

**CLARKS GREEN BOROUGH
COUNCIL MINUTES
FEBRUARY 20, 2019**

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. Toms, Mr. Hughes, Ms. Igoe, Mr. Dougherty, Mr. Williams (via phone), Mr. Barrasse, Mayor Lawler and Solicitor Weinschenk.

APPROVAL OF MINUTES: President Barrasse entertained the motion to accept the minutes from the December 20, 2019 Council meeting. Mr. Hughes motioned, seconded by Mr. Dougherty. Mr. Williams, Ms. Igoe, Mr. Toms, Mr. Hughes, Mr. Dougherty, Mr. Rinaldi and Mr. Barrasse voted in favor. President Barrasse entertained the motion to accept the January 16, 2019 Council meeting. Mr. Hughes motioned, seconded by Mr. Dougherty. Mr. Rinaldi, Mr. Dougherty, Mr. Hughes, Mr. Toms, Ms. Igoe, Mr. Williams and Mr. Barrasse voted in favor.

VISITORS: CSPD Officer Robert Shedlock, Marnie Palmer, 280 East Grove Street, Ben Freda, Abington Journal, Chris Chermak, Republican Candidate for County Commissioners, Matthew Walsh, Engineer from Colwell- Naegele Associates, Inc. and Sean MacPherson, Vice-President of the Clarks Summit Fire Co.

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 told Council the Borough received correspondence from Maureen Thorburn and family gratefully thanking Council for the memorial service and brunch hosted by Councilman Rinaldi. Mayor Lawler updated Council on Marsy's Law stating with our resolution and others throughout the Commonwealth it will come before the legislature for the second time and feels competent it will be approved and then will be moved to the voters for final passage in 2019. Mayor Lawler proceeded to give information concerning the Shade Tree Committee announcing that Clarks Green once again is the recipient of the Tree City Award provided by the Arbor Day Foundation based on the qualifiers twenty-one (21) trees had been planted within the Borough and the presence of the committee at our recycling event Go Green Clarks Green. Mayor Lawler reported on the Byrne Justice Assistant Grant application noting CSPD Chief Yarns will be applying and will purchase two (2) Shield Radar Speed Display Units for a total grant in the amount of \$9330. Mayor Lawler told Council a letter of support from the Clarks Green will need to be submitted with the grant application. Mr. Toms motioned to send the letter of support from the Clarks Green Borough Council endorsing the grant application to the PA Commission on Crime and Delinquency, seconded by Mr. Dougherty. Mr. Dougherty, Ms. Igoe, Mr. Toms, Mr. Hughes, Mr. Rinaldi, Mr. Williams and Mr. Barrasse voted in favor. Clarks Summit Police Office Shedlock briefly reviewed the monthly police report noting eighteen (18) traffic stops.

PUBLIC COMMENT: Sean MacPherson, Vice-President of the Clarks Summit Fire Co. informed Council stating 2018 was one (1) of the busiest years to date overall noting they cover both Clarks Green and Clarks Summit boroughs and had responded to 352 fire calls and 1350 ambulance calls stating the weekend dual dispatching has been very successful. Mr. MacPherson told Council volunteerism is down across all sectors not with just fire or medical services encouraging municipalities to implement the state Tax Rebate Incentive Plan which will give something back to the volunteers for their service hours it can be applied to earned income or property tax noting in 2018 Clarks Summit Borough has approved the plan. Council asked if he can provide more documented information noting it sounds like a great plan. Chris Chermak, Republican Candidate for County

Commissioners, told Council he is attending to officially announce his candidacy for a republican nomination for Lackawanna County Commissioner seeking support from Clarks Green Residents. Mr. Chermak stated for months he has been attending the various meetings throughout the County to gain knowledge and information about the various municipalities and townships. Marnie Palmer, 280 East Grove Street, addressed Council concerning speeding on Grove Street noting she is afraid that someone may be killed as a result. Ms. Palmer told Council of another issue concerning a storm drain in NBT Bank's parking lot she believes is causing ice to form on her sidewalks.

SOLICITOR'S REPORT: Solicitor Weinschenk stated he had nothing specific and provide comments in respect to agenda items. Solicitor Weinschenk told Council he did review the Green Light Go bids and found them in proper legal form and order. Mr. Barrasse told Council a five (5) minute recess will take place so the two (2) members of Council can salt the sidewalks which had become hazardous due to freezing rain. Council meeting reconvened at 7:32 P.M. Mr. Barrasse informed Solicitor Weinschenk about a meeting concerning the Abington Senior Center at the Clarks Summit Borough Building tomorrow at 6:30 P.M. A brief discussion followed noting the lease and other related documents remained missing.

