

**CLARKS GREEN BOROUGH  
COUNCIL MINUTES  
FEBRUARY 19, 2014**

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**CALL TO ORDER:** President Rinaldi called the meeting of the Clarks Green Council to order at 7:00 p.m. with the Pledge of Allegiance.

**ROLL CALL:** Secretary/Treasurer Brown conducted roll call. The following were present: Mr. Barrasse, Mrs. Earley, Mr. Hughes, Ms. Palmer, Mr. Phillips, Mr. Rinaldi, Mr. Williams, Mayor Thorburn, Solicitor Weinschenk

**APPROVAL OF MINUTES:** Ms. Palmer motioned, seconded by Mr. Hughes to approve the minutes of the January 15, 2014 Council meeting. All in attendance voted in favor.

**MAYOR'S REPORT:** Officer Scott Siegler, South Abington Police Department was in attendance to answer any questions. President Rinaldi asked about a missing person in Clarks Green. Office Siegler replied that it was a child who returned home the next day. Ms. Palmer inquired about a tractor-trailer which was parked on E. Grove Street for 5-6 hours. Officer Siegler replied his report is for the month of January and he would have this information when he presents the February Police Report. Joe Barrasse inquired about a snow plow/Clarks Green resident incident. Officer Siegler replied the resident has agreed to make arrangements to pay for the damages. Mr. Barrasse asked if there was anything Council could do to help. Officer Siegler replied "be vigilant" and let the police know when anything out of the ordinary happens. Mr. Barrasse thanked the police department for doing a great job. Mr. Sherlock, a resident who was in attendance at the meeting, asked about the effectiveness of VASCAR lines on Maple Avenue in Clarks Summit. Mayor Thorburn then presented the Centennial Committee report which included speaking about the 5k run/walk, a Health Fair presented by Mary Rose Smith and Scranton Heart, the Veteran's plaque, acquiring approximately 10 Model A cars for the event, as well as an update about descendants of the Clark family who will be in attendance. He reported letters have been sent to Clarks Green and Clarks Summit businesses asking for donations. A Centennial pamphlet which was designed by volunteer Pam Osborne was distributed and will be included in the next sewer bill to residents. Ms. Palmer reported she was going to ask Pat Williams at the last ACOG meeting about starting the Memorial Day parade in Clarks Green; however he left before she had a chance to talk to him. She will continue to try to contact him. Vice-President Williams discussed the stage which will be used during the music portion of the Centennial celebration. In addition, he discussed the \$500 Arts & Cultural Grant which Mrs. Earley is working on. The next Centennial meeting will be held Tuesday, February 25 at 7 p.m.

**VISITORS:** Meredith Colohan, 505 Electric Street, Scranton; William Sherlock, 329 Clark Street; Patrolman Scott Siegler, South Abington Police Department.

**PUBLIC COMMENT:** William Sherlock, a 41 year resident at 329 Clark Street, addressed Council to discuss trash receptacles, a trash fee discount for households with 1 person, and the speeding problem on Clark Street with a suggestion of using speed bumps. He also discussed the sewer fee being based on water consumption. Mayor Thorburn discussed the legality of using speed bumps. He will check with the Police Department.

**SOLICITOR'S REPORT:** Solicitor Weinschenk discussed Ordinances for Stormwater Management, which he had forwarded onto members of Council. The two (2) Ordinances will be advertised and will be ready for action at the March meeting. Mr. Hughes motioned, seconded by Ms. Palmer to advertise the Stormwater Ordinances. Mr. Barrasse, Ms. Palmer, Mrs. Earley, Mr. Hughes, Mr. Williams, Mr. Rinaldi and Mr. Phillips voted in favor. Solicitor Weinschenk then discussed the letter which was received from EMC Insurance Company regarding the Hvezda litigation. He also stated the complaint has never been served on the Borough since it was filed on January 16, 2014. Mr. Hughes asked Solicitor Weinschenk to give an update on the RACP Grant receipt of funds. He responded that the package is complete and all final documents have been submitted to the Office of the Budget.

