

**Sayre Borough Council
Regular Meeting
Minutes – May 16, 2013**

Call to Order – Mr. Farley called the special meeting to order at 6:00pm.

Roll Call – The following members of the Borough Council were present; Mr. Daly, Flick, Mrs. Howland, Mr. Osmun, Ms. Sabatura, Mr. Ceruitti, and Mr. Farley. Also present; David Jarrett, Borough Manager, Elizabeth Fice, Borough Finance Coordinator, Gilbert Crosset, Fire Chief, and Attorney Jonathan Foster, Sr., Borough Solicitor.

Citizens to be Heard – Barbara Ault, 332 West Lockhart Street and Chairperson of the Planning Commission addressed the Borough Council regarding the status of the proposed Transitional/Residential Zoning District that the Planning Commission has been working on and reviewed the dates when correspondence was provided to the Borough Council. Mrs. Ault explained that the Planning Commission completed the development of the proposed zoning district in May 2012 and that changes proposed by the Administration Committee were completed on July 24, 2012. Mrs. Ault submitted additional information pertaining to the proposed zoning district to Mr. Cerutti at the completion of her presentation to the Borough Council.

Jan Scott, 204 Hayden Street addressed the Borough Council regarding the joint meeting of the Borough Council and Planning Commission that was previously scheduled and cancelled. Mr. Cerutti explained that he was waiting for additional information to be submitted following the discussion that took place at the Administration Committee's meeting in May 2012. Mr. Cerutti stated that he will review the information submitted tonight by Mrs. Ault after he returns from vacation. Mrs. Scott also asked about the trees that were cut down.

Janice Gardner, 103 Park Place addressed the Borough Council regarding the cancellation of the meeting with the Planning Commission. Mr. Cerutti explained that the last scheduled meeting was cancelled because he was unable to attend, and the previously scheduled meeting was cancelled because a response was not provided by the Planning Commission to the concerns raised by the Administration Committee in May 2012, and the Committee moved on with other issues including distribution of Act 13 funds, contract negotiations, and the budget process. Ms. Gardner also asked why the trees were cut down.

Mr. Flick explained to Mrs. Scott and Ms. Gardner that the trees were causing a hazard in the downtown and that the Borough has been sued in the past for injuries caused by the trees. Mr. Flick stated that the issue was discussed by the Public Works Committee.

Ruth Barber, 402 South Elmer Avenue addressed the Borough Council regarding the outstanding job the Borough’s Public Works Department did to rescue several ducklings from a storm grate.

Finance Report / April 2013 – There were no questions or comments regarding the report.

Bills List – A motion was made by Mr. Daly and seconded by Mr. Flick to approve the bills list. Under the question: Mr. Osmun asked about the purchase of the blood pressure monitor, and Chief Crossett explained that the device was purchased so that firefighters can be monitored during fire calls to ensure that a firefighter does not have heart attack while on scene. Chief Crossett stated that a base line pressure will be recorded for each firefighter and then rates taken on the scene will be compared to determine the firefighter’s condition.

Ms. Sabatura asked about the bill submitted by Triple V. Mr. Jarrett explained that the invoice was to install a by-pass connection for an emergency generator at the Hayden Street Pump Station. Mr. Jarrett stated that the station’s generator had malfunctioned and that an emergency generator had to be placed on line until the permanent generator could be repaired in the event of a power failure. Triple V will also be installing exterior warning lights that will activate when there is a high level and low level alarm, and when the generator is operating.

	DALY	FLICK	HOWLAND	OSMUN	SABATURA	CERUTTI	FARLEY
YES	X	X	X	X	X	X	X
NO							

Correspondence Summary / May 2013 – There were no questions or comments.

Appointed & Elected Officials Reports - The following reports were discussed;

- ✚ Police Chief - Mr. Flick commended the Department for their involvement in the stand-off incident on Williams Street in South Waverly Borough.
- ✚ Fire Chief – Chief Crossett stated that the new truck will be delivered May 19 and that he has arranged to have the new truck to be available for inspection by the Borough Council prior to the special meeting on May 23. Chief Crossett also stated that Greater Valley EMS is creating a rehabilitation unit to assist firefighters and emergency responders during incidents, and that blood pressure monitoring is part of the program.
- ✚ Code Enforcement – Mr. Cerutti explained that building permits and contractor verification permits issued so far this year are both comparable to the same period in 2012. Mr. Cerutti also stated that compliance with the proper disposal of grease has increased since violation letters were sent out earlier this year.
- ✚ Borough Manager – Mr. Jarrett reviewed the projects outlined in his report including grant applications for the Oliver Lane Pump Station and recycling program. Mr. Jarrett explained that bids for the Hopkins/Woodworth Infrastructure Project will be opened on Wednesday and presented to the Borough Council at a special meeting on Thursday, May 23rd.
- ✚ Solicitor – Attorney Foster reviewed the issues included in his report.
- ✚ Mayor – Mayor Thomas stated that he was concerned with the Code Agency’s legal bill. Mr. Jarrett explained that the Agency has budgeted \$20,000 for legal fees in this year’s budget. Mayor Thomas commended the efforts of the Police Department, State Police, Athens Township, and Athens Borough Police Department during the incident on Williams Street in South Waverly. Mayor Thomas stated that he stayed in contract with South Waverly Mayor Hickey throughout the incident. Mayor Thomas stated that he is concerned with the current process for the declaration of snow emergencies and that he will decide when tickets will be issued.
- ✚ Council President – Mr. Farley commented on benefits of the annual spring clean-up program and what a good job the Public Works Department does each year. Mr. Farley stated that residents are very fortunate to have the program.

