

Sayre Borough Council

Regular Meeting – July 21, 2011

Call to Order -- Mr. Farley called the meeting to order at 6:00pm and Mr. Cerutti offered the prayer and flag salute.

Roll Call – The following members of the Borough Council were present; Mr. Cerutti, Mr. Dydynski, Mr. Flick, Mr. Hickey, Mr. Osmun, and Mr. Farley. Also present; Mayor Thomas, David Jarrett, Borough Manager, Elizabeth Fice, Borough Finance Coordinator, and Jonathan Foster, Sr., Borough Solicitor. Excused: Mr. Daly and Robert Repasky, Fire Chief.

Approval of Minutes -- – There were no questions or comments of the minutes from the June Regular Council Meeting and the minutes will stand as presented.

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

- Richard Barry – 305 Maple Street (305 Peach Street) --- Addressed the Council regarding his concern with the changing of the name of Maple Street to Peach Street. Mr. Barry stated that he did not see the reason to change the name and asked what could be done to stop the name change.
- Sandra Keeney – 306 Maple Street (306 Peach Street) --- Stated that she did not agree with the changing of the street name and that she was shocked that the name was changed with little notice to the residents affected. Mrs. Keeney stated that the Borough should have done a better job with notification.
- Shellie Northrop – 124 Francis Street, Sayre --- Asked that there be better communication between the Borough Council and the Planning Commission, and that there be more transparency in the Borough government.

Finance Report – (Cash Account Balances as of June 30, 2011) – There were no questions or comments of the May 2011 finance report and it will be placed on file for audit.

Bills List – A motion was made by Mr. Osmun and seconded by Mr. Hickey to approve the bills list. **Under the question:** Mr. Osmun asked about the invoice submitted by Mar-Allen Construction for the repairs made to the Packer Avenue Bridge. Mr. Jarrett explained that there will be as second invoice submitted next month for approval that it will include a change order for additional repairs that were needed. There were no other questions or comments. **Roll Call: Mr. Cerutti, Mr. Dydynski, Mr. Flick, Mr. Hickey, Mr. Osmun and Mr. Farley; YES. Excused: Mr. Daly.**
Motion Carries.

Correspondence Summary – There were no questions or comments of the correspondence summary.

Appointed and Elected Officials Reports:

- ✚ CDBG Coordinator – Mr. Jarrett explained that the Borough was notified that it's application was not selected for funding during the most recent round of grant awards, and that he met with representatives of PA-DCED on June 29th to discuss the application. Mr. Jarrett stated that as a result of that meeting, PA-DCED agreed to re-evaluate the competitive grant application to determine if it qualifies for funding and decision is expected in two weeks.
- ✚ Fire Chief – There were no questions or comments.
- ✚ Police Chief --- There were no questions or comments.
- ✚ Code Enforcement Officer – Mr. Dydynski reported on the monthly activity at the code agency.
- ✚ Borough Manager – Mr. Jarrett announced that \$45,000 has been collected from delinquent sewer accounts during the past three weeks and that seventy (70) properties were posted for termination. Mr. Jarrett also reviewed the bids received for the paving project and the alleyway repair project.
- ✚ Solicitor's Report – Attorney Foster distributed a draft ordinance amendment for the vacation of the alleyway between North Elmer Avenue and North Lehigh Avenue between the Bradford Street and Tuscarora Street. The document was referred to the Administration Committee for further review. Attorney Foster also advised the Council that the Borough's sidewalk ordinance needs to be amended to designate responsibility of maintenance of the Detectible Warning

Devices that will be installed as part of the Borough's 2011 paving project and all future road construction projects. Attorney Foster also asked for direction on whether or not to require public utilities companies from installing the devices as part of their projects. Attorney Foster advised the Borough Council that there has been some question of the Borough's Contractor Insurance Verification Ordinance and that the ordinance may need to be amended. These issues will be discussed by the Administration Committee in August. Attorney Foster asked for a brief executive session to address personnel issues.

✚ Mayor's Report – Mayor Thomas explained that officers will be added for police patrols in the downtown as a result of the assault that occurred earlier in the week. Mayor Thomas stated that he will meet with the Police Committee next month and request that an additional full-time officer be hired.

