

2013 Community Development Block Grant Public Hearing Minutes – May 22, 2014

CDBG Public Hearing – Mr. Farley called the Public Hearing to order at 5:30pm.

- ✚ Mr. Jarrett explained that the purpose of the Public Hearing was to receive public comment on the proposed budget revision and contract modification of the Borough's 2013 CDBG Entitlement Grant. Mr. Jarrett stated that the original grant application included \$18,000 for handicap accessibility improvements at the Sayre Historical Society Museum however it was more cost efficient to use Act 13 Impact Funds for the project. Mr. Jarrett reviewed the recommendation he made in April which was to reallocate the \$18,000 from the Museum project to housing rehabilitation projects in light of the numerous funding requests he has received since the 2013 entitlement application was originally submitted.

- ✚ Mr. Osmun explained that an inspection must be completed in order to begin a housing rehabilitation and that all deficiencies must be addressed. Mr. Jarrett agreed with Mr. Osmun's explanation and that applicants are advised of the requirement for a full house inspection and that if the scope of work exceeds the amount of funding available, then none of the work can be undertaken.

- ✚ Mr. Cerutti asked if applicants are given priority. Mr. Jarrett explained that emergency projects are given priority.

- ✚ Mr. Flick stated that applications are approved on a first come first serve basis.

- ✚ Lucinda Brown, Executive Director of the Valley Relief Council addressed the Borough Council regarding the possibility of developing a partnership between the Valley Relief Council and the Borough. Ms. Brown explained that contractors and individuals volunteer their labor to complete repairs to damaged homes in the Borough's eastside neighborhood which was severely damaged during the 2011 flood and asked if it would be possible to use CDBG funds to purchase building materials and the volunteers do the work. Mr. Farley stated that the request could be discussed with PA-DCED.

Mr. Farley recessed the Public Hearing at 5:40pm without objection.

Borough Council Minutes – May 22, 2014

Call to Order – Mr. Farley called the Borough Council meeting to order at 6:00pm and asked members of the audience who are recording the Council meeting to identify that they are doing so. Warren Howeler of the Morning Times, Ron Cole of WATS/WAVR, and Jan Scott, 204 Hayden Street acknowledged that they are recording the meeting.

Pledge of Allegiance & Prayer – Mr. Shaw led the Pledge of Allegiance and offered the meeting prayer.

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, Council President. Also present; Mayor Denny Thomas, Borough Solicitor Jonathan Foster, Fire Chief Robert Repasky, and David Jarrett, Borough Manager.

Approval of the Minutes – The minutes of the Borough Council meeting on April 24, 2014 were approved as presented.

Citizens to be Heard – Jan Scott, 204 Hayden Street stated that Borough needs to revise the Light Commercial Zoning District to address the number of seats allowed in businesses located within the district. Ms. Scott stated that have been several Zoning Hearings due to the current regulation.

Correspondence Report – Ms. Sabatura asked that the letter submitted by Alice Bennett regarding 103 Chemung Street be included on the official report. Mr. Jarrett explained that the letters were sent to Council members at their homes and that a copy of the letter was not submitted to him or the Borough Office which is why it was not made part of the official report. Mr. Farley stated he would provide a copy of the letter he received to the office so that it can be included in the monthly report that is placed on file.

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 presented;

- ❖ Public Works – Mr. Flick reviewed the issues discussed at the Committee's May meeting and the recommendations of the Committee to advertise several projects for bid. Mr. Flick stated that those recommendations are agenda items.
- ❖ Public Safety – Mr. Daly reviewed the issues discussed at the Committee's May meeting and the recommendation of the Committee to purchase two new weapons for the Police Department.
- ❖ Administration Committee – Mr. Cerutti reviewed the issues discussed at the Committee's May meeting including the recommendation of the Committee to purchase a wheel boot. Mr. Cerutti stated that the purchase is included on tonight's agenda. Mr. Cerutti also explained that the Committee has prepared and reviewed a hiring policy and asked the members of the Borough Council to review the draft policy and forward their comments to him prior to the Committee's June meeting.

