

## **Borough Council Minutes – April 24, 2014**

**Call to Order** – Mr. Farley called the meeting to order at 6:00pm, and Ms. Sabatura offered the meeting prayer and led the Pledge of Allegiance.

**Roll Call** - The following members of the Borough Council were present; James Daly, Robert Flick, Eugene Osmun, JoAnn Sabatura, Timothy Shaw, Eugene Cerutti, and Henry Farley. Also present; Mayor Denny Thomas, Atty. Jonathan Foster, Borough Solicitor, Robert Repasky, Fire Chief, Gilbert Crossett, 2<sup>nd</sup> Assistant Fire Chief, Christopher Kaiden, Code Enforcement Director, and David Jarrett, Borough Manager.

**Approval of the Minutes** – A motion was made by Mr. Shaw and seconded by Mr. Daly to approve the minutes of the March Borough Council meeting as presented. There were no objections. Motion Carries.

**Citizens to be Heard** - The following citizens addressed the Borough Council;

- Jan Scott, 203 Hayden Street asked if there was going to be a fireworks show this year. Mr. Jarrett explained that there are no plans for this year.
- Andy Wollock, 1001 North Elmer Avenue – Sayre Healthcare Center provided information about the facility's request to use Howard Elmer Park for an informational event.

**Correspondence Report** - There were no questions or comments.

**Approval of Bills List** – A motion was made by Mr. Shaw and seconded by Mr. Daly to approve the bills list. **Under the question:** There were none.

**Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Ms. Sabatura, Mr. Shaw, Mr. Cerutti, and Mr. Farley; YES.**

**Committee Reports** – The following reports were discussed;

- Administration Committee – Mr. Cerutti explained that the Committee discussed the proposed revisions to the fee schedule and the status of delinquent sewer collection.
- **Public Works Committee** – Mr. Flick explained that the Committee discussed street sweeping, spring clean-up, and upcoming capital projects.

- **Public Safety Committee** – Mr. Daly explained that the Committee discussed limiting the number of 5K events due to the strain it places on Fire Department personnel that are needed for traffic control. Mr. Farley explained that there has been a lot of discussion about the strain these events put on Borough resources and that a proposal is being developed. The preliminary plan is to allow the Pete & Jean Quatrinni Event, Guthrie Gallop, Turkey Trot, and one other event each year. Anyone interested in submitting a request would need to do so by March 1<sup>st</sup> each year which was a recommendation made by Ms. Sabatura which would allow sufficient time to plan for the event.
- **Planning Commission** – Mr. Daly explained that he and one other member of the Commission met with representatives of a developer who is interested with constructing a Dunkin Donuts at the intersection of Keystone and Lockhart on April 15<sup>th</sup>. The meeting was for preliminary discussions only and that a formal meeting will be held in the future. Mr. Daly also stated that the Commission will be meeting on April 29, 2014 to discuss a variance request submitted by John Amato regarding the relocation of his business to 401 South Keystone Avenue.
- **Police Chief Selection Committee** – Mr. Farley explained that the position was posted in-house and that applications were received from Patrol Officer Sean Flynn, Patrol Officer Jeremy Horton, and Sergeant Dan Reynolds. Mr. Farley stated that interviews will be held on April 28, April 30, and May 1 and that the Borough Council will be given an opportunity to interview the candidates who are selected to move on by the Selection Committee.
- **Library Committee** - Mr. Farley explained that the Library's annual fund raiser will be held in the later this year in the Fall but the date has not been selected yet.

**Elected & Appointed Official's Report** – The following reports were discussed;

- **Borough Manager** – Mr. Jarrett reviewed the status of the projects outlined in his report and commended the efforts of DPW staff to raise the North East Street pumping station electrical system and emergency generator above the 2011 flood level.
- **Fire Chief** – Chief Repasky explained that the Department responded to 15 calls for the month and completed 176 hours of training.

