

**Borough Council**  
**Minutes – September 26, 2013**

**Call to Order** – Mr. Farley called the meeting to order at 6:00pm

- Mr. Farley announced that anyone recording the meeting must identify that they are doing so and the following people acknowledged that they are recording the meeting; Warren Howeler, Morning Times, Ron Cole, WATS/WAVR, Jan Scott, Barbara Ault, and Jim Daly. Mrs. Ault later stated that she was not recording the meeting because she could not operate the recorder.
- Mr. Farley also announced that interruptions during the meeting will not be tolerated and asked that Council members and the public be respectful of each other. Mr. Farley stated that the public may ask questions or make comments prior to the conclusion of the meeting regarding action that has been taken during the meeting
- Ms. Sabatura 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, Maureen Howland, Eugene Osmon, JoAnn Sabatura, Eugene Cerutti, and Henry Farley. **Also present;** Mayor Thomas, Elizabeth Fice, Finance Coordinator, Jonathan Foster, Solicitor, Blane Lathrop, DPW Foreman, Nick Shamot, DPW Systems Operator, Gil Crossett, Fire Chief, and David Jarrett, Borough Manager.

**Approval of the Minutes** - The minutes of the August 22<sup>nd</sup> Council meeting, CDBG Public Hearing on September 4<sup>th</sup>, and CDBG Public Hearing on September 18<sup>th</sup> were all approved as presented.

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

- Jan Scott, 204 Hayden Street - Mrs. Scott asked the Borough Council to support the request from Greater Valley EMS for funding for a new air system. Mrs. Scott also thanked the Administration Committee for their consideration of adding a second Citizens to be Heard.
- Jeff Geiss, 114 South Hopkins Street - Addressed the Borough Council regarding curbs on the street. Mr. Geiss asked about installing new curbing while the street is under construction. Mr. Farley stated that the issue will be discussed later on in the meeting.

- Joseph Dantini, 130 South Hopkins Street – Addressed the Borough Council regarding curbs on the street, and stated he was in agreement with Mr. Geiss’ comments.
- Barbara Ault, 332 West Lockhart Street – Addressed the Borough Council regarding the ongoing work by the Planning Commission to prepare revisions to Chapter 173 which is necessary to be consistent with the Borough’s Comprehensive Plan. Mrs. Ault stated that the Planning Commission has completed work on the definitions, zoning districts except for the Floodplain and Conservation Districts. Mrs. Ault asked if the Planning Commission should continue with the revisions, and Mr. Daly stated that it is necessary to continue to working on the revisions. A motion was made by Mrs. Sabatura and seconded by Mr. Daly to authorize the Planning Commission to continue working on revisions to Chapter 173.
- Susan Alvino, 317 North Lehigh Avenue – Addressed the Borough Council regarding the intersection of North Wilbur Avenue and Stevenson Street. Mrs. Alvino stated that she was recently involved in an accident at that intersection and that motorists, especially those from outside the area, do not realize that the intersection is only a Two-Way Stop intersection. Mrs. Alvino asked if the Public Safety Committee could discuss adding signs to the area advising motorists to use caution at the intersection. Mr. Osmun asked Mr. Jarrett to discuss the issue with Chief Guinane prior to the Public Safety Committee next week.
- Janice Gardner, 103 Park Place – Thanked Ms. Sabatura for attending a recent meeting with representatives from Preservation Pennsylvania who discussed the benefits of historic preservation on economic development.

**Finance Report** – There were no questions or comments on the finance report, and it will be filed for audit.

**Bills List** – A motion was made by Mr. Daly and seconded by Mrs. Howland to approve the bills list. **Under the question:** Mr. Osmun asked about the invoice from Scottsdale Insurance for \$1,000. Ms. Fice explained that it was the Borough’s deductible for a recent lawsuit settlement.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
Yes	√	√	√	√	√	√	√
No							

**Correspondence List** – The following issues were discussed;

- Administration Committee Minutes – Ms. Sabatura stated that she had asked that \$400 be provided to the VFW not the American Legion.
- Request to Use Park – Mr. Farley stated that the Borough received a request to use Howard Elmer Park for a wedding in August 2014. A motion was made by Mr. Osmun and seconded by Mr. Cerutti to approve the request. There were no questions or objections.