**TREASURER'S REPORT AND BILL APPROVAL:** Mr. Hughes presented the Treasurer's report which was filed for audit. Current fund balances are:

Capital Fund Money Market	\$	23,514.97
Centennial Checking		1,844.29
General Fund Checking		159,774.25
General Fund Money Market		35,241.08
Sewer Fund Checking		227,971.20
Sewer Fund Money Market		84,917.67
State Funds Checking		<u>3,052.77</u>
<b>Total Checking/Savings</b>	\$	536,316.23

Mr. Hughes reviewed checking account balances with balances compared to last year's and last month's figures. With no questions from members of Council, Mr. Hughes motioned, seconded by Ms. Palmer to accept the Treasurer's Report and ratify the payment of the bills for January. Ms. Palmer, Mrs. Earley, Mr. Hughes, Mr. Barrasse, Mr. Rinaldi, Mr. Phillips and Mr. Williams voted in favor. He then discussed sewer payments with regards to letters that had been sent to residents who had a balance above \$270.00 and who were not already on Lien or on a payment plan. Mr. Hughes then reviewed comparison amounts on the Budget vs. Actual report.

**BUILDING & GROUNDS:** Mr. Phillips reported he is working on the Re-Invest grant application. He will be completing the grant application with Mr. Rinaldi. Mr. Phillips motioned, seconded by Mrs. Earley to proceed with the grant application. Mrs. Earley, Mr. Phillips, Mr. Rinaldi, Mr. Hughes, Mr. Williams, Mr. Barrasse and Ms. Palmer voted in favor.

**HEALTH & SAFETY:** Mr. Barrasse reported that the fire department presentation will be held at the Work Session in March. In addition, a presentation will be made to Mike Pehonich, a DPW employee who assisted a Clarks Green resident who was in need of medical help. In addition, Mr. Barrasse discussed the benefit of having a first aid kit available in one of the DPW trucks. He will seek donations for items in the kit. Mr. Rinaldi discussed the liability issue of Mr. Pehonich's involvement and, after speaking with DGK, he reported that the Borough is covered. Mr. Barrasse also discussed two complaints regarding snow removal which he will follow up with.

**PUBLIC WORKS:** Mrs. Earley reported the Vassar Avenue resident contacted the Borough Solicitor today to report that he will comply with the Borough request as soon as the snow cover clears. In addition, she reported on the icing/water problem on North Abington Road and will be working with the Borough Engineer, the DPW Foreman and with Rep. Flynn to push for work to be done on this problem. Mrs. Earley motioned, seconded by Ms. Palmer to submit the order for road salt for the 2014-2015 winter. Once approved, it can be submitted prior to the March deadline. Mr. Williams, Mr. Rinaldi, Mr. Barrasse, Ms. Palmer, Mrs. Earley, Mr. Phillips and Mr. Hughes voted in favor. She reported the DPW Foreman feels confident there will be enough salt to finish out the winter. The light on the DPW truck which was damaged by the resident will be paid for by the resident. Mrs. Earley then motioned, seconded by Mr. Hughes to all the Borough Engineer to prepare paperwork to seek bids for camera and grout work on sewer lines for the following streets: Abington Road, Glenburn, Birchwood, Highland and Princeton. Mr. Phillips, Mr. Barrasse, Ms. Palmer, Mrs. Earley, Mr. Williams, Mr. Hughes and Mr. Rinaldi voted in favor. In closing, Mrs. Earley motioned, seconded by Mr. Hughes to allow the DPW to attend a Pennsylvania One Call workshop on March 18 from 8:30 a.m. - 12:00. Mr. Rinaldi, Mr. Hughes, Mr. Williams, Mrs. Earley, Ms. Palmer Mr. Barrasse and Mr. Phillips voted in favor.

