CLARKS GREEN BOROUGH
COUNCIL MINUTES
May 18, 2016

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

ROLL CALL: Secretary Culbertson conducted roll call. The following were present: Mr. Rinaldi, Mrs. Earley, Ms. D'Oro, Mr. Barrasse, Mr. Toms, Mr. Hughes and Mayor Thorburn. Solicitor Weinschenk joined the meeting at 7:03 P.M. President Williams joined the meeting at 7:14 P.M.

APPROVAL OF MINUTES: Vice President Earley entertained the motion to accept the minutes of the April 20, 2016 Council meeting. Mr. Hughes motioned, seconded by Mr. Barrasse to accept the minutes. Mr. Barrasse, Ms. D'Oro, Mr. Toms, Mr. Hughes, Mr. Rinaldi and Mrs. Earley voted in favor.

VISITORS: Liz Baumeister, Abington Journal Reporter, Marnie Palmer, 280 East Grove Street, Officer Jeff Spagna, South Abington Police Department, Peter Giermanski,100 Squirrel Run, Chief Ryan Miller, Clarks Summit Fire Company, Gerard Hetman, Lackawanna County Community Relations, Thomas Artley, 304 South Abington Road, Bill Kern, James Clark, Mike Williamson and Will Chamberlain from the Countryside Conservatory.

MAYOR'S REPORT: Mayor Thorburn and Mr. Barrasse asked Police Officer Jeff Spagna on an accident on Fairview Road involving a school bus but Officer Spagna did not have information on it. Marnie Palmer spoke up about a concern she had on an incident that happened in front of her house on East Grove stating a car was pulled over late Saturday night and it was being searched. Mayor Thorburn told Council he had talked with Johnny Braz and he is interested in proceeding with the project of recording the history of the borough along with interviews and the cost will be $900. Mrs. Earley stated she will look into applying for another Arts and Culture Grant from Lackawanna County in helping to defray cost of the project. Chief Ryan Miller addressed Council stating there were twenty seven (27) EMS calls within the Borough four (4) of which were fire calls. He informed Council they are hoping to purchase a used 100 feet ladder truck. He then reminded everyone of the upcoming Memorial Day parade.

PUBLIC COMMENT: Mike Williamson and Bill Kern, of the Countryside Conservatory gave a presentation describing the organization and requesting a donation from the Borough to continue improving its trail program. Mr. Hughes stated the finance committee will meet to discuss the request. Marnie Palmer, 280 East Grove Street, expressed her concerns regarding the traffic light at the intersection of Grove Street and North Abington Road. She then again told Council she believed the recording she received from the Borough on the January work session was incomplete. Thomas Artley, 1157 Old Trail Road, told Council that someone has moved in the basement apartment at the property of 304 South Abington Road and it is being rented out by his tenant Kevin Fitzgerald. He believes the rental is a zoning violation. Mayor Thorburn questioned Mr. Artley by asking if there was a kitchen in basement and Mr. Artley stated yes. Mr. Toms responded by stating he will talk to the zoning officer, Lori Harris and have her inspect the property.

LACKAWANNA COUNTY COMMUNITY RELATIONS: Gerard Hetman, Lackawanna County Outreach reported upcoming events and distributed flyers. He informed Council that June 21 and 22 a course will be provided in enhancing Emergency Managers' abilities to recognize hazardous weather and flooding conditions. He announced the Parks and Recreation will be sponsoring various clinics

such as the Youth Soccer, Adult Tennis League, and the Outdoor Basketball and the registration forms can be found on LackawannaCounty.org website. Mr. Hetman informed Council that certified lifeguards are needed for the various parks in Lackawanna County opened to all teenage and college students. Mr. Hetman told Council that the Lackawanna County Commissioners have entered into an agreement to purchase the former Globe Store and will transform the historic structure into the Lackawanna County Government Center, consolidating the majority of departments and services under one roof for easy access for the general public and revitalizing the core of central city Scranton.