**Appointed and Elected Officials Reports:** The following reports were made to the Borough Council;

- ✚ Fire Chief – Chief Crossett informed the Borough Council that the Department’s Recruitment Day is scheduled for Saturday, October 12<sup>th</sup> at 1:00pm. The program will be held at the Public Works Building. Chief Crossett also advised the Borough Council that the Department’s ladder has been taken out of service pending repairs. Chief Crossett explained that an inspection was completed earlier in the day and determined that turntable portion of the aerial was not operating properly. Chief Crossett reiterated that only the ladder aspect of the truck is out of service, and the fire truck will continue to respond to calls. Mutual aid will be provided by Athens Borough and Athens Township for any calls that require an aerial response.
- ✚ Police Chief - There were no questions or comments.
- ✚ Code Enforcement Agency – Mr. Cerutti explained that the Agency has prepared an informational brochure addressing the Pennsylvania Consumer Protection Act and that the brochures are provided to each permit applicant. Mr. Flick and Mayor Thomas suggested that the brochures be provided to residents through the January 2014 sewer bill mailing.
- ✚ Valley Joint Sewer Authority – Mr. Farley explained that the project is progressing and expected to be completed in a year. Mr. Farley stated that the municipalities are repaying the project loan based on the full \$20 million amount.
- ✚ Borough Manager’s Report – Mr. Jarrett reviewed the items included in his monthly report and also discussed curbing on Hopkins & Woodworth Streets, the Systems Operator/Laborer Vacancy, Franklin Street Drainage Issue, Center Street Roadway Repairs, and Elsbree Street Drainage issue.

**Vote to approve Change Order #1** - A motion was made by Mr. Flick and seconded by Mr. Cerutti to approve Change Order #1 issued by Contour Construction in the amount of \$32,220 for curbing work on South Hopkins Street and Woodworth Street. **Under the question:** Mr. Jarrett explained that the total cost of the curbing will be \$92,220 and that the Borough will receive a \$60,000 credit from Aqua PA and an additional \$40,000 credit from Vacri Construction for work that was deleted from the project.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
Yes	√	√	√	√	√	√	√
No							

**Vote to approve Pay Request #2** - A motion was made by Mr. Flick and seconded by Mr. Daly to approve Pay Request #2 submitted by Vacri Construction in the amount of \$115,399.81 for work completed on the Hopkins/Woodworth Infrastructure Project. **Under the question:** There were no questions or comments.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
Yes	√	√	√	√	√	√	√
No							

✚ Solicitor's Report – Attorney Foster advised the Borough Council that the deadline to file an appeal of the new FEMA Floodplain maps is in November. Ms. Sabatura suggested that a meeting be scheduled with residents affected by the map changes to answer any questions they may have. Attorney Foster stated he would send a letter to the residents explaining the new maps and the appeal process after a date for the meeting has been set. Attorney Foster is also preparing the Detectable Warning Device ordinance and an amendment to the Contractor registration ordinance.

✚ Emergency Management - Mr. Daly stated that the flood stage was increased from 11 feet to 13 feet, and the major flood stage was increased to 16 feet. Mr. Daly stated that there is an anniversary ceremony scheduled for October 5<sup>th</sup> to honor Cy Morris' 40<sup>th</sup> year of service to Greater Valley EMS.

✚ Mayor – Mayor Thomas commended the Borough Council on the recent \$1 million grant for the Oliver Lane Pump Station.

✚ Council President – Mr. Farley announced that that the Borough has forwarded the following sub-division requests to the Bradford County Planning Office for review;

- ❖ **Request #1** - Guthrie Healthcare Physicians Parking Lot – Hayden Street
- ❖ **Request #2** - Guthrie Healthcare Physicians Parking Lot – Hayden Street (Property Line Adjustment)
- ❖ **Request #3** - Guthrie Healthcare Employee Parking Lot – Thomas Avenue

Mr. Farley also announced that the Borough has completed the 2014 Minimum Municipal Obligation (MMO) calculations for the Uniform and Non-Uniform Pension Plans. The MMO has been reviewed and approved by UNIVEST the Borough’s Pension Administrator and will be included in the 2014 budget as required by the Commonwealth of Pennsylvania.

**Vote to approve the promotion of Nicholas Shamot to the position of Department of Public Works Assistant Foreman effective October 1, 2013 as recommended by the Public Works Committee.** A motion was made by Mr. Osmun and seconded by Mr. Daly to approve the promotion of Nicholas Shamot to the position of Department of Public Works Assistant Foreman effective October 1, 2013. **Under the question:** There were no questions or comments.

	Daly	Flick	Howland	Osmun	Sabaturo	Cerutti	Farley
Yes	√	√	√	√	√	√	√
No							

**Vote to fill the Systems Operator/Laborer vacancy in the Department of Public Works.** A motion was made by Mr. Flick and seconded by Mr. Daly to hire William Whitmarsh to fill the Systems Operator/Laborer vacancy in the Department of Public Works. **Under the question:** Mr. Whitmarsh was introduced to the Borough Council.