- ✚ Sewer Authority – Mr. Jarrett stated that the project is behind schedule but that steps have been taken to get back on schedule and that the contractor will be financially responsible for fines, fees, and the purchase of nutrient credits which result from the delay.

Vote to approve the request from David Buck, Endless Mountains Heritage Region - Greenway and Water Trails Coordinator requesting use of Riverfront Park for the 2013 Susquehanna Sojourn to store the group’s canoes and kayaks in the park overnight. A motion was made by Mr. Osmun and seconded by Mr. Daly to approve the request from David Buck, Endless Mountains Heritage Region - Greenway and Water Trails Coordinator. **Under the question:** Mr. Jarrett explained that participants will be sleeping overnight in the park.

	DALY	FLICK	HOWLAND	OSMUN	SABATURA	CERUTTI	FARLEY
AYE	X	X	X	X	X	X	X
NAY							

Vote to approve the request from William Anderson, 116 Elsbree Street for a handicap parking sign in front of his home. A motion was made by Mr. Osmun and seconded by Mr. Daly **to approve the request submitted by William Anderson.** **Under the question:** Ms. Sabatura asked why the issue by-passed the Public Safety Committee, and Mr. Osmun stated that the issue was inadvertently overlooked. Ms. Sabatura stated that more information would be needed before a decision could be made.

	DALY	FLICK	HOWLAND	OSMUN	SABATURA	CERUTTI	FARLEY
AYE	X	X	X	X		X	X
NAY					X		

Vote to authorize the installation of a Handicap Parking Sign in front of 116 Elsbree Street for a 90 day trial period effective June 1, 2013. A motion was made by Mr. Daly and seconded by Mr. Osmun **Vote to authorize the installation of a Handicap Parking Sign in front of 116 Elsbree Street for a 90 day trial period effective June 1, 2013.** **Under the question:** There were no questions or comments.

	DALY	FLICK	HOWLAND	OSMUN	SABATURA	CERUTTI	FARLEY
AYE	X	X	X	X		X	X
NAY					X		

Vote to advertise ordinance amendment to Section 173 – 6 Definitions adding Business Incubator. A motion was made by Mr. Flick and seconded by Mrs. Howland to advertise ordinance amendment to Section 173 – 6 Definitions adding Business Incubator. **Under the question:** There were no questions or comments.

	DALY	FLICK	HOWLAND	OSMUN	SABATURA	CERUTTI	FARLEY
AYE	X	X	X	X	X	X	X
NAY							

Vote to advertise ordinance amendment to Chapter 173– 7 Zoning Districts. A motion was made by Mr. Daly and seconded by Mr. Flick to advertise ordinance amendment to Chapter 173– 7 Zoning Districts. **Under the question:** There were no questions or comments.

	DALY	FLICK	HOWLAND	OSMUN	SABATURA	CERUTTI	FARLEY
AYE	X	X	X	X	X	X	X
NAY							

Vote to advertise ordinance creating the Business Incubator (BI) District. A motion was made by Mr. Cerutti and seconded by Mr. Daly to advertise ordinance creating the Business Incubator (BI) District. **Under the question:** There were no questions or comments.

	DALY	FLICK	HOWLAND	OSMUN	SABATURA	CERUTTI	FARLEY
AYE	X	X	X	X	X	X	X
NAY							

Vote to advertise ordinance amendment to Chapter 173-33 deleting the Floodplain/Conservation District and creating the Conservation District. A motion was made by Mr. Flick and seconded by Mr. Daly to advertise ordinance amendment to Chapter 173-33. **Under the question:** There were no questions or comments.

	DALY	FLICK	HOWLAND	OSMUN	SABATURA	CERUTTI	FARLEY
AYE	X	X	X	X	X	X	X
NAY							

Vote to authorize the Borough Solicitor to advertise the Natural Gas Ordinance.

