

**CLARKS GREEN BOROUGH  
COUNCIL MINUTES  
MARCH 18, 2015**

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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: Mrs. Earley, Mr. Hughes, Ms. Palmer, Mr. Phillips, Mr. Williams, Mr. Rinaldi and Mayor Thorburn.

**ABSENT:** Mr. Barrasse, Solicitor Weinschenk

**APPROVAL OF MINUTES:** Mr. Hughes motioned, seconded by Ms. Palmer to approve the minutes of the February 18, 2015 meeting. Mrs. Earley, Mr. Hughes, Ms. Palmer, Mr. Phillips, Mr. Williams, and Mr. Rinaldi voted in favor.

**VISITORS:** Pamela Osborne, 120 Glenburn Road; David Kohinsky, DPW Foreman; Tim Roland, President, Clarks Summit Volunteer Fire Company; Gerard Hetman, Lackawanna County Department of Community Relations; Patrolman Scott Siegler, South Abington Police Department; Meredith Colohan, Abington Journal reporter.

**MAYOR'S REPORT:** Officer Siegler reported February was a quiet month in the Borough and had nothing to report. Ms. Palmer reported an accident occurred in her front yard. The officer confirmed that it was weather related. Mayor Thorburn expressed thanks from his neighbors for the officer's patrolling Venard Road during school bus stops in the morning. Ms. Palmer also asked for extra patrolling in the area of Our Lady of Peace School. Mayor Thorburn reported on a PEMA meeting regarding water runoff and flooding conditions which Lori Harris will attend. In addition, Mayor Thorburn thanked Clarks Summit Mayor Patty Lawler for the scones he received in appreciation of interaction between the two Boroughs. President Rinaldi asked Mayor Thorburn how the Emergency Management Plan information input on the computer was going. He replied that it is a difficult process. Another meeting is planned which he will attend.

**PUBLIC COMMENT:** Tim Roland discussed the article which appeared in the Abington Journal after the last Council meeting regarding Clarks Green DPW responding to emergency calls in the Borough. He mentioned the medical bag which the DPW uses during these calls was donated by Life Support. He discussed the response time to the Abingtons by Commonwealth Health who bought Life Support. President Rinaldi replied that he would make sure the Health & Safety Chairman, Mr. Barrasse is aware of Mr. Roland's comments.

**LACKAWANNA COUNTY COMMUNITY RELATIONS:** Mr. Hetman thanked Mrs. Earley for the letter he received regarding his help procuring road salt for the Borough. He then reviewed upcoming County events and distributed flyers regarding these events.

**SOLICITOR’S REPORT:** There was no report in Solicitor Weinschenk’s absence.

**PUBLIC WORKS:** At Mrs. Earley’s request, the DPW foreman David Kohinsky attended the Council meeting to report on the sewer blockage problem at 315 S. Abington Road. He will involve the Borough Engineer for his recommendations regarding the maintenance of the root blockage problems and repairs. Mr. Kohinsky reminded Council that he should be involved with new sewer hook-ups for residences to make sure they are connected correctly. Mr. Hughes thanked Mr. Kohinsky for his thorough report and for the work the DEP crew did at this property. Mrs. Earley then discussed the bill which the Borough has received from American Rooter. Further discussion regarding the bill will take place at the next Council meeting. President Rinaldi mentioned involving the Clarks Green Shade Tree Commission in dealing with the tree root issues. Mr. Phillips mentioned getting an hourly rate from American Rooter for the root removal. Mrs. Earley reported that she sent letters to Gerard Hetman and to Virginia Kehoe, Clarks Summit Borough Manager, thanking them for the help they gave to Clarks Green Borough procuring road salt this winter.

**TREASURER’S REPORT AND BILL APPROVAL:** The Treasurer’s Report was presented by Mr. Hughes and filed for audit. Current fund balances are as follows:

Capital Fund Money Market	\$	29,359.92
General Fund Checking		99,028.97
General Fund Money Market		35,248.68
Sewer Fund Checking		261,029.78
Sewer Fund Money Market		84,935.95
State Funds Checking		<u>4,293.70</u>
Total Checking/Savings	\$	513,897.00

Mr. Hughes reported the quarterly sewer payment was made from the General Fund checking account rather than the Sewer Fund checking account which will be corrected on next month’s report. He then compared account balances of last year and last month. With no questions from Council, Ms. Palmer motioned, seconded by Mr. Phillips to accept the Treasurer’s Report and ratify the payment of the bills. Ms. Palmer, Mrs. Earley, Mr. Hughes, Mr. Williams, Mr. Phillips and Mr. Rinaldi voted in favor. Mr. Hughes discussed the Budget vs. Actual report and compared current amounts with those of last year and last month. He also reviewed current sewer account balances.

