

Borough Council - Regular Meeting
April 28, 2011

PUBLIC HEARING – Mr. Farley called the Public Hearing for the Borough’s 2011 Community Development Block Grant application to order at 5:30pm. Tim Phinney, CDBG Coordinator explained that the Borough can expect a 62% reduction in the 2011 entitlement compared to the 2010 entitlement. Mr. Phinney also explained that he has received a request for slum and blight removal funds from Val Chem to demolish an old building on their property. Mr. Phinney stated that slum and blight demolition is an eligible expenditure, however the reduction in funds limits the amount of money available for that type of project.

Mr. Jarrett asked for funding assistance to increase handicap accessibility to the dock at Island Pond. Mr. Jarrett stated that he would like to construct handicap accessible ramps from the Brock Street side of the pond, and then install a concrete pathway to the dock. Mr. Phinney stated that there is approximately \$11,400 from previous years that could be used for that type of project.

Mr. Phinney advised the Borough that based on the contract language for the funding used for the Hoover/Bradford/Draper Infrastructure project, the project must be completed by October 2011 although an extension could be requested. Mr. Jarrett stated that the project specifications have been completed and that the Borough Council would be voting later to advertise the specifications with the bid opening scheduled for May 19th.

With no other business to discuss, Mr. Farley adjourned the Public Hearing at 5:45pm without objection.

Public Hearing Sign In Sheet

Name	Address
Henry Farley, Council President	110 West Packer Avenue – Sayre
Eugene Cerutti, Council Vice-President	110 West Packer Avenue – Sayre
David Jarrett, Borough Manager	110 West Packer Avenue – Sayre
Elizabeth Fice, Finance Coordinator	110 West Packer Avenue – Sayre
Jonathan Foster, Borough Solicitor	110 West Packer Avenue – Sayre
Warren Howeler, Morning Times	201 North Lehigh Avenue – Sayre
Al Robinson, The Daily Review	206 Desmond Street – Sayre
Monty Hughes	714 Desmond Street -- Sayre

Call to Order – Mr. Farley called the regular meeting of the Borough Council to order at 6:00pm and Mr. Flick offered the prayer and led the pledge of allegiance.

Roll Call – The following members of the Borough Council were present; Mr. Daly, Mr. Flick, Mr. Hickey, Mr. Osmun, Mr. Cerutti, and Mr. Farley. **Also present;** Mr. Jarrett, Borough Manager, Ms. Fice, Borough Finance Coordinator, Gil Crossett, Assistant Fire Chief, Attorney Foster, Borough Solicitor, and Tim Phinney, CDBG Coordinator. Excused: Mr. Dydynski and Mayor Thomas.

Approval of the Minutes – The minutes of the March regular meeting will stand as presented.

Citizens to be Heard – The Borough Council was addressed by Shellie Northrup of Sayre who introduced herself as a member of the Community Shale Network, a organization that was formed due to interest in Marcellus Shale issues. Mrs. Northrup explained that the organization is concerned about water quality, housing, “boom town” effect, and maintaining business diversity. Mrs. Northrup asked if the Borough had any pending action to address drilling regulations, and Mr. Farley stated that the issue has not been raised in the Borough so far. Mrs. Northrup asked that the Borough consider the comments of the community on future zoning decisions.

Finance Report - The finance report for March 2011 was accepted and filed for audit.

Bills List – A motion was made by Mr. Cerutti and seconded by Mr. Osmun to approve the bills list. **Under the question:** Mr. Flick noted that there were some vehicle repairs made at Scoville Meno and he felt that the repairs could have been less expensive if they were completed by another garage and not a dealership. There were no other questions. **Roll Call: Mr. Daly, Mr. Flick, Mr. Hickey, Mr. Osmun, Mr. Cerutti, and Mr. Farley; YES. Mr. Dydynski; Excused. Motion Carries.**

Correspondence Report – There were no questions or comments of the correspondence report.