PUBLIC WORKS: Mr. Williams asked Mr. Rinaldi to briefly discuss the nine (9) engineering proposals. Mr. Rinaldi stated Council had interviewed all firms that had responded to the RFPs for engineering services stating, Scheduled presentations were held over the course of three (3) nights. Each firm was allotted thirty (30) minutes concerning the subject matter of maintenance of Borough's streets and roads, sanitary sewer rehabilitation mandated by DEP and stormwater management mandated by US Environmental Protection Agency. Mr. Rinaldi explained at the conclusion of their presentations Council asked one (1) or two (2) questions and one (1) question dealt with each firm's hourly rate. Mr. Rinaldi stated now Council will need to determine "who should be, or if there should be a change in the engineering firm to provide services to Clarks Green Borough". Mr. Rinaldi stated his view was contained in his email to Council which also included the hourly rates of the firms ranging from \$80 to \$117 an hour. Mr. Rinaldi noted all firms appeared qualified to provide engineering services to Clarks Green and stated our local firm Colwell-Naegele Associates (CNA), with the lowest hourly rate, could save the Borough 24% to 30% based on their hourly fee of \$80 per hour for principal and \$65 per hour for an associate. Mr. Barrasse open the floor for discussion. Ms. Igoe stated after reviewing all the presentations she felt the local firm Colwell-Naegele had all the qualifications necessary for the Borough along with the savings from the lower fees noting some of the other firms appeared were too large for a small Borough like Clarks Green. Mr. Barrasse stated he wanted to clarify the certifications of BCM stating they have been certified the longest dealing with the reporting and stormwaters. Mr. Dougherty stated all the engineering firms were great, noting we have a lot of terrific engineering firms in our area. Mr. Dougherty commented on BCM, the current engineering firm and likes how they helped the Borough secure a \$200,000 Small Stream and Stormwater Grant. Mr. Williams stated he echoes on all of the comments on the engineering firms that had responded but with the recent 2018 rainy weather he was impressed with our current engineering firm, BCM in their response time with our various Borough water issues along with the work at the expansion site of St. Gregory's noting their rates are slightly higher but I would not put out of the realm of undoable. Mr. Williams stated nothing against C-N-A, that they are a great firm, they had great points including that their business is located in the Borough and a property taxpayer. Mr. Toms feels the C-N-A supports the Borough by paying taxes to the Borough and are qualified to helping the residents of Clarks Green Borough. Mr. Toms told Council he had been working with the current engineers on several projects and there had been times when documents were needed, the current engineers did not have them, noting the Crest Drive Project stating the project had to be re-visited twice since the initial plans developed by the current engineer required one of the residents' a property owner's side yard was affected so much by having the plans needed to be revised. Mr. Toms told Council he favored the Colwell-Naegele firm. Mr. Barrasse told Council he did not believe changing firms would result in a 24% decrease from the current fees. Mr. Barrasse asked Council to