- ❖ Planning Commission – Mr. Daly reviewed the issues discussed at the Commission’s most recent meeting and explained that hearing was conducted for the variance requested by Original Italian Pizza to increase the number of seats at their temporary location at 401 South Keystone Avenue. Mr. Daly explained that the Commission supported the variance request and the Zoning Hearing Board approved the request. Mr. Daly said the Commission was scheduled to meet again on May 27th. Mr. Farley asked the Planning Commission to begin the review process of the Comprehensive Plan.
- ❖ Police Chief Selection Committee – Mr. Farley announced that a recommendation has not been prepared and that the Committee is waiting on additional information from the applicants.
- ❖ Library Board – Board member Suzanne Jarrett reported that the Library’s annual fund raiser will be held on September 25, 2014 and will feature an auction of 22 gift baskets. Ms. Jarrett also stated that other fund raising events are under consideration.

Elected & Appointed Official’s Reports – The following reports were presented;

- ❖ Police Chief – There were no questions or comments.
- ❖ Borough Manager – Mr. Jarrett explained that the Borough’s \$249,995 recycling grant and \$92,675 2013 CDBG Entitlement Grant were both approved this month. Mr. Jarrett reviewed several of the issues included in his report including the 2014 Concerts in the Park schedule.
- ❖ Code Enforcement Agency – Mr. Cerutti reviewed the issues discussed at the Agency’s May meeting.
- ❖ Fire Chief – Chief Repasky reported that he will be sending a letter to Trehab in light of a recent fire alarm at the Wilbur House. Chief Repasky explained that the facility changed the key system and that Department was not provided with a new key. Ms. Sabatura asked that a copy of the letter be provided to the Borough Council, and Chief Repasky stated he would forward a copy of the letter to the Council after it was completed.
- ❖ Valley Joint Sewer Authority – Mr. Jarrett explained that the project continues to move forward and the cost of the project has exceeded \$15 million. Mr. Farley stated that the completion date is still July 31st and that phosphorous and nitrogen numbers have already been reduced in spite of the fact that the plant is not 100% operational. Mr. Cole stated the contractors are working on Saturdays to get the project done. Mr. Jarrett also clarified a previous comment he made regarding the transfer of capacity from the Borough to the Athens Township Authority. Mr. Jarrett previously stated that transfer of capacity impacted the Borough’s share of the facility’s operating cost which is not correct. The transfer of capacity only impacts the repayment of the loan for the facility upgrade.

- ❖ Emergency Management Report - Mr. Daly reported that the Borough will receive a grant in the amount of \$300 as a reimbursement for expenses during the past year. Mr. Daly also explained that he participated in several conferences during the month including a meeting with FEMA on May 7th regarding the Borough's flood insurance maps and levee certification requirements.
- ❖ Solicitor's Report – Attorney Foster asked for an executive session to discuss a potential litigation issue.
- ❖ Mayor's Report - Mayor Thomas addressed the following issues;
 - a. Mayor Thomas commended Code Agency Director Chris Kaiden for his response to the complaints regarding 103 and 105 Chemung Street.
 - b. Mayor Thomas expressed concern with the number of tractor trailers that come through the downtown and cross the Packer Avenue Bridge. Mayor Thomas explained that he has discussed this issue with the facility manager at Fort Worth Pipe however trucks are continuing to cross over the bridge. Mayor Thomas asked if something could be done to prevent the trucks from using the Packer Avenue Bridge
 - c. Mayor Thomas suggested that the Borough's sewer debt be refinanced to extend the repayment of the loan so that the future generations that will benefit from the recent improvements contribute to the repayment of the debt.
 - d. Mayor Thomas also expressed concern with the cost of the proposed repair of the intersection of West Packer Avenue and Desmond Street.
- ❖ Council President's Report – Mr. Farley explained that the repair of the intersection of West Packer Avenue and Desmond Street should have been completed last year and that the condition of the intersection continues to worsen every day.