**PERSONNEL:** Mr. Williams discussed the Guidelines for Ethical Performance. He reported the Borough Solicitor recommended changes in verbiage for two of the items. Mr. Hughes motioned, seconded by Mr. Williams to adopt the Clarks Green Guidelines for Ethical Performance. Mrs. Earley, Mr. Phillips, Ms. Palmer, Mr. Hughes, Mr. Williams and Mr. Rinaldi voted in favor. Mr. Rinaldi reported he had been talking with Office Assistant Sharon Barrett about her difficulty working with employee timesheets in regards to Comp time. This matter will be discussed at the next Work Session.

**BUILDING & GROUNDS:** Mr. Phillips reported on a seminar which Zoning Officer Harris will attend. He also reported on the parking lot application to the Planning Commission on Cook Street as well as the issue with the Mantiss property which adjoins the Borough property. Mr. Rinaldi reported in 2004 the Borough entered into an agreement with the previous owner of the Mantiss property. This agreement allowed the Borough to place their dumpsters by the Borough sheds, next to dumpsters belonging to the adjoining property. The leaning wall and the gas line servicing the adjoining property was also discussed.

**HEALTH & SAFETY:** There was no report in Mr. Barrassé's absence.

**REFUSE & RECYCLING:** Ms. Palmer reported she talked with Tony Puorro, the owner of County Waste regarding some sort of upcoming recycling event, which could possibly be coordinated with Clarks Summit Borough.

**AAJRB:** Ms. Palmer has minutes which she will forward to Secretary Brown for distribution to everyone on Council. Mr. Rinaldi reported he will be sending a letter to other AAJRB member municipalities inviting them to attend a future AAJRB meeting.

**ACOG:** Ms. Palmer reported on a very informative presentation by Friends of Lackawanna regarding the landfill expansion. The article in the Abington Journal covered the meeting. She also reported there is a meeting tomorrow night at the Dunmore Borough building regarding the zoning issue they are working on.

**ABINGTON REGIONAL WASTEWATER AUTHORITY:** Mr. Rinaldi reported the ARWA Construction Update as well as the Director's Report have been printed and are available for review in the Borough office. New reports will be available every month. Mr. Hughes presented questions about the progress report. Mr. Rinaldi stated Gannett Fleming reports that approximately 78% of the entire project has been completed. The Engineer states the contract completion date is October 2015. Mr. Hughes also questioned unpaid bills, particularly the large amount for the PP&L bill. Mr. Rinaldi reported at the time the plant updated its electrical service, PP&L was unable to bill for that period of time. The bills have now caught up for that period of time which explains the larger than normal amount. Mr. Hughes also asked about the change orders. The Engineer has assured the ARWA Board that the change orders are within budget. Ms. Palmer asked the Building and Grounds Chairman, Mr. Phillips about a complaint she filed on 2-5-2015 which was prepared by the Zoning Officer, due to Ms. Palmer's broken wrist. The complaint was regarding snow removal at the Camp/Dennis property on Grove Street. She forgot to bring it up during the Building & Grounds segment of the meeting. She reported that nothing has been done about the complaint and that whomever is doing the plowing, continues to plow snow into the sidewalks. Pedestrians have to walk on Grove Street to pass this area. President Rinaldi asked Mr. Phillips to follow-up with Zoning Officer Harris regarding this issue. Mayor Thorburn also mentioned a POD that has been parked at a residence on Clark Street for a lengthy time. Mr. Phillips will discuss this issue with the Zoning Officer as well.

**OLD BUSINESS:** Mr. Rinaldi discussed the Right To Know Policy and the Right To Know Request Form. After Council discussion, Mr. Hughes motioned, seconded by Mr. Phillips to amend the Right To Know Policy, Section 3 Open Records, to designate the Borough Secretary to act as Open Records Officer and as a result to amend the Right To Know Request Form to state Borough Secretary. Mr. Williams, Mr. Hughes, Mr. Phillips, Mrs. Earley and Mr. Rinaldi voted in favor. Ms. Palmer voted against.

**NEW BUSINESS:** There was no new business to discuss.

**MOTION FOR ADJOURNMENT:** Ms. Palmer motioned, seconded by Mr. Phillips to adjourn the meeting at 8:30 p.m. All in attendance voted in favor.

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Janice F. Brown, Secretary/Treasurer