

Borough Council

Minutes - April 28, 2016

Public Hearing – Mr. Farley called the Public Hearing for the proposed application is to request the transfer of Pennsylvania Restaurant Liquor License No. R-7845 into Sayre Borough from South Waverly Borough currently owned by Keystone Pizza Partners, LLC. The location of the head facility is 120 West Lockhart Street, Sayre, Pennsylvania 18840 which is currently owned by David G. Seck and Susan K. Seck and known as Chacona’s Restaurant to order at 5:45pm.

Attorney Damien Rossettie of Landy & Rossettie PLLC representing the applicants provided and overview of the request. Mrs. Seck presented sworn testimony pertaining to the location of the business, business operations, and hours of operation.

There were no questions or comments from the Borough Council or the public. *An official transcript of the Public Hearing is available upon request.*

Adjourn - Mr. Farley adjourned the Public Hearing at 5:56pm without objection.

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

Roll Call – The following members of the Borough Council were present; James Daly, Robert Flick, Eugene Osmun, Timothy Shaw, Irene Slocum, Eugene Cerutti, and Henry Farley. Also present; Gil Crossett, Fire Chief; Elizabeth Fice, Finance Coordinator; Attorney Jonathan Foster; Borough Solicitor; Christopher Kaiden, Code Enforcement Director; Blane Lathrop, DPW Foreman; Daniel Reynolds, Police Chief; Tracy Stroup, 1st Assistant Fire Chief; and David Jarrett, Borough Manager.

Approval of Minutes – The minutes of the March 31, 2016 Borough Council meeting were approved as presented.

Citizens to be Heard - Barbara Ault, 332 West Lockhart Street asked the Borough Council to schedule a meeting with the Planning Commission to discuss parking issues in the Borough.

Approval of Bills List – A motion was made by Mr. Daly and seconded by Mr. Flick to approve the April 2016 bills list. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

Correspondence Report – Mr. Osmun commended the Administration staff for the recent newsletter and appreciated the amount of information that was included in newsletter.

Finance Report – March 31, 2016 – There were no questions or comments.

Committee Minutes – The following minute were reviewed;

- Administration – Mr. Cerutti explained that the Committee met on April 12, 2016 and discussed the 2015 Audit, Local Services Tax Ordinance, Patriotic Banner Program, Firehouse Committee Report, Traffic Study Proposals, Request for Use of Borough Parks, and Liquor License Transfer application. Mr. Cerutti also stated that the Committee will provide members of the audience to ask questions prior to adjournment. Mr. Osmun asked if the auditors can present their findings to the full Borough Council.
- Public Works – Mr. Flick explained that the Committee met on April 11, 2016 and discussed the Street Sweeping Schedule, Valor/Keystone Infrastructure Project, Milltown Pump Station Upgrade, Desmond Street Streetscape Project, 2016 Paving Project, East Side Playground Equipment purchase, and the purchase of a new Street Sweeper. Mr. Osmun asked if the 800 block of North Wilbur Avenue can be included in the 2016 paving project. Mr. Flick also stated that the Committee will provide members of the audience to ask questions prior to adjournment.
- Public Safety – Mr. Daly explained that the Committee met on April 11, 2016 and discussed training that the Police Chief attended, the Fire Department’s ongoing efforts to promote recruitment, and Greater Valley EMS calls in the Borough. Mr. Daly also stated that the Committee interviewed Derrick Campbell for the available Per Diem Patrol Officer position on April 18, 2016, the Committee met after the interview and voted to recommend to the Borough Council that Mr. Campbell be hired.
- Code Enforcement – Mr. Cerutti explained that the Agency is continuing to work on Slum & Blight Issues and that some progress is being made on the Epstein Properties. Mr. Cerutti also stated that the Committee will provide members of the audience to ask questions prior to adjournment.
- Planning Commission – Mr. Daly reported that the Commission met on March 29, 2016 to review an application to convert a single family home to a two family home. Mr. Daly stated that the Commission denied the application but the Zoning Hearing Board met on a later date and approved the applicant’s request. Mr. Daly explained that the Commission will meet on May 3, 2016 to conduct interviews of the three (3) applicants for the Planning Commission Alternate member position and will meet on May 10, 2016 to review the sign ordinance and home occupations.
- Library Board – Mrs. Slocum reported that the Library’s annual fundraising event was held last week and was very successful.

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

- Police Chief – Chief Reynolds reported that the speed device was most recently positioned on North Keystone Avenue between Stevenson Street and Mohawk Street, and more than 75,000 cars were counted going Northbound during an eighteen (18) day period. Chief Reynolds also reported that Department’s Visual Alert system has been up and running for the past three months, and that the patrol officers will be able to begin filing traffic citations electronically next month. Mr. Shaw commended Officer Burlingame and Chief Reynolds for their commitment to the Borough’s DARE Program and asked that the Borough Council continue to fund the project in the future.
- Borough Manager – Mr. Jarrett reported the Borough continues to collect delinquent sewer accounts and that more than \$80,000 has been collected since the program began, he also reviewed the purchase of the new street sweeper and the need to develop a promissory note for the borrowed funds from Borough accounts. Mr. Jarrett provided updates for the projects outlined in his monthly report, and the three Borough sponsored events scheduled for the year. Mr. Jarrett also explained that a total of twenty-three (23) events are scheduled between May and December in a partnership with the Sayre Historical Society, Sayre Community Corporation, Howard Elmer Hose Company, and the Borough. Mr. Jarrett asked to discuss the proposed Desmond Street Streetscape Project later in the meeting after the agenda items are completed.
- Code Enforcement Director – There were no questions or comments regarding Mr. Kaiden’s report.
- Fire Chief – Chief Crossett reported that the Department will be hosting an open house on April 30th at the Wheelock station for the students that expressed interest in joining the fire department during the career day event hosted at Sayre High School.
- Valley Joint Sewer Authority – Mr. Farley reported that the plant is running efficiently.
- Borough Solicitor – Attorney Foster explained that a contractor was hired to repair the roof at 105 Iroquois Street. Attorney Foster also stated that he reviewed the Local Service Tax regulations and that the Borough cannot adjust the income exemption above \$12,000.