Appointed and Elected Officials Reports:

- **CDBG Coordinator** – Mr. Phinney reviewed the issues he presented at the CDBG public hearing.
- **Fire Chief** – There were no questions or comments for the Fire Chief.
- **Police Chief** – There were no questions or comments of the Police Chief's report.
- **Code Enforcement Officer** -- There were no questions or comments for the code program.
- **Borough Manager** – Mr. Jarrett stated that progress on the DPW/EOC building is continuing and that the floor in the EOC section of the building is complete and that construction of rooms will begin soon. Mr. Flick asked about the status of the new Police building. Mr. Jarrett explained that he met with the project architect Stiffler-McGraw earlier in the week and discussed the layout of the building and some changes that would be necessary to be compliant with code. Mr. Jarrett stated that he asked Stiffler-McGraw for a price for their services and that it was not received yet. Mr. Jarrett further explained that he will be in State College next week for a conference and that he plans to meet with Dave Macharola from Stiffler-McGraw while he is at the conference to discuss the firm's fee. Mr. Osmun stated that the Borough Council should be involved in the decisions regarding the new police building, and Mr. Jarrett stated that the floor plan for the building was approved by the Police Committee and that all he is doing now is seeking a price from the architect to design the building with the floor plan approved by the Committee. Mr. Jarrett stated that he has not expended any funds to date on the project, and that the meetings are nothing more than discussions of the fees that will be charged for architect and engineering services. Mr. Jarrett stated that the issue will be discussed further at the May Police Committee meeting.

A motion was made by Mr. Flick and seconded by Mr. Daly to authorize Mr. Jarrett to continue to move forward with the design process of the new police building. Under the question: There were no questions or comments. **Roll Call: Mr. Daly, Mr. Flick, Mr. Hickey, Mr. Cerutti, and Mr. Farley; YES. Mr. Osmun; NO. Mr. Dydynski; Excused. Motion Carries.**

Mr. Jarrett asked for an executive session following the meeting to discuss a personnel issue.

- **Borough Solicitor** – There were no questions on the Solicitor’s report, and Attorney Foster also asked for an executive session at the conclusion of the regular meeting.
- **Mayor** – Mayor Thomas was excused from the meeting.
- **Council President** -- Mr. Farley announced that the Borough Council was invited to attend the Bradford County Regional Arts Council anniversary celebration on Thursday, May 5, 2011 at 5:30pm. Mr. Farley also invited the Borough Council to the Borough’s annual Arbor Day event in Howard Elmer Park on Friday, April 29th at 12:15pm.
- **Valley Joint Sewer Authority** – Mr. Jarrett stated that a representative of Niagra Oil and Gas Services attended the Authority’s April meeting and presented a proposal to purchase the Authority’s discharge for \$1.00 per 1000 gallons. Mr. Jarrett stated that a Committee was formed that included him and that a response to the proposal will be sent very soon by Attorney Robert Landy.

Vote to purchase a 2011 Front End Loader through the Pennsylvania COSTARS Cooperative Purchasing Program. A motion was made by Osmun and seconded by Mr. Cerutti to purchase a 2011 Front End Loader through the Pennsylvania COSTARS Cooperative Purchasing Program in the amount of \$98,548. **Under the question:** Mr. Farley stated that grant funds will cover 50% of the cost and that the Borough will use Liquid Fuels Funds for the next five (5) years to pay for the piece of equipment. **Roll Call: Mr. Daly, Mr. Flick, Mr. Hickey, Mr. Osmun, Mr. Cerutti, and Mr. Farley; YES. Mr. Dydynski; Excused. Motion Carries.**

Vote to approve the bid submitted by Matco Electric, of Vestal, NY in the amount of \$34,710 for the emergency generator at the new Public Works and Emergency Operations Building. A motion was made by Mr. Flick and seconded by Mr. Daly to approve the bid submitted by Matco Electric, of Vestal, NY in the amount of \$34,710 for the emergency generator at the new Public Works and Emergency Operations Building. **Under the question:** Mr. Farley stated that grant funds from PA-DEP and PA-DCED will be used for the purchase. **Roll Call: Mr. Daly, Mr. Flick, Mr. Hickey, Mr. Osmun, Mr. Cerutti, and Mr. Farley; YES. Mr. Dydynski; Excused. Motion Carries.**

