

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

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: Mrs. Earley conducted roll call due to the absence of Secretary Brown. The following were present: Mr. Barrasse, Mrs. Earley, Mr. Hughes, Ms. Palmer, Mr. Phillips, Mr. Rinaldi, Mr. Williams, Mayor Thorburn and Solicitor Weinschenk. Due to illness, Mr. Hughes left the meeting at 7:45 p.m. after presenting his committee report.

APPROVAL OF MINUTES: Ms. Palmer motioned, seconded by Mr. Phillips to approve the minutes of the February 19, 2014 Council meeting. All in attendance voted in favor.

MAYOR'S REPORT: Mayor Thorburn reported Officer Siegler from South Abington Township was in attendance. Ms. Palmer asked the officer about the tractor trailer that was parked on Grove Street the prior month. Officer Siegler replied the tractor trailer was disabled due to an accident. Mayor Thorburn then reported on the Centennial. He asked for a motion to proclaim May 24 and 25, 2014 as Centennial weekend in Clarks Green. Mrs. Earley motioned, seconded by Mr. Hughes to proclaim May 24 and 25, 2014 as Centennial weekend in Clarks Green. Mr. Barrasse, Mrs. Earley, Mr. Hughes, Ms. Palmer, Mr. Phillips, Mr. Rinaldi, and Mr. Williams voted in favor. President Rinaldi asked Mayor Thorburn if he could continue his Centennial report after recognition of DPW staff member Mike Pehonich has been made. Mr. Barrasse reported that Mr. Pehonich, as an employee of Clarks Green Borough as well as a certified EMT, stopped to provide assistance to a Clarks Green resident on Fairview Road. He was able to assist the resident prior to the ambulance arriving on a winter day. Due to his efforts, Clarks Green Borough Council as well as Lackawanna County, recognize his valuable effort that day to assist the gentleman who was laying face down in the snow. Mr. Barrasse presented the Certificate of Appreciation to Mr. Pehonich for this outstanding effort. In addition, Mr. Barrasse presented Mr. Pehonich with an emergency medical bag to be kept with him in his DPW truck. Mr. Barrasse and members of Council recognized his efforts working with the Chinchilla Hose Company and the Clarks Summit Fire Company. In addition, Mr. Barrasse reported that the fire protection contract has been signed with Clarks Summit Fire Company, who has served the Borough for over 100 years, and expressed his appreciation to Clarks Summit Fire Chief Jake Hoinowski. On behalf of the Barrasse family, Mr. Barrasse reported funds would be donated to the Clarks Summit Fire Company and the Chinchilla Fire Company. After the presentation, Mayor Thorburn continued with the Centennial report. He reported on the Centennial Committee meeting which was held on Tuesday, April 1. T-shirts will be ordered for members of the Centennial Committee, the Clock Committee, and members of Clarks Green Borough Council. In addition, the Mayor discussed planting of a Centennial tree at the cemetery near William Clark's grave. The tree will represent the Centennial and Arbor Day. Queen Victoria's Court will conduct a walking tour of historic homes and efforts are underway to write articles about these

homes. In addition, work is currently underway to prepare a pamphlet to be distributed during the centennial containing the history of Clarks Green and a listing of the donors. Mayor Thorburn reported on the health fair which will be conducted at the Scranton Heart Institute office located next to the Borough building. He will ask Mrs. Smith if the Borough could place a donation jar at the health fair to collect donations for a defibrillator. In addition, the Mayor reported on a Veteran's ceremony at the time of clock dedication. He also reported on tent rentals, porta-potty rentals, and the Centennial photographer. Mrs. Earley reported the grant request in the amount of \$500.00 has been submitted. Mr. Rinaldi reported the invitations to the Federal, State and County officials have been mailed. Invitations to local Borough officials will be sent out closer to the Centennial event. Mayor Thorburn also mentioned Mrs. Barrett reported several donations have been received and several more pavers have been ordered. He reported the next Centennial meeting will be held April 1. Mrs. Palmer reported she has spoken to two Clarks Summit Council members, who are Veterans, regarding starting the Memorial Day parade in Clarks Green and asked the Mayor if he had heard from them. He replied the latest word he had received from the Commander of the VFW is that it would be too involved with insurance coverage, and closing two different state roads. Mr. Williams suggested contacting the Abington Life magazine to relay information about the Centennial.

VISITORS: Greg Pascale, Attorney for AAJRB; Meredith Colohan, 505 Electric Street, Scranton.

