

**CLARKS GREEN BOROUGH
COUNCIL MINUTES
JULY 18, 2018**

CALL TO ORDER: President Barrasse 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, Mr. Dougherty, Mr. Toms, Mr. Hughes, Mr. Williams, Ms. Igoe, Mr. Barrasse, Mayor Lawler and Solicitor Weinschenk.

APPROVAL OF MINUTES: Mr. Barrasse entertained the motion to accept the minutes of the June 20, 2018 meeting. Mr. Hughes motioned, seconded by Mr. Williams. Mr. Williams, Ms. Igoe, Mr. Toms, Mr. Hughes, Mr. Dougherty, Mr. Rinaldi and Mr. Barrasse voted in favor.

VISITORS: Marnie Palmer, 280 East Grove Street, Ben Freda, Abington Journal, CSPD Officer Eric Williams, Gerard Hetman, Lackawanna County Outreach and representatives from St. Gregory's Church....David Hemmler, Tony Bernardi and Rev. John Lapera.

MAYOR'S REPORT: Mayor Lawler asked Council to take a moment to remember our residents who we serve and those residents who are ill and/or facing serious challenges and those who passed on this month. Mayor Lawler read the correspondence sent from St. Gregory's Church, Father Lapera stating it was a pleasure working with the Clarks Green Planning Commission committee and the parish family of the Church of St. Gregory are very excited in the anticipation of the expansion with the vote of approval at the planning meeting June 6th noting the attorney, architect and engineers will meet all the necessary conditions and informed Council members he will always be available if there are any questions. Mayor Lawler stated a note of congratulations was sent to resident, Julie Tinkleman being named Northeast Woman. Mayor Lawler welcomed Officer Williams to the meeting. Officer Williams briefly reviewed the fugitive situation involving the U.S. Marshalls, FBI and Secret Service noting the fugitive has not be apprehended but the CSPD is in constant contact with the governmental agencies. Mr. Barrasse asked if the fugitive was armed. Officer Williams stated they were not sure but at the moment they feel he is armed and dangerous based on history. Officer Williams reviewed the monthly police report noting nothing out of the ordinary. Mr. Toms asked Officer Williams on a grant awarding extra coverage for traffic control. Officer Williams stated as a matter of fact, there is an officer on duty tonight being funded by the Aggressive Driving Grant noting use of the grant funds are not limited to Clarks Summit Borough but can also be used for Clarks Green on state roads.

PUBLIC COMMENT: Planning Commission Chairwoman Patty Lawler, addressed Council on the earlier Planning Commission meeting. Chairwoman Lawler told Council the Commission recommends the approval of St. Gregory's Land Development Plan subject to two (2) conditions. The consolidation of two parcels owned by the Church included in the land development plan and the Church securing an easement from the Diocese for the use of a portion of the OLP School's property for parking and storm water runoff. Mr. Rinaldi motioned to approve the consolidation of the two (2) lots as depicted on the plot plan for St. Gregory's, seconded by Ms. Igoe. Mr. Williams, Mr. Toms, Mr. Dougherty, Mr. Hughes, Mr. Rinaldi, Ms. Igoe and Mr. Barrasse voted in favor. Mr. Barrasse asked if there are any questions or discussion on the Conditional Use and Land Development application for St. Gregory's. Solicitor Weinschenk briefly explained there are four (4) sets of the final plan submitted by the Diocese. Solicitor Weinschenk told Council the Planning Commission considered the plans when reviewing the Conditional Use application to be considered before voting on the Conditional Use approval for St. Gregory's. Solicitor Weinschenk articulated a conditional use is not permitted by right but can be allowed by Council since St. Gregory's is expanding more than 25 percent. Solicitor Weinschenk explained CGB Ordinance Chapter 27, Section 1109's requirements.

