

Sayre Borough Council
Minutes – February 19, 2015

Call to Order – Mr. Farley called the meeting to order at 6:00pm and asked anyone who was recording the meeting to indicate that they are doing so. Warren Howeler, Lloyd Davis, and Jan Scott indicated that they are recording the meeting. Mr. Flick offered the meeting prayer and led the Pledge of Allegiance.

Roll Call – The following members of the Borough Council were present; Robert Flick, Eugene Osmun, JoAnn Sabatura, Timothy Shaw, Eugene Cerutti, and Henry Farley. Also present; Elizabeth Fice, Borough Finance Coordinator, Jonathan Foster, Jr, Borough Solicitor, Christopher Kaiden, Code Enforcement Officer, Daniel Reynolds, Police Chief, and David Jarrett Borough Manager. Excused; James Daly.

Approval of Minutes – The minutes of the Borough Council’s January meeting were approved as presented.

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

✚ Jeff Paul, 318 Madison Street addressed the Borough Council regarding the renovation to the Sayre Theatre marquee. Mr. Paul explained that volunteers from Vulcraft in Chemung, New York will remove the marquee with assistance from Mattison’s Tree Service who is also volunteering their services. Vulcraft will also provide the metal framing for the new marquee and Hunt Engineering is the project engineer. Mr. Paul explained that the new marquee will be constructed as similar to the current structure as possible and the historic integrity of the building will be preserved. Ms. Sabatura asked if the new marquee will be have LED lighting, and Mr. Paul explained that cost will be a major factor in the final design of the marquee. Brooks Eldridge Martin of the Bradford County Regional Arts Council explained that the Theatre will be applying for a matching grant from the Pennsylvania Historical Commission for the project.

✚ Vincent Desisti, 1756 Pennsylvania Avenue asked if the Borough Council will consider reinstating the Shade Tree Commission and

suggested that he, John Strange, and Susan White Alvino be appointed to the Commission. Mr. Farley stated that the Borough Council will take action on the request later during the meeting.

✚ Mary Ellen Rhodes, 605 Desmond Street addressed the Borough Council regarding the 5th Annual Jean & Pete Quatrinni Run/Walk scheduled to be held on April 11th. Ms. Rhodes explained that the majority of the event takes place in Athens Borough but a small portion of the route comes into Sayre Borough. Ms. Rhodes stated that she has coordinated traffic control with Athens Borough and volunteers but asked for the Borough Council’s approval for the event. Mr. Farley stated that the Borough Council will take action on the request later during the meeting.

✚ Ken Glosenger, 410 Oneida Street asked for the real amount of money spent on legal fees associated with parking. Mr. Jarrett explained that the Code Agency spent approximately \$19,000 and the Borough spent approximately \$72.00. Mr. Farley explained that the Code Agency is independent from the Borough and generates its own revenue through building permits and contractor registration fees. Mr. Glosenger also asked if there was a traffic regulation that would restrict parking meters being located within twenty feet of an intersection. Mr. Farley stated that the issue will be looked into.

✚ Susan White-Alvino, 307 North Lehigh Avenue stated that the Code Enforcement budget should be separate from the Borough budget because it is confusing to understand.

Approval of Bills List – A motion was made by Mr. Shaw and seconded by Mr. Flick to approval the bills list. Under the question: There were none. Motion fails. Mr. Farley stated that the Council will discuss the bills list in executive session.

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	YES	NO	NO	YES	NO	NO

Correspondence Report – Ms. Sabatura asked about the deposit provided by Valley Cities Church of Christ for use of Riverfront Park. Mr. Jarrett

explained that the deposit was included with the request and that it would be returned to the Church.

Finance Report – There were no questions or comments.

Committee Reports – The following reports were presented to the Borough Council;

- ❖ Administration Committee – Mr. Cerutti reviewed the issues discussed by the Committee at their February meeting.
- ❖ Public Works Committee – Mr. Flick stated that the Committee did not meet due to weather. Mr. Flick commended the DPW employees for their efforts to keep the roads clear during the recent storms.
- ❖ Public Safety Committee – Mr. Farley stated that the Committee did not meet due to weather, but Mr. Daly met with Chief Reynolds to discuss parking issues.
- ❖ Code Enforcement Agency – Mr. Cerutti reviewed the issues discussed at the Agency's monthly meeting.
- ❖ Planning Commission – Mr. Farley reviewed information provided via email from Mr. Daly regarding the Commission's recent meeting which included Act 13 Natural Gas regulations and parking issues.
- ❖ Library Board – Mr. Farley explained that the Board is continuing to prepare for the annual fundraiser on April 23rd.