Vote to accept the bid from MorganRail Inc., of Temple, PA in the amount of \$21.00 per linear foot to replace approximately 750 linear feet of guiderail on Cayuta Street. A motion was made by Mr. Cerutti and seconded by Mr. Osmun to accept the bid from MorganRail Inc., of Temple, PA in the amount of \$21.00 per linear foot to replace approximately 750 linear feet of guiderail on Cayuta Street. **Under the question:** Mr. Farley stated that funds included in line item 438.2450 would be used for the project. **Roll Call: Mr. Daly, Mr. Flick, Mr. Hickey, Mr. Osmun, Mr. Cerutti, and Mr. Farley; YES. Mr. Dydynski; Excused. Motion Carries.**

Vote to approve Pay Request #1 submitted by G. Webster Inc. Athens, PA in the amount of \$46,657.19 for materials purchased to date for the interior construction of the Emergency Operations Center. A motion was made by Mr. Cerutti and seconded by Mr. Daly to approve Pay Request #1 submitted by G. Webster Inc. Athens, PA in the amount of \$46,657.19 for materials purchased to date for the interior construction of the Emergency Operations Center. **Under the question:** Mr. Farley stated that funds for the material purchase are provided in a grant from PA-DEP. **Roll Call: Mr. Daly, Mr. Flick, Mr. Hickey, Mr. Osmun, Mr. Cerutti, and Mr. Farley; YES. Mr. Dydynski; Excused. Motion Carries.**

Vote to approve Change Order #EC002 to Matco Electric in the amount for \$6,226.00 for incoming electric service conductor split and completion of interior electrical conduit installation. A motion was made by Mr. Hickey and seconded by Mr. Daly to approve Change Order #EC002 to Matco Electric in the amount for \$6,226.00 for incoming electric service conductor split and completion of interior electrical conduit installation. **Under the question:** Mr. Jarrett explained that the change order was necessary because a portion of the project originally included in the civil engineering work during the first phase was not completed and therefore the electrical contractor hired for the second phase needed to change the type of wire used for the project and install additional conduit. **Roll Call: Mr. Daly, Mr. Flick, Mr. Hickey, Mr. Osmun, Mr. Cerutti, and Mr. Farley; YES. Mr. Dydynski; Excused. Motion Carries.**

Vote to accept the resignation of Brandon McGaughey from the Department of Public Works effective. A motion was made by Mr. Cerutti and seconded by Mr. Flick to accept the resignation of Brandon McGaughey effective May 4, 2011. **Under the question:** Mr. Jarrett stated that Mr. McGaughey had accepted a position with a private company. Mr. Farley asked that a letter be sent thanking Mr. McGaughey for his service to the Borough. **Roll Call: Mr. Daly, Mr. Flick, Mr. Hickey, Mr. Osmun, Mr. Cerutti, and Mr. Farley; YES. Mr. Dydynski; Excused. Motion Carries.**

Vote to approve the request from Guthrie Healthcare System to reserve Howard Elmer Park for the organization's annual employee picnic on May 11, 2011 and to close South Wilbur Avenue between West Packer Avenue and Park Place during the event. A motion was made by Osmun and seconded by Mr. Daly to approve the request as presented. **Under the question:** There were no questions or comments. **Motion Carries.**

Vote to approve the request from the Sayre Historical Society to close South Lehigh Avenue between Desmond Street and Hayden Street, and allow use of the South Lehigh Avenue and North Lehigh Avenue parking lots on August 20, 2011 from 10am to 4pm for the first annual Sayre Historical Society History Fair. A motion was made by Mr. Flick and seconded by Mr. Daly to approve the request as presented and extend the road closure to Hayden Street. **Under the question:** Mr. Cerutti asked if traffic control would be provided by Fire Police, and Mr. Jarrett stated that he would recommend that to Historical Society. **Motion Carries.**

Vote to accept the resignation of David Jarrett from the Sayre Borough Planning Commission effective May 1, 2011. A motion was made by Daly and seconded by Mr. Osmun to accept Mr. Jarrett's resignation from the Planning Commission effective May 1, 2011. **Under the question:** There were no questions or comments. **Motion Carries.**

Vote to appoint a new representative to the Sayre Borough Planning Commission to a term effective May 1, 2011 to February 1, 2015. The Borough received two letters of interest for the vacancy. A motion was made by Mr. Osmun and seconded by Mr. Daly to appoint Rosanne McClary to the Sayre Borough Planning Commission to a term effective May 1, 2011 to February 1, 2015. **Under the question:** There were no questions or comments. **Motion Carries.**