In reviewing the application, Solicitor Weinschenk noted the issues to be considered including community need, adverse effect on the adjacent property, character of the neighborhood, traffic conditions, parking, public improvements, rights of way along with public safety and community welfare. Solicitor Weinschenk told Council the fire department had reviewed and approved the plans Mr. Barrasse asked for clarification on the drainage to Mr. Bernardi, engineer for St. Gregory. Mr. Bernardi stated the storm water handled by the system now, will redirect 40% of the current storm water towards Leggets Creek and instead channel it in the opposite direction toward Tunkhannock Creek. Mr. Barrasse asked for the Solicitor Weinschenk's help for in crafting a motion to approve the expansion of St. Gregory's Church and the submitted Land Development Plan. Solicitor Weinschenk stated the motion as the following...based on the recommendation of the Borough's Planning Commission and the testimony received the July 18th public hearing prior to Council Meeting and Council's review of the applicable standards and criteria of the conditional use would approve the conditional use application and the land development application for the expansion of St. Gregory's Church to include the ministry center depicted on the applicant's engineer certified drawings presented to Council with revisions 001-002 on May 1 and May 29, 2018 from the original plans approving this package plans from C-00 through DA-2 for the Land Development and the Conditional Use and authorizing the zoning officer to issue the appropriate permits upon receipts of the Recorded Deed of easement. Mr. Rinaldi motioned to accept the stated motion, seconded by Ms. Igoe. Mr. Dougherty, Ms. Igoe, Mr. Toms, Mr. Hughes, Mr. Rinaldi, Mr. Williams and Mr. Barrasse voted in favor.

LACKAWANNA COUNTY COMMUNITY RELATIONS: Mr. Hetman informed Council Sept. 8th the original traveling National Memorial will be at McDade Park for five (5) days. Mr. Hetman briefly reviewed the events scheduled for the County including the Scranton's Tomorrow Movie Series starting July 26th held at Courthouse Square and distributed flyers.

PUBLIC WORKS: Mr. Williams told Council he appreciates everyone's efforts in doing site visits. Mr. Williams discussed the distributed copies on the revised construction cost estimate for Crest Drive pointing out this estimate is significantly lower than the March 29th cost estimate previously submitted by the Engineers. Mr. Williams told Council this estimate reduced mobilization from \$2,500 to \$2,000, eliminated maintenance and protection of traffic at \$600, lawn restoration reduced from \$4,125 to \$450 and eliminated headwall \$3,600. Mr. Williams informed Council that additions also had been added noting two (2) new precast concrete inlet structures on either side of Crest Drive and grading revisions will be provided for the swale channel upstream from the new headwall structure. Mr. Williams pointed out to Council that ATC fees are not in the distributed chart. Mr. Williams told Council their fee for services will be \$5,290.00 (\$1,650.00 for topographic survey, courthouse research, and to locate existing property pins for the purpose of identifying property ownership and required easement area depictions; \$640.00 for preparing temporary easement exhibit plans; and \$3,000.00 for preparing construction plan, profile, and detail drawings). Mr. Williams talked about an earlier discussion which involved Borough DPW performing the work and Mr. Toms stated the Borough does not have the machinery needed. Mr. Toms questioned the fee for the topographic survey along with the fact that the residents are agreeing to have the work done on their property. Solicitor Weinschenk told Mr. Toms you have to know what portion of the project is on each parcel to obtain an easement to enter upon property to perform the work. Mr. Rinaldi stated that he does not understand why the engineers are going provide the service to locate existing property pins since there are none to be found and a boundary survey will be performed and is necessary. Mr. Rinaldi informed Council the engineering costs will add approximately 30% to the project costs since the bidding or construction phase services are not included in the estimate along with the legal fees. Mr. Williams motioned to authorize Council to proceed with Mr. Kresge's recommended plan for Crest Drive, seconded by Mr. Toms. Mr. Rinaldi asked Mr. Williams to amend the motion to include negotiating with the engineers whether or not it will be an additional service on a time and expense or a pre-agreed lump sum fee. Mr. Williams amended his motion to include the additional requirement. The amended motion was seconded by Mr. Toms. Mr. Rinaldi, Mr. Hughes, Mr. Williams, Mr. Toms, Mr. Dougherty, Ms. Igoe and Mr. Barrasse voted in favor. Mr. Williams told Council Mr. Rinaldi, Mr.