PUBLIC COMMENT: Greg Pascale, who was in attendance on behalf of the Rec Board, reported the Local Share Account grant has been closed out and according to a letter received from the Department of Community and Economic Development, needs to be audited. Clarks Green needs to take that action and the Rec Board will reimburse the Borough for that cost. Mrs. Hughes asked for a copy of the letter requesting the audit. Mr. Pascale provided Council with the copies. Mr. Hughes will follow up on this request.

LACKAWANNA COUNTY COMMUNITY RELATIONS: Mr. Hetman reported on a public hearing for CDBG funding. He also noted the Armed Forces parade will be held on Saturday, May 17th at 11 a.m. in Scranton and on Saturday, April 26 a Bike Safety Fair will take place at McDade Park from 11 a.m. until 1 p.m. Last year 550 children participated. In addition, he discussed new services available through Area Agency on Aging. President Rinaldi presented Mr. Hetman with a Certificate of Appreciation from Clarks Green Borough for his invaluable contribution to the residents of Lackawanna County and Clarks Green Borough with his creation of the Code Blue weather alert program. Mr. Hetman expressed his thanks to the members of Council.

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

Capital Fund Money Market	\$	23,515.33
Centennial Checking		2,057.91
General Fund Checking		160,853.25
General Fund Money Market		35,241.62

Sewer Fund Checking	161,553.31
Sewer Fund Money Market	84,918.97
State Funds Checking	<u>38,232.38</u>
Total Checking/Savings	\$ 506,372.77

Mr. Hughes asked Solicitor Weinschenk if the sewer lien satisfaction fee in the amount of \$84.00 can be billed to the resident. The Solicitor replied that it cannot. Mr. Hughes then compared current checking account figures with last year's and last month's amounts. With no questions from Council, Mr. Hughes motioned, seconded by Mr. Phillips to accept the Treasurer's Report and ratify the payment of the bills. Mr. Barrasse, Mr. Hughes, Mrs. Earley, Ms. Palmer, Mr. Phillips, Mr. Rinaldi and Mr. Williams voted in favor. Mr. Hughes then discussed the budget analysis and gave an update on sewer payments. Mr. Hughes motioned, seconded by Ms. Palmer, to request a proposal from Murphy and Dougherty to conduct an audit of the Local Share Grant for the year 2009. Mr. Hughes, Mr. Barrasse, Mrs. Earley, Mr. Phillips, Ms. Palmer, Mr. Rinaldi, and Mr. Williams voted in favor. After presenting his reports, Mr. Hughes asked to be excused from the meeting due to illness.

SOLICITOR'S REPORT: Solicitor Weinschenk presented Ordinance 2-2014, the Stormwater Management Ordinance and Ordinance 3-2014, the Prohibitive Discharge Ordinance. Both of these ordinances are required by DEP. These have been taken from sample ordinances with changes being made by the Borough Engineer, Jack Scheuer. Solicitor Weinschenk reported these Ordinances replace part one (1) of our Stormwater Management Ordinance which is in Chapter 26 of the Ordinance book and enacts a new Chapter 2 to that Chapter 26. President Rinaldi reminded Council these Ordinances have been advertised and are available for public inspection in the Borough office. Ms. Palmer motioned, seconded by Mrs. Earley to adopt Ordinance 2-2014. Mr. Barrasse, Mrs. Earley, Mr. Williams, Mr. Phillips, Mr. Rinaldi, and Ms. Palmer voted in favor. Mr. Barrasse motioned, seconded by Mr. Williams to adopt Ordinance 3-2014. Mrs. Earley, Mr. Williams, Mr. Phillips, Mr. Rinaldi, Mr. Barrasse and Ms. Palmer voted in favor.

BUILDING & GROUNDS: Mr. Phillips reported on the handicapped accessible door project. He reported Mr. Rinaldi has been working with George Kelly's office. Mr. Rinaldi stated two (2) proposals have been received for the automatic door openers for handicapped accessibility. Stanley Access Technologies submitted a proposal in the amount of \$2500.00 for the front door. High Mountain Hardware, Inc. submitted a proposal for \$5185.00 for the front door. He and Mr. Phillips are in the process of perfecting the application for the Community Re-Investment Grant. Mr. Rinaldi reported to Mr. Hetman, Lackawanna County Community Outreach representative, the Borough is currently in the process of purchasing a defibrillator for the Borough. His question for Mr. Kelly is whether the Borough can have both of those items in the same application or whether we need separate applications. Mr. Hetman will find out and report back to Mr. Rinaldi.