	Daly	Flick	Howland	Osmun	Sabaturo	Cerutti	Farley
Yes	√	√	√	√	√	√	√
No							

**Vote to approve the request from Greater Valley EMS for \$7,960 for the purchase of a new cascade system that will be utilized to fill air packs for firefighters during emergency calls as recommended by the Public Safety Committee and by the Administration Committee.** A motion was made by Mr. Osmun and seconded by Mr. Cerutti to approve the request from Greater Valley EMS for \$7,960 for the purchase of a new cascade system. **Under the question:** Mr. Osmun asked if all bid requirements have been followed. Chuck Bement, Executive Director of

Greater Valley EMS stated that all requirements were followed. Ms. Sabatura asked if consideration was given to applying for grant funds. Mr. Bement stated that GVEMS has applied for grants through the Fire & EMS grant program and that funds have been used for equipment and debt reduction.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
Yes	√	√	√	√	√	√	√
No							

**Vote to approve the purchase of an emergency generator for the North East Street Sanitary Sewer Pump Station from Kinsley Power Systems in the amount of \$17,310.00.** A motion was made by Mr. Daly and seconded by Mr. Flick to approve the purchase of an emergency generator for the North East Street Sanitary Sewer Pump Station from Kinsley Power Systems in the amount of \$17,310.00. Under the question: There were no questions or comments.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
Yes	√	√	√	√	√	√	√
No							

**Vote to approve the purchase of an emergency generator for the Olive Lane Pump Station from Kinsley Power Systems in the amount of \$26,675.00.** A motion was made by Mr. Osmun and seconded by Mrs. Howland to approve the purchase of an emergency generator for the Olive Lane Pump Station from Kinsley Power Systems in the amount of \$26,675.00. **Under the question:** There were no questions or comments.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
Yes	√	√	√	√	√	√	√
No							

**Vote to hire Austin Excavating, Waverly, New York to install three (3) new drywells, storm-water pipe, and repave the intersection of Franklin & Louise Streets for an amount not to exceed \$15,000.** A motion was made by Mr. Flick and seconded by Mr. Daly to hire Austin Excavating, Waverly, New York to install three (3) new drywells, storm-water pipe, and repave the intersection of Franklin & Louise Streets for an amount not to exceed \$15,000. **Under the question:** Mr. Cerutti asked if the scope of work included road work north of the intersection with Louise Street. Mr. Shamot stated that the scope of work only included to the telephone pole located on the corner but that he would review the project with the contractor and determine if the work area needed to be increased.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
Yes	√	√	√	√	√	√	√
No							

**Vote to approve the requests of Jon Almoradie & Haley Luvison to conduct a “Canning Event” on Saturday, September 28, 2013 for the Pennsylvania State University’s THON program.** A motion was made by Mr. Cerutti and seconded by Mr. Daly to approve the requests of Jon Almoradie & Haley Luvison to conduct a “Canning Event” on Saturday, September 28, 2013 for the Pennsylvania State University’s THON program. **Under the question:** Mr. Jarrett explained that Penn State students have conducted canning events in the past and that both requests included locations and participants. Mr. Jarrett also stated that the event may continue on Sunday, September 29<sup>th</sup>.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
Aye	√	√	√	√	√	√	√
Nay							

**Committee Reports** – The following reports were provided;

- Public Works Committee – Mr. Cerutti reviewed the issues discussed at the Committee’s September Meeting.
- Administration Committee – Mr. Cerutti stated that the Committee recommended that a donation of \$400 be provided to the Sayre VFW in 2014. Mr. Cerutti also stated that the 2014 budget will be presented at the Administration Committee’s meeting on October 1<sup>st</sup>.
- Library – Mr. Farley stated that Library’s 16<sup>th</sup> annual wine & cheese fundraiser was held on September 19<sup>th</sup> and that the event was successful.

**Citizen Questions or Comments** - Mr. Farley asked if there were any questions or comments regarding the votes that were held.

- Jeff Geiss, 114 South Hopkins Street – Thanked the Borough Council for approving the curbing for South Hopkins and Woodworth Streets.
- Gil Crossett, 179 Cayuta Street – Asked the Borough Council to move forward with the removal of the brick crosswalks at the intersection of Desmond Street and West Packer Avenue. Mr. Crossett also stated that the renovation of the New Kambo Restaurant is very nice and that he felt the storefront is one of the nicest on that intersection.

**Recess** – Mr. Farley recessed the meeting at 7:04pm.

**Executive Session** - The Borough Council went into executive session at 7:10pm to discuss a potential litigation issue. The session ended at 7:24pm.

**Adjourn** - A motion was made by Mrs. Howland and seconded by Mr. Daly to adjourn the meeting at 7:25pm. There were no objections.

Respectfully submitted,

David M. Jarrett  
Borough Manager/Secretary