Hughes, and Mr. Kresge and himself visited the Grove Street Sanitary Sewer line site and measured the distances and identified two (2) manholes 101 and 102. During the site visit Mr. Kresge stated he could not remove the manhole cover upstream to verify the depth. However, the distance measured matches the 252.50 ft. reported by the line televising reports, when adding the length of camera footage installed from both manholes. Mr. Williams told Council Mr. Kresge feels confident there is not another blockage and that the one (1) blockage is reasonably accessible for construction. Mr. Williams recommended to Council to proceed with the line replacement for the 60 ft. +/- of sewer line from the upstream manhole to the point of obstruction. Mr. Rinaldi reported one (1) of the sinkholes closest to the parking lot has been filled and noted if there is one (1) problem with the pipe in one (1) spot we really should only have one (1) sinkhole. Mr. Rinaldi told Council he is not sure when the school district erected the metal garage wondering if that construction might be contributing to the problem since it's not apparent where the school district's storm water from the garage is going. Mr. Rinaldi suggested Council contact the school district making them aware of our sewer line replacement plans and if it is determined runoff from the garage is contributing to the problem, the School District should share in the cost of repairs. Mr. Williams told Council he will draft a letter. Mr. Williams reported the 2018 Paving Project plans for Greenbrier and Yale Boulevard have been delivered received today and are ready for Council's review. Mr. Williams told Council, after speaking to Mr. Kresge, the Borough will be advertising for bids in August and authorizing the paving at our September meeting. Mr. Williams discussed Mr. Alan Smertz's storm water runoff problem which he stated results in an accumulation of ice in front of his driveway during winter months. Mayor Lawler told Council about addressing these concerns with the contractor who is constructing the new house. Mr. Williams told Council he will draft a letter stating that Council agrees to install a catch basin above the Smertz driveway with a copy of the report from the borough's engineer explaining his findings and observations. Mr. Williams told Council of an offer Mr. Perih made to the borough concerning the sewer hookup. He stated since he had paid for the \$500 tapping fee along with the \$2,200 ARWA connection fee and he feels the borough should meet him halfway and fix the road after connection of the sewer line to the property he is developing. Council agreed connecting a sewer line is a part of the cost of developing a property and declined his request.

SOLICITOR'S REPORT: Solicitor Weinschenk stated he will inform Council on the Emergency Management Plan which is discussed under new business.

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	\$	99,402.40
General Fund Checking		365,602.75
General Fund Money Market		35,272.24
Sewer Fund Checking		270,119.56
Sewer Fund Money Market		34,986.41
Sewer – FNCB CD		50,054.93
Sewer – Wayne Bank CD		50,669.36
State Funds Checking		<u>61,779.89</u>
Total Checking/Savings	\$	967,887.54

Mr. Hughes told Council he might move some money from general fund checking account to a CD and is waiting to see the outcome of the paving bids. Mr. Hughes then presented the Budget vs. Actual report comparing balances on the report to amounts to last year. Mr. Hughes told Council the Wage/earned income tax is higher \$8,000 than a year ago and our total revenue is \$3,000 lower than a year ago. Mr. Hughes asked Secretary Culbertson to find out why health insurance is up \$5,000 more than a year ago. Mr. Hughes told Council total expenses are \$35,000 higher due to the road work involving concrete. With no questions from Council Mr. Hughes motioned, seconded by Mr. Toms to