✚ Council President – Mr. Farley announced that all future request for zoning changes to a property or properties must be submitted to the Code Enforcement Officer and that Mr. Cahill will present the request the Planning Commission. Mr. Farley also announced that the August Council meeting scheduled for Thursday, August 18th has been rescheduled to Thursday, August 25, 2011 at 6:00pm.

Vote to begin process to amend the Zoning Ordinance to change the light commercial district to the new transitional-residential district. Mr. Farley announced that because the Council does not have an updated copy of the proposed ordinance with the changes made by the Planning Commission at their meeting on July 19, 2011, the vote on the issue is tabled and referred back to the Planning & Zoning Committee for further review.

Vote to adopt Resolution 2011 – 09 authorizing host jurisdiction approval of the issuance of revenue bonds by the Central Bradford Progress Authority on behalf of the Guthrie Healthcare System. A motion was made by Mr. Cerutti and seconded by Mr. Dydynski to adopt Resolution 2011-09. **Under the question:** There were no questions or comments. Mr. Hickey abstained from the vote because he is a member of the Guthrie Healthcare System Trustee Board Member. **Motion Carries.**

Vote to award the bid for the 2011 Paving Project to the lowest responsible bidder upon review by the Borough Solicitor. A motion was made by Mr. Osmun and seconded by Mr. Flick to award the bid for the 2011 Paving Project to the lowest responsible bidder upon review by the Borough Solicitor. **Under the question:** Mr. Jarrett reviewed the bid results and explained that the scope of the project will be reduced to ensure that the project is completed within budget. Mr. Cerutti asked if the Borough has ever worked with the contractor in the past, and Mr. Jarrett explained that the parent company of the contractor had been a subcontractor on a previous paving project. **Roll Call: Mr. Cerutti, Mr. Dydynski, Mr. Flick, Mr. Hickey, Mr. Osmun and Mr. Farley; YES. Excused: Mr. Daly. Motion Carries.**

2011 PAVING PROJECT – Bid Results

Bidder	Milling	Top	Total
Contour Construction Group PO Box 534 Binghamton, NY	\$4.00 Per Square Yard \$56,380.00	\$81.00 / Ton \$137,052.00	\$ 193,432.00
Douglas Brothers Paving 6305 Wolcott Hollow Road Athens, PA	\$ 2.85 Per Square Yard \$40,170.75	\$93.90 / Ton \$158,878.80	\$ 199,049.55
Dalrymple Gravel & Contracting Co. Inc. 2105 South Broadway Pine City, NY 14871	\$ 5.00 Per Square Yard \$ 70,475.00	\$ 98.00 / Ton \$165,816.00	\$ 236,291.00

Vote to award the bid for the Alleyway Repair Project to the lowest responsible bidder upon review by the Borough Solicitor. A motion was made by Mr. Cerutti and seconded by Mr. Hickey to award the bid for the Alleyway Repair Project to the lowest responsible bidder upon review by the Borough Solicitor. Under the question: Mr. Jarrett explained that one bid was received for the project and within project estimates, however the scope of the project will be reduced to ensure that project is completed within budget. **Roll Call: Mr. Cerutti, Mr. Dydynski, Mr. Flick, Mr. Hickey, Mr. Osmun and Mr. Farley; YES. Excused: Mr. Daly. Motion Carries.**

ALLEYWAY REPAIR PROJECT – BID RESULTS

Bidder	Bid Amount
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<p>Douglas Brothers Paving 6305 Wolcott Hollow Road Athens, PA</p>	<p>\$ 1.82 Per Square Foot</p>
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Vote to re-classify Michael Henrich from the position of Laborer Class 1 to Operator/Laborer Class 2 effective August 1, 2011. A motion was made by Mr. Flick and seconded by Mr. Dydynski to re-classify Michael Henrich from the position of Laborer Class 1 to Operator/Laborer Class 2 effective August 1, 2011. **Under the question:** There were no questions or comments. **Roll Call:** Mr. Cerutti, Mr. Dydynski, Mr. Flick, Mr. Hickey, Mr. Osmun and Mr. Farley; **YES.** **Excused:** Mr. Daly. **Motion Carries.**