HEALTH & SAFETY: Mr. Barrasse discussed the EMT bag which was presented earlier in the evening to Mr. Pehonich. The bag was donated by a firm that wishes to remain anonymous. The bag contains an oxygen tank, of which the donor will replace as needed. Mr. Barrasse shared news articles and memories about his Uncle Chas who lost his life

trying to save other residents in a fire which destroyed the rooming house in which he lived in Bethlehem, Pennsylvania. In addition, he thanked members of Council for their support to help make Clarks Green Borough a safer place to live.

PUBLIC WORKS: Mr. Earley discussed the State of Emergency Assistance, after Mayor Thorburn mentioned it at the prior Council meeting. Mr. Earley spoke with the DPW Foreman who told her that it would allow the Borough to suspend bidding requirements for emergency repairs or purchases. Mr. Earley then asked for a motion to prepare the bidding documents for this year's paving program. Ms. Palmer motioned, seconded by Mr. Barrasse to prepare the bidding documents for this year's paving program. Mr. Barrasse, Mr. Rinaldi, Mr. Williams, Ms. Palmer, Mrs. Earley and Mr. Phillips voted in favor. Mrs. Earley reported the former summer DPW worker has contacted the DPW Foreman asking to return to work for the Borough this summer. Mrs. Earley motioned, seconded by Ms. Palmer to allow Dean Salmon to work for the Borough this summer. Mr. Phillips, Mrs. Earley, Ms. Palmer, Mr. Barrasse, Mr. Rinaldi, and Mr. Williams voted in favor. On March 18, Mr. Rinaldi attended a meeting regarding the paving update and detour information. In addition, he and the DPW Foreman will attend a DEP meeting on March 25 concerning the MS4 report. In addition, Mrs. Earley reported the Borough is waiting to receive a work description from Borough Engineer Jack Scheuer regarding the stormwater issue on N. Abington Road. Once the report is received from Mr. Scheuer, Mrs. Earley will meet with PennDot and State Representative Flynn. The DPW Foreman has asked that he and his staff be allowed to attend a free seminar on paving techniques on April 2, from 8:00 - 3:00. Mr. Earley motioned, seconded by Mr. Phillips to allow the DPW staff to attend a free seminar on paving techniques on April 2, from 8:00 - 3:00. Mr. Phillips, Mr. Barrasse, Ms. Palmer, Mrs. Earley, Mr. Williams, and Mr. Rinaldi voted in favor. The resident on Vassar Avenue had contacted the Borough prior to the last Council meeting stating he would comply with the Borough request regarding his septic tank. Mrs. Earley is asking Council about contacting him now that the snow is gone. Mr. Rinaldi asked Mrs. Earley to send him a letter indicating to him to complete the work by May 31, 2014. Mr. Rinaldi discussed the MS4 report inspection which he and the DPW Foreman will attend on Tuesday, March 25, 2014. In addition, Mr. Rinaldi addressed the Abington Road detour. On Tuesday he and the DPW Foreman attended a meeting which was called by the contractor, Popple Brothers, to discuss their proposal to detour traffic while resurfacing Abington Road. Also in attendance were representatives from South Abington Township, Clarks Summit and Waverly which are the areas in which the project will take place. Mr. Rinaldi invited members of Council to review documents which Popple had distributed. There were a number of objections to the way the detours were going to be set up. After discussion, Popple will revise the plan and another meeting will be held to present another scenario to the municipalities. Popple asked the local municipalities to sign an agreement to their plan for the detours. The project will be in four phases. Mr. Rinaldi reported if everything went perfect, it would be about four (4) days for each phase. They would work 6:30 a.m. - 6:30 p.m. This work includes milling, with PennDot inspecting the work. If any problems exist, they would need to be fixed before paving. The four days for each phase is if no problems needed to be fixed. The second segment has to do with a detour involving Glenburn Road which was heavily objected to by Mr. Rinaldi, the DPW Foreman, and representatives from Waverly. As a local municipality, Clarks Green has control of Borough

roads only, and does not have control of State Routes. PennDot determines whether the detour plan is acceptable or not. PennDot assured the municipalities there would be one one lane of traffic heading in one direction continually throughout the project on Abington Road with the opposing lane being detoured. The project is anticipated to start the middle of April depending on the weather. Mayor Thorburn asked where the project would start. Mr. Rinaldi replied it would be at the intersection of Abington Rd. and Route 6, working North on Abington Road. PennDot will not allow the detour until the municipalities are in agreement. Should they not get the agreement, PennDot regulations allow them to flag a length of pavement two (2) miles long. Ms. Palmer reported she had received an e-mail regarding tar and chipping of dirt roads. She asked if this could be an option on some of the side streets due to minimizing of pot holes. Mr. Rinaldi replied that it is not an option due to a fact that it has to be a dirt road.