SOLICITOR'S REPORT: Solicitor Weinschenk updated Council regarding the continuance and appearance at Magistrate Keeler's concerning the dumpster at 304 South Abington Road with Kevin Fitzgerald. He and Lori Harris telephoned Mr. Toms and they agreed to grant an extension until July 31st to remove the dumpster. Solicitor Weinschenk mentioned that Mr. Fitzgerald's attorney stated if the dumpster was not gone by July 31st he would personally have it removed. Mr. Rinaldi asked Solicitor Weinschenk if Magistrate Keeler was involved in the negotiation of the hearing continuance. Solicitor Weinschenk told Mr. Rinaldi the Magistrate was not. The agreement was between parties and their attorneys however Magistrate Keeler was then informed and he agreed to continue the hearing.

TREASURER'S REPORT AND BILL APPROVAL: Mr. Hughes reported on the checking account balances with comparisons to last month and last year. The Treasurer's report was presented by Mr. Hughes and filed for audit. Current fund balances are as follows:

Capital Fund Money Market	$	39,367.32
General Fund Checking		185,427.43
General Fund Money Market		35,256.94
Sewer Fund Checking		338,244.06
Sewer Fund Money Market		84,955.82
State Funds Checking		46,315.12
Total Checking/Savings	$	729,566.69

With no questions from Council Mr. Hughes motioned, seconded by Mr. Barrasse to accept the Treasurer's report and ratify the payment of the bills. Mr. Toms, Mrs. Earley, Mr. Hughes, Mr. Barrasse, Mr. Rinaldi, Ms. D'Oro and Mr. Williams voted in favor. Mr. Hughes then presented the Budget vs. Actual report comparing balances on the report to amounts of a year ago. He pointed out that the Real Estate Tax Collection was received on May 12th for $99,000 for April and that is why it is showing $97,000 less than last year and that we even had couple thousands more than last year. Mr. Hughes told Council Wage Tax is $4000 less and Local Service Tax is $5000 above, Liquid Fuels from the state is $6000 ahead, sewer collections $17,000 higher, the engineering fees which includes the Yale Boulevard Project is $6000 higher and due to our mild winter DPW overtime is $3000 lower as well as the road salt purchased than a year ago. Mr. Hughes stated overall we are running ahead of last year approximately $78,000. Mr. Hughes proceeded to give an update to Council on the accounts that have sewer delinquencies and account 0507 had brought their account current stating we had collected approximately $3292. Mr. Hughes informed Council that a municipal lien has been placed on sewer account 0002. Mr. Hughes pointed out that the six (6) letters that were sent out to the sewer accounts with payment plans we had received four (4) payments.

BUILDINGS & GROUNDS: Mr. Toms reported the tree stumps at the corner of Grayson Avenue and Fairview have been removed. He told Council that Lori Harris had sent out five (5) letters to property owners whose properties are not being property maintained. The property located at 518 Clark Street Mayor Thorburn told Mr. Toms that the person who would cut the grass had died and asked Mr. Toms if a letter was sent to the son of the property owner located in upstate New York. Mr.

Toms verified the letter was sent. The property on North Abington and Fairview Mr. Toms reported it will be on sheriff's sale in June. Mayor Thorburn and Council told Mr. Toms in the past we had our borough crew and private lawn services would cut the grass and the costs of those services would be recovered by placing liens on the property. Solicitor Weinschenk suggested using a private lawn service rather than the Borough DPW with the approval from Council. Mr. Toms told Council a letter from Pennsylvania American Water Company has been received informing the Borough testing of backflow valve assembly is required annually and reported the testing has been scheduled per Dave Kohinsky. President Williams asked Mr. Toms if he reviewed the quotation for acquiring a maintenance agreement for the Borough's Centennial Clock. Mr. Toms stated he did contact the manufacturer and in his opinion since the clock was new, the $580 service fee was expensive and at approximately $85.00 an hour for service. Mr. Rinaldi commented that $20,000 to purchase the Clock had been raised through donations for the Borough's Centennial. Mr. Rinaldi stated he did not know how the people who donated would feel about letting it fall in disrepair before providing maintenance for the Clock. Mrs. Earley asked if Mr. Toms if he called other vendors and he reported yes. Mrs. Earley motioned to have the clock serviced and then servicing it every two (2) years afterward. Mr. Rinaldi seconded the motion. Mrs. Earley, Ms. D'Oro, Mr. Toms, Mr. Rinaldi, Mr. Hughes, Mr. Barrasse, and Mr. Williams voted in favor. Mr. Rinaldi questioned an item in the zoning report regarding research done on the old gas station on April 15, 2016. Mrs. Earley stated she had asked who was looking at it and what is happening with it.