- **Emergency Management** – Mr. Daly explained that he attended three training courses which were hosted by the County’s Borough Association, FEMA, and the National Weather Service, and that a joint meeting with FEMA, PEMA, U.S. Army Corps of Engineers, and area municipal officials will be held at the DPW Building on May 7<sup>th</sup>. Mr. Daly stated that the new floodplain maps issued by FEMA will take effect on October 16, 2014 and that all required ordinances must be passed prior to that date. Mr. Daly also stated that the County EMA Office approved a \$300 grant that will reimburse EMA expenses.
- **Police Chief** - There were no questions or comments.
- **Borough Solicitor** – Attorney Foster explained that he attended the same floodplain management conference that Mr. Daly attended and he reviewed an additional change that was made to the fee schedule.
- **Mayor** – Mayor Thomas commended the efforts of the Police Department during a recent stand-off that occurred at Keystone Manor, and advised the Borough Council that pending retirements and the hiring of new staff will result in changes within the Department.
- **Council President** – Mr. Farley stated that a petition has been submitted by Joseph Dantini, 130 South Hopkins Street which opposes the issuance of any zoning variances for Keystone Burgers. Mr. Farley stated that the petition will be placed on file.
- **Code Enforcement Agency** – Mr. Cerutti explained that a total of 235 contractors registered with the Agency in 2013 and the highest number of contractors who registered with the Agency was 275 in 2011. There are 118 contractors registered with the Agency as of April 22.
- **Valley Joint Sewer Authority** – Mr. Farley stated that the project is progressing and the project cost has surpassed \$15 million.
- **CDBG Program** – Mr. Jarrett explained that the Borough received conditional approval for the 2013 Entitlement Application. Mr. Jarrett stated that PA-DCED has an issue with the proposed improvements to the concrete area because only a portion of the project would be considered handicap accessibility improvements.

Mr. Jarrett stated that it would be more practical to re-allocate the CDBG funds from that project to housing rehabilitation and that a

grant modification and public hearing will be necessary. Mr. Jarrett also explained that PA-DCED is considering the implementation of an existing Department requirement that stipulates that program administration be done by the County for entitlement municipalities with a population of 5,000 or less. A formal decision has not been made yet by PA-DCED.

**Vote to extend an offer of employment to Jason Bean, 347 Shepard Road, Sayre as a Laborer-Probationary employee in the Public Works Department as recommended by the Public Works Committee.** A motion was made by Mr. Flick and seconded by Mr. Osmun to extend an offer of employment to Jason Bean. **Under the question:** Mr. Flick explained that six applicants were interviewed during the first stage of the process, and two of the applicants were brought back for a second interview and Mr. Bean was selected at the completion of the second interview. Mr. Bean was in attendance at the meeting. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Ms. Sabatura, Mr. Shaw, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to re-classify William Whitmarsh from Systems Operator/Laborer Probationary to Systems Operator/Laborer Class 3 effective April 14, 2014 as recommended by the Public Works Committee.** A motion was made by Mr. Flick and seconded by Mr. Daly to re-classify William Whitmarsh to Systems Operator / Laborer Class 3. **Under the questions:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Ms. Sabatura, Mr. Shaw, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to accept the recommendation of the Public Safety Committee to limit the number of 5K events and all running events to the Guthrie Gallop, New Hope Counseling Center, & Turkey Trot in 2014.** A motion was made by Mr. Daly and seconded by Mr. Osmun to accept the recommendation. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Ms. Sabatura, Mr. Shaw, Mr. Cerutti, and Mr. Farley; AYE.**

**Vote to adopt Ordinance 907 – Building Fee Schedule.** A motion was made by Mr. Flick and seconded by Mr. Daly to adopt Ordinance 907 with

the additional requirements proposed by the Borough Solicitor. **Under the question:** Ms. Sabatura asked when the new fees becoming effective. Mr. Farley stated that the fee schedule will go into effect after it is signed by the Mayor. **Roll Call: Mr. Daly, Mr. Flick, Mr. Sabatura, Mr. Shaw, Mr. Cerutti, and Mr. Farley; YES. Mr. Osmun; NO.**

**Vote to approve the Dispatching Agreement with Bradford County.** A motion was made by Mr. Daly and seconded by Mr. Osmun to approve the agreement. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Ms. Sabatura, Mr. Shaw, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to approve the Memorandum of Understanding for the Diahoga Trail Project.** A motion was made by Mr. Daly and seconded by Mr. Osmun to approve the Memorandum of Understanding. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mr. Cerutti, and Mr. Farley; YES. Ms. Sabatura; ABSTAIN.**

**Vote to approve the proposal submitted by Stiffler-McGraw Associates for engineering services for the repair of the intersection of Desmond Street and Packer Avenue as recommended by the Public Works Committee and use Act 13 Impact Fees for engineering and construction.** A motion was made by Mr. Shaw and seconded by Mr. Flick. **Under the question:** Mr. Osmun asked if there was a projected cost for the work. Mr. Jarrett stated that a cost has not been calculated for construction but it could be in excess of \$50,000 due to handicap accessibility requirements. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Ms. Sabatura, Mr. Shaw, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to approve the request submitted by Sayre Healthcare Center to host an informational event for the company's new facility.** A motion was made by Mr. Cerutti and seconded by Mr. Flick to approve the request. **Under the question:** Ms. Sabatura asked why Howard Elmer Park was selected when the new facility is located in Athens Township. Mr. Wollock explained that the park is a great location. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mr. Cerutti, and Mr. Farley; YES. Ms. Sabatura; NO.**

**Vote to approve the request submitted by Danielle Belles to host a 5K Run.** A motion was made Mr. Daly and seconded by Ms. Sabatura to reject the request from Ms. Belles. **Under the question:** Ms. Sabatura stated

that a previous vote already limited the number of events for this year.

**Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Ms. Sabatura, Mr. Shaw, Mr. Cerutti, and Mr. Farley; AYE.**

**Vote to approve the request submitted by the Greater Valley Chamber of Commerce to use Howard Elmer Park each Friday from May 16 to October 17, 2014 to host the annual Farmer's Market.** A motion was

made by Ms. Sabatura and seconded by Mr. Daly to approve the request.

**Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Ms. Sabatura, Mr. Shaw, Mr. Cerutti, and Mr. Farley; AYE.**

**Vote to approve the request submitted by Futurescapes to reserve the boat launch in Riverfront Park for the organization's fund raising event in cooperation with Bradford County Bass Masters on July 12, 2014.** A motion was made by Mr. Daly and seconded by Mr. Osmun to

approve the request. **Under the question:** There were none. **Roll Call:**

**Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mr. Cerutti, and Mr. Farley; AYE. Ms. Sabatura; ABSTAIN.**

**Vote to accept or reject the bid received from Vought Construction in the amount of \$8,463.75 to remove and replace 2,257 square feet of concrete at the Sayre Historical Society.** A motion was made by Mr.

Cerutti and seconded by Mr. Daly to approve the bid submitted by Vought Construction in the amount of \$8,463.75 and to use Act 13 Impact funds for the project. **Under the question:** Mr. Jarrett explained that CDBG funds

could have been used for a portion of the project however all CDBG requirements would apply to the project including Davis-Bacon Prevailing Wage regulations. Mr. Jarrett explained that these regulations drastically increase the cost of the project and using Act 13 funds will result in a

savings of \$9,000. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Ms. Sabatura, Mr. Shaw, Mr. Cerutti, and Mr. Farley.**

**Vote to approve the request submitted by Shelly Swimelar to reserve Howard Elmer Park on Saturday, May 24, 2014 from 11:00am to 3:00pm to host an event to promote GMO-Health Awareness.** A

motion was made by Mr. Daly and seconded by Mr. Cerutti to approve the request. **Under the question:** There were none. **Roll Call: Mr. Daly,**

**Mr. Flick, Mr. Osmun, Mr. Shaw, Mr. Cerutti, and Mr. Farley; YES. Ms. Sabatura; NO.**

**Vote to accept the Civil Service List as presented and certified by the Civil Service Commission on April 16, 2014.** A motion was made by Ms. Sabatura and seconded by Mr. Daly to accept the certified Civil Service List.

**Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mr. Cerutti, and Mr. Farley; YES.**

**Questions/Comments on Council Actions** – The following citizen addressed the Borough Council regarding action taken the meeting;

- Janice Gardner, 103 Park Place asked if the meeting on May 7 with FEMA was open to the public. Mr. Daly stated that the Borough is only the host of the meeting and that the purpose of the meeting is to review and discuss the new floodplain maps with representatives from several municipalities.

**Recess** – Mr. Farley recessed the meeting at 7:05pm.

**Executive Session** – The Borough Council went into executive session at 7:09pm to discuss a litigation issue regarding a tax assessment and personnel issue regarding the Police Department. The executive session ended at 8:04pm.

**Vote to Hire Full-Time Patrol Officer.** A motion was made by Mr. Flick and seconded by Mr. Cerutti to extend an offer of employment to Travis Snyder, 110 Stedman Street, Sayre for the position of Full-Time Patrol Officer – Probationary upon successful completion of required testing and background checks. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Ms. Sabatura, Mr. Shaw, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to Appoint Department Administrator.** A motion was made by Mr. Flick and seconded by Ms. Sabatura to appoint Sergeant Daniel Reynolds as Police Department Administrator effective May 15, 2014 and continue until the selection process for the new Police Chief is completed. **Under the question:** Ms. Sabatura stated that Sgt. Reynolds is an excellent choice because he is a competent officer, respected by the patrol officers and respected by the other Valley Police Departments. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Ms. Sabatura, Mr. Shaw, Mr. Cerutti, and Mr. Farley; YES.**

**Adjourn** – A motion was made by Ms. Sabatura and seconded by Mr. Daly to adjourn at 8:07pm.

Respectfully submitted,

*David M. Jarrett*

David M Jarrett  
Borough Manager/Secretary