**REFUSE & RECYCLING:** Mr. Rinaldi reported the Refuse & Recycling bids were due Monday, February 17, 2014. Three (3) responses were received which included responses from County Waste, J. P. Mascaro and Waste Management. Mr. Rinaldi distributed a spread sheet of the results which showed County Waste as the low bidder. Solicitor Weinschenk reviewed the documents and found that the documents and bid bond from County Waste were in order. Mr. Hughes compared the final numbers and reported a savings of approximately 9.75% during the next five (5) years with the County Waste bid. Ms. Palmer motioned, seconded by Mr. Barrasse to accept County Waste as the low bidder for the five (5) year Refuse & Recycling contract for the alternative of carts and unlimited bulk waste. Mr. Barrasse, Ms. Palmer, Mrs. Earley, Mr. Williams, Mr. Phillips, Mr. Rinaldi and Mr. Hughes voted in favor. Mr. Hughes reported the last year of the County Waste bid is lower than the Lakeland Sanitation bid was in the first year, five (5) years ago.

**PERSONNEL:** Mr. Williams discussed revisions on the Weekly Time Sheet for the purpose of clarifying comp time earned and comp time used. In addition, he discussed the Employee Activity Timeline form. President Rinaldi reported sixty-five and a half (65 1/2) hours of overtime was reported in the last two weeks by the DPW due to snow removal which totaled \$1,691.07.

**AAJRB COMMITTEE:** Ms. Palmer reported no meeting had taken place in January, however she reported on a publication she received for recycling bins which would be located in public places. She will discuss this at the next ACOG meeting. Mr. Rinaldi reported he received an e-mail from Bill Risse which contained the minutes to the AAJRB January 24 meeting.

**ACOG:** Ms. Palmer reported on a successful meeting. Old Forge Borough has now joined ACOG. Dan Cohen, with the COMCAST contract, is working to sign enough members to allow a cheaper rate.

**OLD BUSINESS:** Solicitor Weinschenk reported all COMCAST documents are in order regarding the engagement letter and Franchise Renewal & Historical Audit. Council discussion ensued. Ms. Palmer motioned, seconded by Mrs. Earley to engage the Cohen Law firm to perform the COMCAST audit. Mr. Williams, Mr. Rinaldi, Mr. Phillips, Mr. Barrasse, Ms. Palmer, Mrs. Earley and Mr. Hughes voted in favor. Mr. Rinaldi discussed the UCC Appeal Board issue. South Abington Township wants to continue with a Joint UCC Board and Clarks Summit Borough wants to be on its own. President Rinaldi asked Solicitor Weinschenk to research this. Council discussion ensued. Mr. Hughes motioned, seconded by Mr. Barrasse to proceed to enter into negotiations with South Abington Township for an Appeals Board. Mr. Barrasse, Mr. Rinaldi, Mr. Hughes, Mr. Phillips, Ms. Palmer, Mrs. Earley and Mr. Williams voted in favor. Mrs. Earley discussed a proclamation for Clarks Green resident Mary Ann McGrath who has worked for thirty-five (35) years at the Abington Community Library. Members of Council were in agreement. Further discussion will take place at the March Work Session.

**NEW BUSINESS:** Ms. Palmer asked to be allowed to attend the PSAB conference on April 7 & 8, 2014 in State College. She would spend the nights of April 6 and 7. She is asking to be reimbursed for the 2 night stay, for the cost of the conference and for mileage not to exceed \$471.75. Mr. Barrasse questioned the accuracy of the mileage total and asked her if the Borough could reimburse her only for her gas mileage. Ms. Palmer replied that she has never asked to spend taxpayer money in the past and thinks her attendance at this conference is a good idea. Mr. Barrasse motioned, seconded by Mr. Hughes to allow Ms. Palmer to attend the PSAB conference on April 7 & 8. Ms. Palmer, Mrs. Earley, Mr. Phillips, Mr. Williams, Mr. Rinaldi, Mr. Hughes and Mr. Barrasse voted in favor.

**MOTION FOR ADJOURNMENT:** Mr. Hughes motioned, seconded by Ms. Palmer to adjourn the meeting at 9:10 p.m. All in attendance voted in favor.

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Janice F. Brown, Secretary/Treasurer