PUBLIC WORKS: Mrs. Earley reported that Clarks Green was awarded a Green-Light-Go Grant of $14,689 to be used to offset the cost of replacing the traffic signal located at Grove Street and Abington Road. She stated she received a call from Kate McMahon informing her of the award. Mrs. Earley explained this grant will allow us to replace the existing controller, the installation of a new traffic loop sensor and the replacement of three (3) pedestrian crosswalk activation buttons. Mrs. Earley told Council she instructed Secretary Culbertson to send four (4) letters to the residents whose properties were affected by the proposed culvert project. In the letter, she stated the time period in which to order the culvert for this building season has ended and she did not believe ordering the culvert without having all four (4) necessary easements executed. As a result, Mrs. Earley asked Council's permission to have the Borough Engineer contact contractors who would look at the project with an eye toward repairing the catch basin which would not require obtaining easements. Mrs. Earley motioned to authorize this work for an amount not to exceed $10,000, seconded by Mr. Hughes. Mr. Rinaldi, Mr. Hughes, Mr. Barrasse, Mr. Toms, Mrs. Earley, Ms. D'Oro, and Mr. Williams voted in favor. Mrs. Earley informed Council she worked with the Borough Engineers and DPW Foreman Dave Kohinsky to complete the Borough's MS-4 Annual Report and that the Report has been completed and is ready for submission. Mrs. Earley motioned to have the Borough Engineer prepare bidding documents for Highland Avenue road paving. It is expected the Borough's annual liquid fuels reimbursement will pay for the bulk of the work. Mr. Barrasse seconded the motion. Ms. D'Oro, Mr. Toms, Mrs. Earley, Mr. Barrasse, Mr. Hughes, Mr. Rinaldi and Mr. Williams voted in favor. Mrs. Earley motioned to authorize the Borough Engineer to prepare bidding documents for the work that must be completed in the vicinity of Evans, Clark and Armstrong addressing sewer issues in our Borough that is required by ACT 537 obligations to the Sewer Authority. Mr. Rinaldi seconded the motion. Mr. Toms, Mrs. Earley, Ms. D'Oro, Mr. Rinaldi, Mr. Barrasse, Mr. Hughes and Mr. Williams voted in favor. Mr. Rinaldi commented stating he had talked with Dave Kohinsky before the ACT 537 meeting and was informed by Dave that the recordkeeping from the previous DPW foreman was not categorized by the issue of the problem but by year. He suggested to Council the possibility of getting summer help in helping organizing the files which are part of the first five (5) year ACT 537 plan. He stated we have to know what we have done to know if the Borough is complying with the its obligations under the agreement. Mr. Rinaldi suggested that this can be discussed at the next work session. Mr. Hughes commended Mrs. Earley in pursuing the Green-Light-Go grant stating it was a

great job and an amazing achievement for the Borough of Clarks Green since there were 109 municipalities competing for these grants. Mr. Hughes also recognized Mrs. Earley for the letter she had written to the residents on the proposed Yale culvert project.

