

Borough Council Meeting Minutes – October 16, 2014

Call to Order – Mr. Farley called the meeting to order at 6:00pm and announced that anyone audio recording the meeting are asked to identify that they are doing so. Warren Howeler, Morning Times; Ron Cole, WATS/WAVR; and Jan Scott, 204 Hayden Street all indicated that they are recording the meeting. Mr. Shaw led the Pledge of Allegiance and offered the meeting prayer.

Roll Call – The following members of the Borough Council were present; Robert Flick, Eugene Osum, Timothy Shaw, Eugene Cerutti, and Henry Farley. **Also present;** Gil Crossett, 2nd Assistant Fire Chief, Elizabeth Fice, Finance Coordinator; Jonathan Foster, Sr., Borough Solicitor; Robert Repasky, Fire Chief; Dan Reynolds, Police Chief; Denny Thomas, Mayor; and David Jarrett, Borough Manager.

Approval of the Minutes – The minutes of the September 18, 2014 Borough Council meeting were approved as presented.

Citizens To Be Heard – The following citizens addressed the Borough Council;

- ❖ John Strange, 311 Lincoln Street addressed the Borough Council regarding the cost of a building permit for his driveway and the curb cut at the property on Northwest corner of Wilbur Avenue and Lincoln Street. Mr. Farley referred Mr. Strange's issue to the Code Agency Board.
- ❖ Minette VanDermark, 612 South Elmer Avenue addressed the Borough Council regarding parking issues in her neighborhood. Ms. VanDermark stated that Guthrie employees are parking on South Elmer Avenue and Madison Street making it difficult for other people to park there. Ms. VanDermark stated that the neighborhood is not interested in designating the area as permit parking but would like to see parking restricted between 7:00am and 9:00am. Mr. Farley referred the issue to the Public Works Committee.

Correspondence Report – There were no questions or comments.

Finance Report – There were no questions or comments.

Approval of the Bills List – A motion was made by Mr. Shaw and seconded by Mr. Cerutti to approve the bills list. **Under the question:** There were none. **Roll Call:** Mr. Flick, Mr. Osmun, Mr. Shaw, Mr. Cerutti, and Mr. Farley; **YES.**

Committee Reports – The following reports were discussed;

- ❖ **Public Works Committee** – Mr. Flick reviewed the issues discussed at the Committee's October meeting which included street paving, sale of vehicles, Island Pond tree removal, and several issues.
- ❖ **Public Safety Committee** – Mr. Jarrett stated that the Committee discussed parking issues on Lincoln Street near the Sayre Christian Church and has recommended that a 90 temporary parking restriction be imposed on the street.

- ❖ **Administration Committee** – Mr. Cerutti explained that the Committee discussed the 2015 budget, the creation of LERTA Ordinance, and the Bradford County Veteran’s Memorial Park donation request.
- ❖ **Planning Commission** – Mr. Jarrett stated that the Commission will be discussing the proposed change to the seating requirement in the Light Commercial District. Under the proposal developed by the Code Enforcement Officer, eateries located within the Light Commercial District will be allowed three (3) seats for each parking space available on the property. Mr. Jarrett also stated that the Developer for Dunkin Donuts will be meeting with the Planning Commission at their meeting on October 28th.
- ❖ **Library Board** – Mr. Farley stated that recent fundraiser was very successful.

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

- ❖ **Police Chief** – There were no questions or comments.
- ❖ **Borough Manager** – Mr. Jarrett reviewed several of the items outlined in his monthly report and explained that he has had discussions with the Borough’s Financial Advisor Mark Lundquist about the possibility of refinancing existing debt and increasing the Borough’s line of credit by \$750,000 to a total of \$1,400,000 without increasing the annual debt service amount. Mr. Jarrett stated that the Borough will save approximately \$145,000 if the refinancing process is completed by December 1, 2014. Mr. Jarrett explained that the Borough Council will need to advertise an Ordinance authorizing the refinancing and increasing the line of credit and that a special meeting of the Borough Council could be necessary in early November.
 - ✚ **Vote to advertise an Ordinance Authorizing the Refinancing of the Borough’s debt and increasing the line of credit** - A motion was made by Mr. Osmun and seconded by Mr. Shaw to advertise an Ordinance authorizing the refinancing of the Borough’s debt and increasing the line of credit. **Under the question:** Mayor Thomas questioned why the Council was moving so fast on the issue and suggested delaying action until the issue could be researched further. Mr. Shaw and Mr. Flick both stated that the Administration Committee has discussed the issue several months ago, and the Borough Council voted in August to authorize Mr. Jarrett to proceed with the refinancing process. **Roll Call: Mr. Flick, Mr. Osmun, Mr. Shaw, Mr. Cerutti, and Mr. Farley; AYE.**
- ❖ **Fire Chief** – There were no questions comments.
- ❖ **Valley Joint Sewer Authority** – Mr. Farley stated that the final project cost will be approximately \$19,500,000 and that the Authority Board is considering refinancing options. Mr. Farley explained that debt repayment will remain the same as the current repayment amount which will result in paying off the loan earlier and savings on interest.