accept the Treasurer's report and ratify the payment of the bills. Mr. Dougherty, Mr. Toms, Mr. Hughes, Mr. Williams, Ms. Igoe, Mr. Rinaldi and Mr. Barrasse voted in favor. Mr. Hughes reviewed the sewer delinquency report noting sewer delinquencies of \$4,695 has been collected. Mr. Hughes told Council there are twelve (12) accounts newly six (6) months or more delinquent noting payment has been paid on one (1) recently. Mr. Hughes informed Council certified letters will be sent out July 19th to nine (9) of the delinquent accounts and the other three (3) will be sent by regular U.S. mail with a due date of August 30th. Mr. Hughes reported the Borough has received thank you notes from the Abington Senior Center and the Abington Community Library. Mr. Hughes briefly reviewed letter sent to Leah Rosenkrans, from Murphy and Dougherty & Co. thanking her for the review of the audit and responded to the findings within the audit.

BUILDINGS & GROUNDS: Mr. Toms told Council the DPW crew has started the work on Armstrong Avenue and the project is moving along nicely.

PERSONNEL: Mr. Williams informed Council that two (2) more days of training occurred for Joanne Pesota with Sharon Barrett concerning quarterly payroll taxes and reported they felt it was sufficient additional training.

REFUSE & RECYCLING: Ms. Igoe reported on the Electronics Recycling Event Saturday, July 7th at the Borough building noting the Mayor Lawler and Mr. Williams attended the event. She reported the community was very receptive, noting 2600 lbs. of electronics were collected. Mrs. Igoe informed Council she attended a presentation entitled "Active Shooter Threats" stating it was very informative and distributed flyers to members of Council explaining when faced with an active shooter, there are three (3) options: Run, Hide and Fight. Ms. Igoe told Council mental preparation and having a plan are vital to help manage the situation.

HEALTH & SAFETY: Mr. Rinaldi updated Council on the traffic signal upgrade stating the engineer submitted the plans to PennDot resulting in five comments from PennDot which Jerilyn Luben needs to respond before plan is accepted. Upon acceptance of the plans, Ms. Luben will provide the equipment specifications for preparation of a bid package.

ARWA: Mr. Rinaldi reported the Sandvik Steel contacted the Authority to report it is considering changing their process resulting in their sewer discharge with a higher percentage of nitrates. Sandvik inquired if they will need to change their pre-treat process or will the Authority agree to impose a surcharge to treat the higher nitrate discharges. The Authority determined it will need further information from Sandvik before making a decision. Mr. Rinaldi informed Council WET testing of the effluent has been completed and is waiting for results before submitting them to DEP.

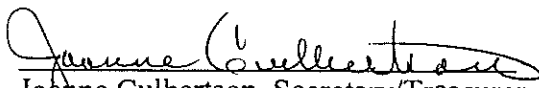
GRANT: Mr. Dougherty informed Council he, Mayor Lawler and Mr. Barrasse had a meeting with representatives from Mr. Flynn's, Mr. Blake's offices the Lackawanna County Dept. of Economic and Community Development about qualifying for grants and how to go about filing for these grants. Mr. Dougherty stated this discussion led to setting up a meeting with Mr. Barrasse and myself to meet with Lackawanna County to file a grant application that possibly would get money for replacement of the Borough's trucks and storm water problems throughout the Borough. Mr. Dougherty noted the two (2) meetings were very productive. Mr. Barrasse noted Mr. Kelly at Lackawanna County appeared receptive. Mr. Barrasse told Council most likely a resolution will need to be passed by Council to apply for LSA money. Mr. Dougherty agreed and stated the legislation needs to be done by September. Mr. Dougherty informed Council LSA is gaming money which is distributed by the County. Ms. Igoe questioned why she and Keith Williams were not notified of these meetings since they are on the Grant Committee. Mr. Dougherty stated it was an oversight on his part and will make note and all further information will be passed on to the committee. Mr. Rinaldi stated the grant committee members need to be introduced so they know the individuals involved so that they can advance the project if Mr. Dougherty cannot attend a meeting. Mr. Williams and Ms. Igoe offered