Vote to authorize Payment Application #3 submitted by G. Webster Inc. in the amount of \$160,120.11 as approved by the project architect. A motion was made by Mr. Cerutti and seconded by Mr. Hickey to authorize Payment Application #3 submitted by G. Webster Inc. in the amount of \$160,120.11 as approved by the project architect. **Under the question:** There were no questions or comments. **Roll Call:** Mr. Cerutti, Mr. Dydynski, Mr. Flick, Mr. Hickey, Mr. Osmun and Mr. Farley; **YES.** **Excused:** Mr. Daly. **Motion Carries.**

Vote to authorize Payment Application #2 submitted by Jeff Paul Plumbing and Heating in the amount of \$46,001.01 as approved by the project architect. A motion was made by Mr. Dydynski and seconded by Mr. Flick to authorize Payment Application #2 submitted by Jeff Paul Plumbing and Heating in the amount of \$46,001.01 as approved by the project architect. **Under the question:** There were no questions or comments. **Roll Call:** Mr. Cerutti, Mr. Dydynski, Mr. Flick, Mr. Hickey, Mr. Osmun and Mr. Farley; **YES.** **Excused:** Mr. Daly. **Motion Carries.**

Vote to authorize Payment Application #5 submitted by Matco Electric in the amount of \$43,538.85 as approved by the project architect. A motion was made by Mr. Cerutti and seconded by Mr. Osmun to authorize Payment Application #5 submitted by Matco Electric in the amount of \$43,538.85 as approved by the project architect. **Under the question:** There were no questions or comments. **Roll Call:** Mr. Cerutti, Mr. Dydynski, Mr. Flick, Mr. Hickey, Mr. Osmun and Mr. Farley; **YES.** **Excused:** Mr. Daly. **Motion Carries.**

Vote to advertise amendment to Chapter 163-74 of the Sayre Borough Code – Location of parking spaces for the physically challenged. A motion was made

by Mr. Dydynski and seconded by Mr. Hickey to advertise amendment to Chapter 163-74 of the Sayre Borough Code – Location of parking spaces for the physically challenged. **Under the question:** There were no questions or comments.

Motion Carries.

Vote to advertise amendment to Chapter 163-63 of the Sayre Borough Code – Parking Prohibited At All Time. A motion was made by Mr. Hickey and seconded by Mr. Cerutti to advertise amendment to Chapter 163-63 of the Sayre Borough Code – Parking Prohibited At All Time. **Under the question:** Mr. Jarrett explained that the trial period went very well and Mr. Flick stated that emergency vehicles and service vehicles can now go down the street without going around parked cars. There were no questions or comments. **Motion Carries.**

Vote to adopt Resolution 2011 – 10 Requesting an Automated Red Light Enforcement (ARLE) Transportation Grant for the Improvement of Signalized Intersection in the Borough of Sayre. A motion was made by Mr. Dydynski and seconded by Mr. Osmun to adopt Resolution 2011 – 10 Requesting an Automated Red Light Enforcement (ARLE) Transportation Grant for the Improvement of Signalized Intersection in the Borough of Sayre. **Under the question:** There were no questions or comments. **Motion Carries.**

Vote to approve the request submitted by Vanessa Pierce to host a kayaking and canoe event in support of the Breast Cancer/Leukemia Lymphoma Foundation on Sunday, August 7, 2011 at the Riverfront Park Boat Launch. A motion was made by Mr. Cerutti and seconded by Mr. Hickey to approve the request submitted by Vanessa Pierce to host a kayaking and canoe event in support of the Breast Cancer/Leukemia Lymphoma Foundation on Sunday, August 7, 2011 at the Riverfront Park Boat Launch. **Under the question:** Attorney Foster suggested that a waiver be provided to the event coordinator holding the Borough harmless in the event of an injury. Attorney Foster will provide the form that the Borough could include in the notification letter advising that permission was granted to host the event. **Under the question:** There were no other questions or comments. **Motion Carries.**

Vote to approve the request submitted by Tressa Wells to reserve Howard Elmer Park on October 15, 2011 for a public Rosary Rally in honor of Our Lady of Fatima. A motion was made by Mr. Hickey and seconded by Mr. Cerutti to

approve the request submitted by Tressa Wells to reserve Howard Elmer Park on October 15, 2011 for a public Rosary Rally in honor of Our Lady of Fatima. **Under the question:** There were no questions or comments. **Motion Carries.**