Elected & Appointed Officials Reports – The following reports were presented to the Borough Council;

- **Police Chief** – Chief Reynolds thanked the Borough Council for their continued support of the Department's efforts to investigate drug activity in the Borough and authorizing over-time to complete investigations. Chief Reynolds stated that the Patrol Officers appreciate the Borough Council's support.

- Borough Manager’s Report – Mr. Jarrett stated that the following bids were received and opened earlier today for the sale of four (4) used vehicles;

	2007Dodge Charger	2004 Ford Expedition	1996 Ford F-350 Dump Truck	1995 Chevrolet Pick Up Truck
Bruce Hoffman Sayre, PA	\$ 4,200.00		\$2,100.00	\$1,300.00
Niagra H2O Athens, PA		\$ 2,875.00		
Chris Sutton Sayre, PA		\$ 655.00	\$1,150.00	\$ 850.00
Ken Bailey Jr. Sayre, PA				\$754.00
Kandy Bailey Sayre, PA			\$ 1,051.00	
Joe’s Automotive Athens, PA		\$ 400.00	\$ 1,150.00	\$ 801.00
Nate Ellis			\$ 854.00	
Nick Lyons		\$ 1,003.00		

Mr. Jarrett explained that the apparent high bidders for the vehicles would be Bruce Hoffman for the Dodge Charger, Ford F-350 Dump Truck, and Chevrolet Pick Up Truck and Niagra H2O is the high bidder for the Ford Expedition. **A motion was made by Mr. Flick and seconded by Mr. Shaw to award the sale of the used vehicles to the high bidders for each.** Under the question: There were none. Motion Carries.

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	YES	YES	YES	YES	YES	YES

Mr. Jarrett explained that a quote was requested form Teledair Communications to expand the camera system in the downtown area in the amount of \$9,949. Mr. Jarrett explained that the new cameras will be installed on Desmond Street between West Packer Avenue and Hayden Street, South Elmer Avenue between West Packer Avenue and West Lockhart Street, and West Lockhart Street between South Elmer Avenue and Desmond Street. Mr. Farley stated that the current camera system has been very helpful with criminal investigations and property damage investigations. A motion was made by Mr. Osmun and seconded by Mr. Flick to approve the proposal provided by Teledair. Under the question: There were none. Motion Carries.

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	YES	YES	YES	NO	YES	YES

- Code Enforcement Officer – There were no questions or comments.
- Fire Chief – Mr. Farley stated that the Fire Chief’s were unable to attend the meeting due to a fire on South Lehigh Avenue.
- Valley Joint Sewer Authority – Mr. Farley stated that the project engineers are reviewing final pay applications, and that the Authority Board has authorized refinancing the Authority’s debt service.
- Emergency Management – Mr. Farley explained that Mr. Daly attended a quarterly PEMA training program in Williamsport and an EMA training course offered by the County’s EMA office.
- Borough Solicitor – Attorney Foster asked for a brief executive session to discuss a personnel issue.
- Council President – Mr. Farley announced that the Borough Council’s April meeting has been rescheduled to WEDNESDAY, APRIL 22, 2015 at 6:00pm so that it does not conflict with the Library’s Annual Fundraiser on April 23rd.

Vote to approve appointments to the Shade Tree Commission - A motion was made by Mr. Cerutti and seconded by Mr. Osmun to appoint Vincent Desisti, John Strange, and Susan White-Alvino to the Borough’s Shade Tree Commission. Under the question: Ms. Sabatura asked the candidates if they would be willing to prune and water the trees that are planted, and they said they would. Motion Carries.

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	YES	YES	YES	YES	YES	YES

Vote to approve the request for the 5th Annual Onofre Run - A motion was made by Mr. Shaw and seconded by Mr. Flick to approve the request. Under the question: Ms. Sabatura asked if volunteers will be provided for traffic control and if the streets will remain open during the event. Ms. Rhodes explained that all participants sign a waiver stipulating that there will be traffic along the race route. Ms. Rhodes also stated that one-third of the proceeds from the event got to the Nancy Quatrinni Fund at the Robert Packer Hospital.

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	YES	YES	YES	YES	YES	YES

Vote to authorize advertisement for bids for the Oliver Lane Pump Station Rehabilitation Project. A motion was made by Mr. Shaw and seconded by Mr. Flick to authorize advertisement for bids. **Under the question:** Mr. Osmun asked if the issue with settlement of the structure was addressed, and Mr. Jarrett explained that it is the opinion of the engineer that the structure will settle approximately two inches in a twenty year period. Ms. Sabatura asked if the project would be completed when the work is completed, and Mr. Jarrett stated that the scope of work would address all of the issues with the pump station. Motion Carries.