their services and knowledge to help with future grants. Mr. Toms stated he felt he would of like to have attended the meeting since he felt married to one of the trucks that will be replaced. Mr. Barrasse stated the meeting was of short notice and no specific truck was talked about. Mayor Lawler stated she had experience with this type of grant funding before in Clarks Summit and knew the gentlemen involved so she approached Mr. Barrasse of this grant opportunity. Mayor Lawler stated she is willing to step back and let the Grant Committee take over but she will always be there if needed. Mr. Rinaldi asked "what is the process of obtaining these grants noting we don't have any specific projects." Mr. Rinaldi stated we need to see what trucks really need to be replaced and formulate a specific plan. Mr. Barrasse stated that is why we are trying to get awarded a grant to replace the plow truck that really has a life of eight (8) years but is sixteen (16) years old and the other truck is nine (9) years noting if these trucks have issues during a storm we would have to hire private contractors outside for approximately \$10,000. Mr. Barrasse thanked Mr. Dougherty for his efforts trying to solicit grant money for the community.

OLD BUSINESS: Mr. Barrasse thanked Planning Commission Chairwoman Lawler for her work on the planning commission along with the members of the Planning Commission. Mr. Barrasse thanked Solicitor Weinschenk on his time and work with the St. Gregory's expansion project. Mr. Barrasse thanked Council for their time for coming to all the meetings.

NEW BUSINESS: Mr. Rinaldi updated Council on the Emergency Management Plan stating the committee met twice and put our thoughts in an email and submitted to Solicitor Weinschenk. Mr. Rinaldi stated Solicitor Weinschenk had some concerns and there will be another meeting which will include the Solicitor to talk over the concerns and provide Council with a document to read for the work session.

MOTION FOR ADJOURNMENT: Mr. Barrasse entertained the motion to adjourn the meeting. Mr. Hughes motioned, seconded by Mr. Williams to adjourn the meeting at 9:25 P.M. All in attendance voted in favor.


Joanne Culbertson, Secretary/Treasurer

CLARKS GREEN BOROUGH
COUNCIL MEETING
Agenda

July 18, 2018

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE- President Barrasse
2. ROLL CALL- Secretary Culbertson
3. MOTION TO ACCEPT MINUTES
4. MAYOR'S AND POLICE REPORT, FIRE & AMBULANCE
Mayor Lawler, Clarks Summit Police Chief Yarns
Clarks Summit Fire Co. President Mike Lukus, Fire Chief Jay Miller, EMS Corey Colarossi
5. PUBLIC COMMENT
Mayor Patty Lawler- Planning Commission report on lot consolidation.
Visitors should approach the podium and state their name and address. Comments limited to 5 minutes
6. SAINT GREGORY'S
Lot Line Revision
Conditional use & Land Development Application
7. PUBLIC WORKS COMMITTEE – Mr. Williams
Crest Dr project and Grove Street project
8. GERARD HETMAN, LACKAWANNA COUNTY DEPT. of COMMUNITY RELATIONS
9. SOLICITOR'S REPORT – Mr. Weinschenk
10. TREASURER'S REPORT AND BILL APPROVAL – Mr. Hughes
11. FINANCE COMMITTEE – Mr. Hughes
Sewer Account Delinquencies & Payments
12. BUILDINGS & GROUNDS COMMITTEE – Mr. Toms
13. PERSONNEL COMMITTEE– Mr. Williams
14. REFUSE & RECYCLING COMMITTEE– Ms. Igoe
15. HEALTH & SAFETY COMMITTEE-Mr. Rinaldi
Green Light Go Grant
16. ABINGTON REGIONAL WASTEWATER AUTHORITY REPORT – Mr. Rinaldi
Borough Sewers/ Cap Discussion
17. GRANT COMMITTEE- Mr. Dougherty
18. OLD BUSINESS
19. NEW BUSINESS
Emergency Management Plan issue- Intergovernmental Agreement
20. ADJOURNMENT

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