HEALTH & SAFETY: Mr. Barrasse thanked Chief Miller for his report and requested to Council when he appears at a Council meeting he would like him to give his report with the Mayor's report due to time constraints. Mr. Barrasse reported on a complaint dealing with speeding in the area of Deacons Green and the painting of crosswalks on Fairview Road stating he did speak with the police. Also, Dave Kohinsky was going to try to accelerate the painting of the crosswalks in the next two (2) weeks weather permitting. Mr. Barrasse expressed his thanks to Mrs. Earley and her husband John for their work in getting the Green-Light-Go grant for Clarks Green. He then told Council they have the two (2) bids that were submitted in February 2015 for the traffic signal in front of them for their review. Mr. Barrasse informed Council that he had a discussion with John Kwiatkowski from Northeast Signal stating there are eighteen (18) loop sensors under the pavement over time these sensors stop working certainly if the rode is milled and repaved it is an issue and one (1) of the loop sensors located on Grove Street is not functioning which is not detecting cars back approximately seventy (70) feet or eighty (80) feet. The proposal we received back in 2015 was $31,095 and Mr. Barrasse suggested to Council that possibly fixing the light on Grove Street first and then later fix the light on Abington Road. Mr. Barrasse asked Councils pleasure on whether or not to proceed in doing the entire project now or do it partially and continuing the rest of the project next year. Mrs. Earley stated she is in favor of doing the project all at once since we have capital funds saved to match the awarded grant. Solicitor Weinschenk informed Council that the job would need to be bid publically. Mr. Rinaldi commented on the original proposals pointing out Northeast Signal's charge for two (2) video radar detectors are $8200 each and Kuharchik's proposed four (4) video radar detectors at $4650 each. As a result Northeast Signal's proposal would be around $47,000 and not the low proposal. Mr. Rinaldi feels the Borough needs to make sure the bids are apples to apples for comparison. Mr. Barrasse motioned to advertise for bids while requesting either the Borough Engineer or another firm to prepare bid specifications, seconded by Mrs. Earley. Mr. Barrasse, Ms. D'Oro, Mr. Toms, Mrs. Earley and Mr. Williams voted in favor. Mr. Rinaldi and Mr. Hughes voted no.

PERSONNEL: Mr. Rinaldi just stated his earlier suggestion of possibility of getting summer help in helping organizing the files for the DPW.

REFUSE & RECYCLING: Ms. D'Oro had nothing to report. Mr. Hughes told Ms. D'Oro he will supply her with the maps that have been used for the leaf bag distribution for the fall noting they will be very helpful. Solicitor Weinschenk suggested to Council the Borough Ordinances regarding refuse fees should be amended and to be made more generic in those sections in which the Borough has designated a refuse hauler. He stated the ordinance reflects the prior hauler Lakeland Sanitation rather than County Waste and it never updated with the original contract or current contracts fees. Mr. Rinaldi motioned to have Solicitor Weinschenk prepare an amendment to the Borough Solid Waste Ordinance, seconded by Mr. Hughes. Mr. Rinaldi, Mrs. Earley, Mr. Hughes, Mr. Barrasse, Ms. D'Oro, Mr. Toms, and Mr. Williams voted in favor.

ACOG: Ms. D'Oro reported that Rick Williams is working on changing the verbage on the bylaws along with possibility of ACOG sponsoring re-cycling education. Joyce Hatala will be attending the Master Steward Garden program at Penn State volunteering in the community for the storm water. The collection of leaves will be sent to the organic farm owned by David Slade. She informed Council there will be no meetings for the months of July and August.

ARWA: Mr. Rinaldi informed Council that the 2014 and 2015 Financials were presented by the auditor from Jones Kohanski stating the Waste Water Authority was in good financial shape. Mr. Rinaldi told Council the copies of Financial Statements are located in the borough office and on our website. He updated Council on the grit pump stating it was still at the manufacturers and it does not change the operation of the plant but when operational less maintenance is required. The Authority Board decided to establish a committee to negotiate a global settlement since there are several issues remaining with the general contractor Quandel also noting the final punch list is not completed. The Board voted to engage Gannett Fleming to do the NDPES permit which pertains to treated wastewater discharge water into the streams. This submission in March 2017 is for another five (5) year permit. Mr. Rinaldi reported on the theft of six (6) shrubs totaling in the amount of $468 but informed Council that they have been replaced. Mrs. Earley commented that the boxwoods are very salt sensitive and probably will not survive the winter. Mr. Rinaldi told Council the plant construction is 99% done and the final completion expected by the end of June. Mr. Hughes asked regarding the audit what is the debt service and Mr. Rinaldi stated it was $1.4 million per year.