Vote to *approve* or *deny* the application to transfer a Pennsylvania Restaurant Liquor License No. R-7845 into Sayre Borough from South Waverly Borough currently owned by Keystone Pizza Partners, LLC. The location of the head facility is 120 West Lockhart Street, Sayre, Pennsylvania which is currently owned by David G. Seck and Susan K. Seck and known as Chacona’s Restaurant. A motion was made by Mr. Osmun and seconded by Mrs. Slocum to approve the application to transfer a Pennsylvania Restaurant Liquor License No. R-7845 Keystone Pizza Partners, LLC to Chacona’s Restaurant. Under the question: Mr. Flick and Mr. Osmun both stated that they support the transfer of the license because it will help Chacona’s Restaurant compete with other restaurants in the areas that have liquor licenses. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

Vote to approve the purchase of new street sweeper from Stewart-Amos

Company in the amount of \$180,045.72 as recommended by the Public Works Committee. A motion was made by Mr. Flick and seconded by Mr. Daly to approve the purchase of the new street sweeper. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

Vote to approve the purchase of additional GIS software in the amount of \$1,648.00 and an additional \$300 per year for the maintenance agreement from Arc/GIS as recommended by the Public Works Committee. A motion was made by Mr. Daly and seconded by Mr. Mosmun to approve the additional GIS software in the amount of \$1,648.00 and an additional \$300 per year for the maintenance agreement from Arc/GIS. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

Vote to approve the purchase of new swing set and sliding board for the John Stetz Sr. Memorial Eastside Park for an amount not to exceed \$5,000 as recommended by the Public Works Committee. A motion was made by Mr. Daly and seconded by Mrs. Slocum to purchase of new swing set and sliding board for the John Stetz Sr. Memorial Eastside Park for an amount not to exceed \$5,000. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

Vote to advertise the 2016 Paving Project for bids as recommended by the Public Works Committee. A motion was made by Mr. Daly and seconded by Mr. Flick to advertise the 2016 Paving Project for bids. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; AYE.**

Vote to extend an offer of employment to Derek Campbell as a Per Diem Patrol Officer as recommended by Public Safety Committee. A motion was made by Mr. Osmun and seconded by Mr. Daly to extend an offer of employment to Derek Campbell as a Per Diem Patrol Officer. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES. Mr. Shaw; NO.**

Vote to approve Change Order #1 in the amount of \$39,791.00 submitted by Vacri Construction for additional work related to the Chemung & Desmond Stormwater Project as recommended by the Eric Casanave, P.E. Project Engineer. A motion was made by Mr. Flick and seconded by Mr. Daly to approve Change Order #1 in the amount of \$39,791.00. **Under the question:** Mr. Jarrett explained that the change order was the result of additional work completed in conjunction with the collapse of the edge of the roadway and curbing. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; AYE.**

Vote to approve the requests for the use of Howard Elmer Park and Riverfront Park as recommended by the Administration Committee. A motion was made by Mr. Shaw and seconded by Mr. Osmun to approve the requests to use Howard Elmer Park and Riverfront Park. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; AYE.**

Desmond Street Streetscape Project – Mr. Jarrett reviewed the proposed scope of work and explained that the project could be fast-tracked to be completed before the opening of the new medical offices on June 6, 2016. Mr. Jarrett explained that the project would include 500 linear feet of new curbing and the construction of five bump-out areas that would be used for tree planting a new downtown clock. Mr. Jarrett presented a brochure that was developed to promote the project and solicit donations. Mr. Jarrett stated that there is already interest in the project and that a local family is willing to provide a large donation for the project.

✚ **Vote to advertise the Desmond Street Streetscape Project** - A motion was made by Mr. Daly and seconded by Mr. Flick to authorize advertisement to replace 500 linear feet of curbing and to construct five (5) bump outs on the eastside of the street. **Under the question:** Mr. Shaw stated that he was concerned that the project is being rushed. Mr. Jarrett stated that he and Mr. Farley originally discussed the project last year and that pieces have fallen into place within the last few weeks. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; AYE. Mr. Shaw; NAY.**

✚ **Vote to move forward with the Downtown Clock Project** - A motion was made by Mr. Cerutti and seconded by Mr. Osmun to move forward with the project. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; AYE.**

Recess – Mr. Farley recessed the meeting at 6:53pm.

Executive Session – The Borough Council went into executive session at 7:04pm to discuss a real estate issue and potential litigation issue involving a zoning issue. The session ended at 7:55pm.

Child Care Facilities – A motion was made by Mr. Flick and seconded by Mr. Osmun to authorize the Borough Solicitor to amend the section of the Borough relating to Childcare Facilities to be compliant with State Law. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; AYE.**

Vote to Adopt Resolution 2016-08 - A motion was made by Mr. Shaw and seconded by Mr. Osmun to adopt Resolution 2016-08 authorizing the Sayre Borough Administration Committee to negotiate the site location of the proposed new Firehouse with the property owners based on the locations recommended in the Sayre Borough Firehouse Committee Report. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; AYE.**

Adjourn – A motion was made by Mr. Daly and seconded by Mr. Osmun to adjourn the meeting at 7:56pm. There were no objections.