A motion was made by Mr. Daly and seconded by Mrs. Howland to authorize the Borough Solicitor to advertise the Natural Gas Ordinance. **Under the question:** There were no questions or comments.

	DALY	FLICK	HOWLAND	OSMUN	SABATURA	CERUTTI	FARLEY
AYE	X	X	X	X	X	X	X
NAY							

Vote to advertise the 2013 paving project specifications as recommended by the Public Works Committee.

A motion was made by Mrs. Howland and seconded by Mr. Daly to advertise the 2013 paving project specifications. **Under the question:** There were no questions or comments.

	DALY	FLICK	HOWLAND	OSMUN	SABATURA	CERUTTI	FARLEY
AYE	X	X	X	X	X	X	X
NAY							

Vote to adopt Resolution 2013 – 05 resolving that the Borough hereby request a Greenways, Trails, and Recreation Program (GTRP) grant of \$23,500.00 from the Commonwealth Financing Authority to prepare a site development plan for future trail and outdoor recreational development.

A motion was made by Mr. Cerutti and seconded by Mr. Osmun to adopt Resolution 2013 – 05. **Under the question:** Mr. Jarrett explained the Borough’s obligation to provide matching grant funds if the application is approved.

	DALY	FLICK	HOWLAND	OSMUN	SABATURA	CERUTTI	FARLEY
AYE		X	X	X	X	X	X
NAY							
ABSTAIN	X						

Mr. Daly abstained from voting because he is a member of the Carantuan Greenway.

Vote to adopt Resolution 2013 – 06 authorizing the increase of monthly rental fees in the Borough’s parking lots to \$20.00 per month effective July 1, 2013.

A motion was made by Mr. Osmun and seconded by Ms. Sabatura to adopt Resolution 2013 – 06. **Under the question:** There were no questions or comments.

	DALY	FLICK	HOWLAND	OSMUN	SABATURA	CERUTTI	FARLEY
AYE	X	X	X	X	X	X	X
NAY							

Vote to extend an offer of employment Andrew Stevens of Roaring Branch, Pennsylvania as a Per Diem Patrol Officer at an hourly rate established by Resolution 2013 – 01. A motion was made by Mr. Daly and seconded by Mr. Flick to extend an offer of employment Andrew Stevens of Roaring Branch, Pennsylvania as a Per Diem Patrol. **Under the question:** There were no questions or comments.

	DALY	FLICK	HOWLAND	OSMUN	SABATURA	CERUTTI	FARLEY
YES	X	X	X	X	X	X	X
NO							

Vote to extend an offer of employment to Jason Phillips of East Smithfield, Pennsylvania for the position of full-time Laborer-Probationary at an hourly rate of \$14.17 as stipulated in the current non-uniform agreement. A motion was made by Mr. Flick and seconded by Mr. Daly to extend an offer of employment to Jason Phillips of East Smithfield, Pennsylvania for the position of full-time Laborer-Probationary at an hourly rate of \$14.17. **Under the question:** Ms. Sabatura commented on Mr. Phillips strong credentials and values.

	DALY	FLICK	HOWLAND	OSMUN	SABATURA	CERUTTI	FARLEY
YES	X	X	X	X	X	X	X
NO							

Vote to approve the proposal from Kuharchik Construction Inc, of Exeter, Pennsylvania for preventative maintenance and response maintenance of the Borough’s traffic signals. A motion was made by Mr. Flick and seconded by Mr. Osmun to approve the proposal from Kuharchik Construction Inc, of Exeter, Pennsylvania for preventative maintenance and response maintenance of the Borough’s traffic signals. **Under the question:** Mr. Jarrett stated that South Waverly Borough will share the maintenance cost for the signal at Pitney/Tuscarora & Keystone Avenue.

	DALY	FLICK	HOWLAND	OSMUN	SABATURA	CERUTTI	FARLEY
YES	X	X	X	X	X	X	X
NO							

Committee Reports – The following reports were discussed;

- ✚ Public Works – Mr. Flick reviewed the issues discussed at the May Public Works Committee meeting.
- ✚ Public Safety – Mr. Osmun reviewed the issues discussed at the Committee’s May meeting. Chief Crossett announced that the Fire Department’s Motor Vehicle Policy has been changed, and that fire apparatus will respond to all motor vehicle accidents, and will stage one block from the scene until there is confirmation of entrapment or fire.
- ✚ Administration Committee – Mr. Cerutti reviewed the issues discussed at the Committee’s May meeting.
- ✚ Library – Mrs. Howland reviewed the events scheduled at the Library and that the annual fund raising event will be held on September 19th.

Adjourn - A motion was made at 7:15pm by Ms. Sabatura and seconded by Mr. Daly to adjourn the meeting. There were no objections.

Respectfully submitted,

David M Jarrett
Borough Manager/Secretary