OLD BUSINESS: President Williams asked Solicitor Weinschenk to explain Ordinance No. 1 of 2016. Solicitor Weinschenk stated the ordinance amends the existing ordinance reducing the Borough's Planning Commission from seven (7) members to five (5) members and currently existing on the Planning Commission are three (3) members, terms expiring on December 31, 2016, December 31, 2017, and December 31, 2018. This ordinance proposes the appointment of two (2) members with terms expiring December 31, 2019 and December 31, 2020. Upon expiration of the terms of current and newly appointed members of the Borough Planning Commission, a member of the Planning Commission shall be appointed for a term of four (4) years. Mr. Rinaldi motioned to introduce and advertise the Ordinance No. 1 of 2016, seconded by Mr. Barrasse. Mr. Toms, Mrs. Earley, Mr. Hughes, Ms. D'Oro, Mr. Barrasse, Mr. Rinaldi and Mr. Williams voted in favor. Solicitor Weinschenk noted that two (2) of the five (5) member Planning Commission can be Council members but suggested when appointing the (2) members to do it by person rather than by council position. President Williams preceded with old business including school bus pick up and drop off safety. The Borough continues to have a problem with the unsafe pickup and discharge of students in the driveway of the Borough building tying up the intersection. President Williams reminded Council that letters have been sent to the Abington Kids Learning Center expressing the concerns of Council and requesting alternate stops be implemented. President Williams asked Mr. Rinaldi to discuss the recent incident since he had sent pictures of a multiple accident around the time the school bus discharges students in the driveway of the Borough building. Mr. Rinaldi told Council he had authored a letter and sent it two (2) regional representatives representing Clarks Green, the Superintendent and the Transportation Director of Abington Heights School District asking them to attend our work session on June 1st to discuss how the School District determines their pickup and drop off points and whether they had considered stopping traffic in the middle of an intersection of two (2) state roads. President Williams stated it is definitely a safety issue.

NEW BUSINESS: Mr. Rinaldi asked Ms. Palmer regarding an update on AAJRB Board since Council has not been getting reports. Ms. Palmer stated she had no updates to report. Mr. Rinaldi suggested that we asked our representatives to attend the next Council meeting and report on the AAJRB Board. Ms. Palmer did say they are working heavily on the Concert Series and they are working on a walkway. President Williams asked Ms. Palmer to coordinate with the other AAJRB representatives of Clarks Green so someone can attend the next Council meeting to provide an update to Council. Mr. Rinaldi stated he sent an email to the engineer, Bob Naegele regarding the initial job meeting on AAJRB Paving Project and had asked for the notes from the meeting and attendance list.

MOTION FOR ADJOURNMENT: Mr. Barrasse motioned, seconded by Mr. Hughes to adjourn the meeting at 9:02 p.m. All in attendance voted in favor.

Joanne Culbertson, Secretary/Treasurer

CLARKS GREEN BOROUGH
COUNCIL MEETING

MAY 18, 2016

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. MOTION TO ACCEPT MINUTES
4. MAYOR'S AND POLICE DEPARTMENT REPORT
5. PUBLIC COMMENT
   Visitors wishing to address Council are asked to approach the podium and kindly state their name and address. Comments are limited to 5 minutes.
6. GERARD HETMAN, LACKAWANNA COUNTY DEPARTMENT OF COMMUNITY RELATIONS
7. SOLICITOR'S REPORT – Solicitor Weinschenk
8. TREASURER'S REPORT AND BILL APPROVAL – Mr. Hughes
9. FINANCE COMMITTEE – Mr. Hughes
   Sewer Delinquencies
10. BUILDING & GROUNDS COMMITTEE – Mr. Toms
    Clock Maintenance Contract
11. PUBLIC WORKS COMMITTEE - Mrs. Earley
    Yale Boulevard Culvert Update
12. HEALTH & SAFETY – Mr. Barrasse
13. PERSONNEL – Mr. Rinaldi
14. REFUSE & RECYCLING – Ms. D'Oro
15. ACOG REPORT – Ms. D'Oro
16. ARWA REPORT – Mr. Rinaldi
17. OLD BUSINESS
    Discussion of Ordinance 1 of 2016
    School Bus Safety
18. NEW BUSINESS
19. ADJOURNMENT

NOTE TO VISITORS: Please sign the attendance sheet and indicate if you wish to observe the meeting or to address Council, stating the agenda topic on which you would like to comment. Thank you.