Vote to authorize Payment Application #3 submitted by Jeff Paul Plumbing and Heating in the amount of \$90,900.00 as approved by the project architect. A motion was made by Mr. Osmun and seconded by Mr. Cerutti to authorize Payment Application #2 submitted by Jeff Paul Plumbing and Heating in the amount of \$46,001.01 as approved by the project architect. **Under the question:** There were no questions or comments. **Roll Call: Mr. Cerutti, Mr. Dydynski, Mr. Flick, Mr. Hickey, Mr. Osmun and Mr. Farley; YES. Excused: Mr. Daly. Motion Carries.**

Vote to authorize Payment Application #4 submitted by G. Webster Inc. in the amount of \$87,145.46 contingent upon approval by the project architect. A motion was made by Mr. Flick and seconded by Mr. Hickey to authorize Payment Application #4 submitted by G. Webster Inc. in the amount of \$87,145.46 contingent upon approval by the project architect. **Under the question:** There were no questions or comments. **Roll Call: Mr. Cerutti, Mr. Dydynski, Mr. Flick, Mr. Hickey, Mr. Osmun and Mr. Farley; YES. Excused: Mr. Daly. Motion Carries.**

Committee Reports – The following Committee reports were presented;

- ❖ **Police Committee** – Mr. Hickey explained that the Committee discussed the possibility of grant funding to upgrade the Borough's traffic signals and the possible installation of devices that will be installed in emergency vehicles that activate a green signal in the direction that the emergency vehicle is traveling to an incident.
- ❖ **Public Safety** – Mr. Daly was excused from the meeting, but Mr. Jarrett reviewed the issues discussed by the Committee including the future purchase of fire equipment. Mr. Jarrett also stated that he and Mr. Daly will be attending a meeting with representatives of the Federal Emergency Management Agency to get information about possible funding for storm damage that occurred in April.
- ❖ **Administration Committee** – Mr. Cerutti reviewed the issues discussed at the Committee's June meeting.

- ❖ **Public Works** – Mr. Osmun reviewed the Committee meeting and that a partnership needs to be developed with businesses on weed control in the downtown. Mayor Thomas asked about the street sweeping schedule and Mr. Jarrett explained that the sweeper has been out this summer and that personnel are being trained so that there are additional operators for the sweeper.
- ❖ **Planning & Zoning** – Mr. Dydynski reviewed the Code Enforcement Agency's report and the Committee's June meeting.
- ❖ **Sayre Public Library** – Mr. Farley explained that the Library Board did not meet.
- ❖ **Shade Tree Commission** – Mr. Jarrett explained that there will be a tree planting project in the fall that will include the replacement of several dead trees. Mr. Jarrett also stated that the Commission will be meeting next month to address tree concerns that have been raised recently.

Recess – Mr. Farley recessed the meeting at 6:57pm for five minutes prior to going into executive session.

Executive Session – The Borough Council went into executive session at 7:02 pm to discuss personnel and litigation issues and came out of session at 7:34pm.

Vote to purchase security cameras from Teledair Communications, 2541 North Elmira Street, Sayre in the amount of \$6,500. A motion was made by Mr. Flick and seconded by Mr. Cerutti to purchase security cameras from Teledair Communications in the amount of \$6,500. **Under the question:** There were no questions or comments. **Roll Call:** Mr. Cerutti, Mr. Dydynski, Mr. Flick, Mr. Hickey, Mr. Osmun and Mr. Farley; **YES.** Excused: Mr. Daly. **Motion Carries.**

Vote to approve the Memorandum of Understanding between the Borough and David M. Jarrett effective September 6, 2011 through December 31, 2015. A motion was made by Mr. Dydynski and seconded by Mr. Hickey to approve the Memorandum of Understanding between the Borough and David M. Jarrett effective September 6, 2011 through December 31, 2015. **Under the question:** There were no questions or comments. **Roll Call:** Mr. Cerutti, Mr. Dydynski, Mr. Flick, Mr.

Hickey, and Mr. Farley; YES. Mr. Osmun; Abstain. Excused: Mr. Daly. Motion Carries.

Adjourn – With no other business to discuss, a motion was made by Mr. Hickey and seconded by Mr. Dydynski to adjourn the meeting at 7:35pm. There were no objections.
Motion Carries.

Respectfully submitted,

David M. Jarrett
Borough Manager/Secretary