- ❖ **Borough Solicitor** – Attorney Foster reviewed the proposed amendment to the Light Commercial District which will reviewed by the Planning Commission before being official presented to the Borough Council. Attorney Foster also stated that he is working on an amendment to the Sign Ordinance and Attorney Foster Jr. is working on an amendment to the natural gas ordinance. Attorney Foster asked for an executive session to discuss a personnel issue.
- ❖ **Mayor** – Mr. Thomas stated that Towanda Borough and Canton Borough have banners honoring Veterans from those communities and that a similar project in the Borough would be nice. Mr. Farley stated that the idea has been discussed and that a program is being developed in conjunction with the Borough's 125th anniversary in 2016.
- ❖ **Council President** - Mr. Farley announced that the November Borough Council Meeting will be held on Tuesday, November 18, 2014 at 6:00pm.

Vote to authorize advertisement for bids for the construction of a new salt shed as recommended by the Public Works Committee - A motion was made by Mr. Flick and seconded by Mr. Shaw to authorize advertisement for bids for the construction of a new salt shed. **Under the question:** Mr. Jarrett explained that the structure will be a pole barn construction. **Roll Call: Mr. Flick, Mr. Osmun, Mr. Shaw, Mr. Cerutti, and Mr. Farley; AYE.**

Vote to authorize the advertisement for bids for the sale of vehicles as recommended by the Public Works Committee - A motion was made by Mr. Flick and seconded by Mr. Osmun to authorize the advertisement for bids for the sale of vehicles. **Under the question:** Mr. Farley stated that one (1) 1995 Chevrolet Pick Up Truck, one (1) 1996 Ford F-350 Dump Truck, one (1) 2004 Ford Expedition, and one (1) 2007 Dodge Charger will be advertised for sale and a A minimum bid will required for each vehicle. **Roll Call: Mr. Flick, Mr. Osmun, Mr. Shaw, Mr. Cerutti, and Mr. Farley; AYE.**

Vote to prohibit parking on Lincoln Street between the side entrance of the Sayre Christian Church and Keystone Avenue, and establish handicap parking spaces between the loading zone at the side entrance of the church and West Street for a 90 day trial period as recommended by the Public Safety Committee - A motion was made by Mr. Flick and seconded by Mr. Osmun to prohibit parking on Lincoln Street between the side entrance of the Sayre Christian Church and Keystone Avenue, and establish handicap parking spaces between the loading zone at the side entrance of the church and West Street for a 90 day trial period, **Under the question:** There were none. **Roll Call: Mr. Flick, Mr. Osmun, Mr. Shaw, Mr. Cerutti, and Mr. Farley; AYE.**

Vote to approve the removal of three (3) trees on West Lockhart Street and one (1) tree on North Wilbur Avenue at Island Pond as recommended by the Public Works Committee based on the report provided by Penn State Cooperative Extension – A motion was made by Mr. Osmun and seconded by Mr. Shaw to approve the removal of three (3) trees on West Lockhart Street and one (1) tree on North Wilbur Avenue at Island Pond in accordance with the recommendations provided by Vincent Cotrone of the Penn State Cooperative Extension. **Under the question:** Mr. Osmun thanked Mr. Jarrett for following through on his suggestion to ask for assistance from Mr. Cotrone. Mr. Jarrett stated that the cost to remove the trees on West Lockhart Street will be \$1,200. **Roll Call: Mr. Flick, Mr. Osmun, Mr. Shaw, Mr. Cerutti, and Mr. Farley; AYE.**

Vote to advertise the 2015 Financial Plan for public inspection - A motion was made by Mr. Cerutti and seconded by Mr. Flick to advertise the 2015 Financial Plan. **Under the question:** There were none **Roll Call:** Mr. Flick, Mr. Osmun, Mr. Shaw, Mr. Cerutti, and Mr. Farley; AYE.

Vote to advertise the 2015 Tax Ordinance establishing the millage rate at 10.37 mills – A motion was made by Mr. Shaw and seconded by Mr. Flick to advertise the 2015 Tax Ordinance. **Under the question:** Mr. Farley stated that 2015 will be the sixth consecutive year without an increase of the millage rate. **Roll Call:** Mr. Flick, Mr. Osmun, Mr. Shaw, Mr. Cerutti, and Mr. Farley; AYE.

Vote to authorize Attorney Foster to file an appeal the Zoning Hearing Board's Decision of the Zoning Appeal filed by Vincent Desisti – A motion was made by Mr. Cerutti and seconded by Mr. Osmun to authorize Attorney Foster to file an appeal of the Zoning Hearing Board's decision. **Under the question:** There were none **Roll Call:** Mr. Flick, Mr. Osmun, Mr. Shaw, Mr. Cerutti, and Mr. Farley; AYE.

Citizen Questions – John Strange, 311 Lincoln Street addressed the Borough Council regarding the proposed parking restriction on Lincoln Street. Mr. Strange stated that there are times when it is difficult to drive down the street when vehicles are parked in the area between Keystone Avenue and West Street.

Recess – Mr. Farley recessed the meeting at 6:45pm before going into executive session.

Executive Session – The Borough Council went into executive session at 6:55pm to discuss a personnel issue. The executive session ended at 7:45pm.

A motion was made by Mr. Shaw and seconded by Mr. Osmun to appoint Councilmember Robert Flick to assist Attorney Foster in the investigation of a personnel complaint. **Under the question:** There were none. **Roll Call:** Mr. Osmun, Mr. Shaw, Mr. Cerutti, and Mr. Farley; AYE. Mr. Flick; Abstained.

Adjourn – A motion was made by Mr. Osmun and seconded by Mr. Shaw to adjourn the meeting at 7:46pm. There were no objections.

Respectfully submitted,

David M Jarrett
Borough Manager/Secretary