Vote to advertise the specifications for the Hoover/Bradford/Draper Infrastructure project. A motion was made by Mr. Cerutti and seconded by Mr. Daly to advertise the specifications for the Hoover/Bradford/Draper Infrastructure project. **Under the question:** Mr. Osmun asked if the project should be advertised without knowing if the Borough's competitive grant is approved. Mr. Phinney stated that the project has 2009 and 2010 CDBG funds committed to it and according to the grant contract, the project should be completed by October 2011. Mr. Jarrett stated that specifications allow the Borough to hold the bids for 90 days before making a decision. There were no other questions or comments. **Motion Carries.**

Vote to prohibit parking on the West side of Chestnut Street between Lincoln Street and Plummer Street for a ninety day trial period beginning May 2, 2011.

A motion was made by Mr. Cerutti and seconded by Mr. Daly to prohibit parking on the West side of Chestnut Street between Lincoln Street and Plummer Street for a ninety day trial period beginning May 2, 2011. **Under the question:** Mr. Jarrett explained that need for the temporary action. There were no other questions or comments. **Motion Carries.**

Vote to adopt Resolution 2011 -05 establishing the fee for the demolition permit required for a structure in the Historic District. *This item was tabled until the May meeting.*

Vote to approve the agreement between the Borough of Sayre and Bradford County for the 2012 – 2016 NBIS Program – Umbrella Bridge Inspection Program. A motion was made by Mr. Osmun and seconded by Mr. Daly to approve the agreement between the Borough of Sayre and Bradford County for the 2012 – 2016 NBIS Program – Umbrella Bridge Inspection Program which requires a 20% local share from the Borough. **Under the question:** Mr. Osmun asked how the Borough would pay for the inspection service, and Mr. Jarrett stated that funds would be used from the Borough's road construction line item. **Roll Call: Mr. Daly, Mr. Flick, Mr. Hickey, Mr. Osmun, Mr. Cerutti, and Mr. Farley; YES. Mr. Dydynski; Excused. Motion Carries.**

Committee Reports

- Administration – Mr. Cerutti reviewed the issues discussed at the Committee's April meeting. The Administration Committee will be looking at an ordinance passed in the City of Pittsburgh that prohibits drilling in specific areas of the city at their May meeting.
- Public Safety – Mr. Daly stated that the Committee did not meet, and he provided a review of the impact the recent heavy rains had on the Borough.
- Library – Mr. Farley did not have anything to report.
- Planning & Zoning – Mr. Jarrett stated the Committee's recommendation for parking changes on Chestnut Street originated because cars are parking on both sides of the street and vehicles could not get through.

- Police – Mr. Hickey stated that the Committee discussed the Chief's concerns with bath salts in the area. The next meeting will be May 9th.
- Public Works – Mr. Osmun reviewed the issues discussed at the Committee's meeting. Mr. Jarrett stated the sweeping schedule is delayed due to repairs and although the Department is now short staffed, the sweeper will be out soon.
- Shade Tree Commission – Mr. Farley reminded the Council again about the Arbor Day Celebration and Mr. Jarrett announced that 20 new trees will be planted on April 29th.

Recess – Mr. Farley recessed the meeting at 6:45pm prior to beginning the executive session.

Executive Session – The Borough Council went into executive session at 6:50pm and came out at 7:50pm.

A motion was made by Mr. Flick and seconded by Mr. Osmun to hire Frank Lake, 124 North Hopkins Street as a per diem employee with the Department of Public Works. Under the question: Mr. Jarrett explained that Mr. Lake will be primarily assigned to the recycling center but he will also be given additional hours working on sewer issues and as needed until a full-time replacement is hired for Mr. McGaughey's position. **Roll Call: Mr. Daly, Mr. Flick, Mr. Hickey, Mr. Osmun, Mr. Cerutti, and Mr. Farley; YES. Mr. Dydynski; Excused. Motion Carries.**

Adjourn – With no other business to discuss, a motion was made by Mr. Daly and seconded by Mr. Flick to adjourn the meeting at 7:52pm. There were no objections. **Motion Carries.**

Respectfully submitted:

David M Jarrett
Borough Manager/Secretary