REFUSE & RECYCLING: Al Weinschenk reported the owner of County Waste, Tony Puorro, delivered the signed contracts, in duplicate, to him this afternoon. Included was the Performance Bond which provides for \$66,600.00 worth of coverage which is for one half of the first year. Every year he will provide the Borough with another Performance Bond equal to half of the project. It is one half due to six months notice if the Borough needed to find another hauler. Sol. Weinschenk reported that everything is in order for Council to sign the contract which is in effect for the next five (5) years and will expire in 2019. Mr. Rinaldi reported that he has signed the contract and Secretary Brown will sign it when she returns to the office on Friday. A fully executed copy will be delivered to Solicitor Weinschenk's office which he can provide to County Waste. Ms. Palmer reported on the tire recycling event, which was initiated by her. The dates for the recycling event are May 27-31, 2014. She will find out if Clarks Summit will be involved and Clarks Green can partner with them.

PERSONNEL: Mr. Williams distributed the Activity Reports which were completed by the Borough staff. These reports will be discussed at the next Work Session. Mr. Rinaldi discussed the Incident Report Form which he circulated by e-mail earlier in the day. He also reported that he will contact the resident who damaged a DPW vehicle when he threw a shovel at the truck, regarding restitution.

AAJRB: Ms. Palmer reported that she arrived at the Rec Board meeting a little late due to her attendance at the Earned Income Tax meeting. The Rec Board meeting consisted of an update from Jim Kane. The Rec Board is gearing up for the start of the softball season. Ms. Palmer reported that a couple of the Board members have a background in finance and are working on tracking the finances. Mr. Rinaldi and Ms. Palmer discussed her attendance at the Earned Income Tax meeting, which will be discussed at the next Work Session.

ACOG: Ms. Palmer discussed the February program where a speaker from Southwest Energy, Mike Narcavage, discussed the gas business. It was an informative and interesting meeting. A visit to a well pad is planned for the future. Mr. Rinaldi asked if the South Abington Township's Representative presented the Joint Uniform Construction Code Appeal Board to ACOG. Ms. Palmer replied that he did not.

OLD BUSINESS: Ms. Palmer reported on Comcast, which is an ACOG project, regarding the upcoming Comcast meeting. Members of ACOG believe the Comcast meeting should take place during an ACOG meeting. Mr. Rinaldi discussed including municipalities who are not members of ACOG. She will contact Atty. Cohen tomorrow regarding the next meeting which will be Thursday, April 3, 2014.

NEW BUSINESS: Mr. Rinaldi reported on a request by Clarks Summit Borough under an agreement by Clarks Summit Borough, South Abington Township and Clarks Green Borough to review the sewer pass-thru fee. He obtained a copy of the agreement which revealed two actions which could be taken under the agreement once the pass-thru fee was initially determined. One was that any singular municipality could ask for an audit of the pass-thru funds; and the second was that it required two municipalities to have a review of the pass-thru amounts. This would require an engineer to perform calculations. Mr. Rinaldi contacted the other two municipalities and received a response from South Abington Township that it was not them. He then sent an e-mail to the Clarks Summit Borough Manager regarding the fact that two municipalities had not made the request, however he was interested in meeting with them if they wanted to present their reason for the review of the pass-thru fees. He has not received a response from Clarks Summit Borough. In addition, Mr. Rinaldi reported he received a call from Kathy Stark at the Abington Senior Center who reported the Senior Center was applying for a grant to increase the size of their parking lot and to increase the lighting on their property. She asked whether or not Clarks Green Borough would provide them with a letter stating we are in favor of the upgrades which they are requesting in the grant. He told Kathy he would discuss her request at the Council meeting this evening. Mr. Rinaldi asked Council for their thoughts regarding this request. Ms. Palmer motioned, seconded by Mr. Williams to provide a letter stating Clarks Green Borough is in favor of the parking lot and lighting upgrades at the Abington Senior Center. Mr. Barrasse, Mr. Rinaldi, Mr. Phillips, Ms. Palmer, Mrs. Earley and Mr. Williams voted in favor. Mr. Rinaldi will contact Ms. Stark to inform her Clarks Green Council is in favor of the upgrades and he will provide her with a letter of support. Ms. Palmer asked Mr. Phillips about the lines appearing when making copies on the new copier. Mr. Phillips replied that he would check with Secretary Brown when she returns on Friday.

MOTION FOR ADJOURNMENT: Ms. Palmer motioned, seconded by Mr. Williams to adjourn the meeting at 8:15 p.m. All in attendance voted in favor.

Janice F. Brown, Secretary/Treasurer