Vote to advertise for bids for the Packer/Desmond Intersection Project as recommended by the Public Works Committee. A motion was made by Mr. Shaw and seconded by Mr. Flick to advertise the project for bids. **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 advertise for bids for the 2014 Paving Project. A motion was made by Mr. Flick and seconded by Mr. Shaw to advertise the project for bids. **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 advertise for bids for the Cayuta Creek Bank Stabilization Project as recommended by the Public Works Committee. A motion was made by Mr. Daly and seconded by Ms. Sabatura to advertise the project for bids. **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 authorize the submission of the Community Workforce Inmate Program Application to the Bradford County Prison Board for a clean-up detail along the railroad tracks in the Borough as recommended by the Public Works Committee. A motion was made by Mr. Flick and seconded by Mr. Daly to authorize the submission of the application. **Under the question:** Mr Cerutti asked how many inmates would be used and who has responsibility of liability. Mr. Flick stated he discussed the issues with Prison Warden, and that the number of inmates would be determined on the size of the project and availability of workforce, and that the County would have liability responsibility. Mr. Flick stated that the Borough would have to supply one employee and equipment. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Ms. Sabatura, Mr. Shaw, Mr. Cerutti, and Mr. Farley; AYE.**

Vote to approve the request from the Sayre Public Library to host a Kid's Carnival to promote the Library's Summer Reading Program in Howard Elmer Park on Saturday, June 14, 2014. A motion was made by Mr. Osmun 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 Resolution 2014 – 07 authorizing the modifications of the Borough's 2013 CDBG Entitlement application to re-allocate \$18,000 previously approved for handicap accessibility improvements at the Sayre Historical Society Museum to housing rehabilitation projects. A motion was made by Mr. Cerutti and seconded by Mr. Osmun to approve Resolution 2014 – 07. **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 authorize the purchase of two (2) Colt AR15 Rifles or equivalent for the Police Department and authorize the trade-in of two (2) AR15 Rifles to the same vendor as recommended by the Public Safety Committee. A motion was made by Mr. Daly and seconded by Mr. Flick to authorize the purchase. **Under the question:** Ms. Sabatura explained that the cost of purchasing the new rifles is equal to repairing the current rifles. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Ms. Sabatura, Mr. Shaw, Mr. Cerutti, and Mr. Farley; YES.**

Vote to authorize the purchase of a wheel boot device as recommended by the Administration Committee. A motion was made by Mr. Cerutti and seconded by Mr. Shaw to purchase a wheel boot device. **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 agreement modification with T&M Associates in the amount of \$10,609.15 for additional engineering services related to the Cayuta Creek Bank Stabilization Project. A motion was made by Mr. Daly and seconded by Mr. Shaw to approve the agreement modification. **Under the question:** Mr. Jarrett explained that the increase was due to additional work recommended by the U.S. Army Corps of Engineers and PEMA. Mr. Jarrett also stated that the overall cost of the project will increase more than \$46,000 and that the additional costs will be covered by funding from the Borough's sewer budget. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Ms. Sabatura, Mr. Shaw, Mr. Cerutti, and Mr. Farley; YES.**

Questions or Comments - Mr. Farley asked if there were any questions or comments regarding the action taken by the Borough Council. There were none.

Recess – Mr. Farley recessed the meeting at 6:48pm prior to the executive session and announced that the Council will be taking action following the session.

Executive Session – The Borough Council went into executive session at 6:55pm to discuss a potential litigation issue. The executive session ended at 7:36pm.

Vote To Approve Resolution 2014 – 08 - A motion was made by Mr. Flick and seconded by Mr. Daly to approve Resolution 2014 – 08 approving the transfer of a liquor license from Athens Borough to Sayre Borough which will be located at 205 South Keystone Avenue (Original Italian Pizza) and that the license be restricted to wine and beer sales and that no package sales be made as stated by Original Italian Pizza owner John Amato at the Public Hearing on May 15th. **Under the question:** Mr. Amato was asked if he stated that he would limit alcohol sales to wine and beer and that he would not do package sales as outlined in the terms of the Resolution. Mr. Amato said that he would review the provisions with his attorney and respond to the Borough Council as soon as possible. Mr. Flick stated that he will only vote to approve the Resolution with the provision that limits sales to wine and beer and no package sales. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, and Mr. Shaw; YES. Ms. Sabatura, Mr. Cerutti, and Mr. Farley; NO. Motion Carries.**

Adjourn – A motion was made by Mr. Daly to adjourn the meeting at 7:40pm. There were no objections.