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	AYE	AYE	AYE	AYE	AYE	AYE

Vote to approve Resolution 2015-02 appointing Kandy Ferguson as Deputy Tax Collector in accordance with Act 164 of 2014 as recommended by the Administration Committee. A motion was made by Mr. Flick and seconded by Mr. Cerutti to approve Resolution 2015-02. **Under the question:** Ms. Sabatura stated that she had a problem with the appointment because Ms. Ferguson is the sister of the tax collector and she is also an employee of the Borough. Motion Carries

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	AYE	AYE	NAY	AYE	AYE	AYE

Vote to approve Resolution 2015-03 establishing a \$10.00 fee for duplicate tax forms as recommended by the Administration Committee. A motion was made by Mr. Shaw and seconded by Mr. Flick to approve Resolution 2015-03. **Under the question:** Mr. Farley stated that the fee was requested by tax collector. Motion Carries.

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	AYE	AYE	NAY	AYE	AYE	AYE

Vote to accept the proposal for engineering services submitted by Stiffler McGraw for the Milltown Pump Station Rehabilitation Project as recommended by the Administration Committee. A motion was made by Mr. Shaw and seconded by Mr. Osmun to accept the proposal for the project. **Under the question:** There were none. Motion Carries.

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	AYE	AYE	AYE	AYE	AYE	AYE

Vote to accept the proposal for engineering services submitted by Stiffler McGraw for the Chemung/Desmond Storm Sewer Extension Project as recommended by the Administration Committee. A motion was made by Mr. Shaw and seconded by Mr. Flick to accept the proposal for the project. **Under the question:** Mr. Osmun asked what the cost of the project would be, and Mr. Jarrett stated that a cost could not be determined until the engineering is completed. Mr. Jarrett explained that the intent of the project is to connect existing dry well structures on Desmond Street to the storm sewer line that runs down South Lehigh Avenue. Motion Carries.

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	AYE	AYE	AYE	AYE	AYE	AYE

Vote to accept the proposal for engineering services submitted by Stiffler McGraw for the Chemung/Wilbur/Glaser/Olive Sanitary Sewer Project as recommended by the Administration Committee. A motion was made by Mr. Shaw and seconded by Mr. Cerutti to accept the proposal for the project. **Under the question:** Mr. Osmun asked about the cost of the project, and Mr. Jarrett explained that it is necessary to complete the engineering before a cost can be known. Mr. Jarrett explained that the Borough saved \$145,000 by refinancing in December 2014 and a \$1.4 million line of credit was established specifically for this project. Motion Carries.

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	AYE	AYE	AYE	AYE	AYE	AYE

Vote to accept the proposal for engineering services submitted by Stiffler McGraw for the Valor Street Sanitary Sewer Project as recommended by the Administration Committee. A motion was made by Mr. Cerutti and seconded by Mr. Mr. Flick to accept the proposal for the project. **Under the question:** Mr. Osmun asked about the cost of the project, and Mr. Jarrett explained that it is necessary to complete the engineering before a cost can be known. Motion Carries.

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	AYE	AYE	AYE	AYE	AYE	AYE

Vote to approve the 2015 Shelter Agreement between the Borough and the Bradford County Humane Society. A motion was made by Mr. Osmun and seconded by Ms. Sabatura to approve the agreement. **Under the question:** Ms. Fice stated that terms of the agreement is the same as 2014. Motion Carries

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	YES	YES	YES	YES	YES	YES

Vote to approve the request from Danielle McCleeny to host a Wave of Light Ceremony in Howard Elmer Park. A motion was made by Ms. Sabatura and seconded by Mr. Shaw to approve the request. Under the question: Mr. Shaw stated that the event is hosted throughout the country. Motion Carries.

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	AYE	AYE	AYE	AYE	AYE	AYE

Vote to approve the request from Valley Cities Church of Christ to use Riverfront Park on August 15, 2015. A motion was made by Ms. Sabatura and seconded by Mr. Osmun to approve the request and to waive the \$50 rental fee. Under the question: There were none. Motion Carries.

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	AYE	AYE	AYE	AYE	AYE	AYE

Citizen Comments – Mr. Farley asked if there were any questions or comments regarding the actions taken by the Borough Council this evening. There were none.

Recess – Mr. Farley recessed the meeting at 6:50pm before going into executive session.

Executive Session – The Borough Council went into executive session at 7:00pm to discuss two personnel issues. The executive session ended at 7:09pm.

Approval of Bills List – A motion was made by Mr. Shaw and seconded by Mr. Flick to approval the bills list. Under the question: There were none. Motion Carries.

Mr. Daly	Mr. Flick	Mr. Osmun	Ms. Sabatura	Mr. Shaw	Mr. Cerutti	Mr. Farley
Excused	YES	NO	NO	YES	YES	YES

Adjourn – A motion was made by Mr. Shaw and seconded by Mr. Flick to adjourn the meeting at 7:09pm without objection.

Respectfully submitted,

David M Jarrett / Borough Manager-Secretary