consider that the Borough had BCM for many, many years and worked on a lot of projects noting this is nothing against C-N-A but if any other firm is appointed by the Borough, the learning curve will be so steep the savings you might think you will get in the first or second year will be negligible or a pipe dream. Mr. Barrasse told Council actually right now we had spent an excess of \$2,000 to \$3,000 in this bid process so we are actually spending a little more on Solicitors fees, paying for the bids to be scanned and other stuff relating to the bid process. Mr. Barrasse told Council in reviewing the presentations several times the only firm that mentioned Yale Boulevard, Crest Drive and Armstrong Ave. was BCM. Ms. Igoe responded to Mr. Barrasse stating there are still problems that has not been resolved by BCM. Mr. Barrasse stated he believes there were a lot of issues last year on Crest Drive that got us behind noting that he did not consider those delays the fault of BCM. Mr. Barrasse stated he had talked with another Borough Managers and Solicitors from Throop Borough identifying Atty. Louis Cimini and Vito Ruggiero. Mr. Barrasse explained Throop Borough Council works different than ours when they changed engineers over the last year they had chosen a firm that was specific to grant writing since they anticipate a \$1.2 million grant for a \$1.4 million project. Mr. Rinaldi then inquired of Mr. Barrasse if Throop Borough had dismissed BCM as Throop Borough Engineer. Mr. Barrasse told Council he feels there will be grant money out there in the next two (2) to three (3) years in helping fund our water projects within our Borough and we need a firm with a vast amount of experience reminding Council of Mr. Devine from BCM who helped with our last grant in the amount of \$200,000 stating we need professionals in applying for grants. Ms. Igoe questioned the Borough's Grant Committee giving all the work to Mr. Devine from BCM. Mr. Dougherty stated he is not a professional and Ms. Igoe stated she understands that. Mr. Barrasse explained the Grant Committee was not involved in the \$200,000 and the \$40,000 grant was done by the former Councilwoman Early that had been awarded to us. Mr. Barrasse did note the Borough just recently received a \$500 Art and Culture grant and we submitted a grant application to help with the funding for new DPW trucks. Ms. Igoe asked Mr. Barrasse "how long has the current engineering firm, BCM been engineers for the Borough?" Mr. Barrasse was not sure but Mr. Rinaldi stated twenty (20) plus years according to their presentation. Mr. Barrasse and Mr. Rinaldi had a brief discussion on several topics. Mr. Barrasse again told Council if the Borough does decide to switch engineering firms he believed there would be costs associated with leaving our old firm. Mr. Rinaldi stated to Mr. Barrasse that he should had gotten an estimate if he was going make this point. Mr. Rinaldi stated there should be no cost since all the engineering files are the property of the Borough which has already paid for them. Mr. Hughes stated decisions like this type are not forever since the Borough is not entering in a three (3) or five (5) year agreement and just as you do with any professional and that by the same token he was certainly not recommending to change engineers or auditors every year or two since that is not how you have a professional relationship with someone. Mr. Hughes told Council he is content with either Colwell Naegele or BCM and noted I do not think the Borough will save 25% or 30% on engineering fees but very possibly something. Mr. Hughes told Council if we do decide to make a change and for him to support it, he would make it a condition to utilize the current design work for Greenbrier, Yale Boulevard and Crest Drive. Mr. Hughes told Council BCM has been very responsive to our needs and that the firm of Colwell-Naegele helped without payment finishing the RACP Project for AAJRB. Mr. Rinaldi believed Council Colwell-Naegele demonstrated it was community minded by volunteering when the original engineer quit the project. Mr. Rinaldi motioned to appoint Colwell-Naegele Clarks Green Borough Engineer at a fee not to exceed \$80 an hour without Councils approval, to begin March 1, 2019 contingent upon the use of the current available documents for the ongoing Borough projects, seconded by Mr. Toms. Mr. Hughes, Ms. Igoe, Mr. Rinaldi and Mr. Toms voted in favor. Mr. Dougherty, Mr. Williams and Mr. Barrasse voted no. Mr. Williams reported on a storm water issue complaint for a property on Birchwood Road, noting the properties in the area are very flat and stated this issue will be pursued once the weather improves. Mr. Williams informed Council the PAWC will be doing waterline replacement work on Crest Drive stating this might be an opportunity for the Borough to tie in the work that the Borough needs to perform on the stormwater pipe noting this might help in the restoration of Crest Drive. Mr. Williams stated Dave Kohinsky is to setup up a meeting with PAWC to discuss their plans.

PERSONNEL: Mr. Williams told Council he will prepare a draft for the work session concerning the change of the DPW Uniform Policy which would include steel toed shoes, fluorescent safety apparel along with outerwear, work pants and work gloves. President Barrasse announced Council will move into an executive session to discuss personnel issue. Executive Session started 8:20 PM and reconvened at 8:54 PM.

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	\$	139,436.22
General Fund Checking		264,389.37
General Fund Money Market		35,276.40
Sewer Fund Checking		319,109.74
Sewer Fund Money Market		34,990.52
Sewer – Wayne Bank CD		51,091.73
Sewer – FNCB CD		50,553.47
State Funds Checking		61,816.12
Total Checking/Savings	\$	956,663.57

With no questions from Council Mr. Hughes motioned, seconded by Ms. Igoe to accept the Treasurer's report and ratify the payment of the bills. Mr. Toms, Mr. Dougherty, Mr. Hughes, Mr. Williams, Ms. Igoe, Mr. Rinaldi and Mr. Barrasse voted in favor. Mr. Hughes then presented the Budget vs. Actual report comparing balances on the report to amounts from last year. Mr. Hughes stated net income this year is ahead \$20,000. Mr. Hughes briefly reviewed the sewer delinquencies stating we had collected \$5,000 and a second delinquency letter will be sent out by March 4, 2019.

BUILDINGS & GROUNDS: Mr. Toms reported the truck damaged by the falling tree is back and in service. Mr. Toms motioned in ratifying the payment of the bills for the new tools purchased by the DPW for the amount of \$2,000, seconded Mr. Rinaldi. Mr. Dougherty, Ms. Igoe, Mr. Toms, Mr. Hughes, Mr. Rinaldi, Mr. Williams and Mr. Barrasse voted in favor. Mr. Toms told Council an invoice from Snyders Tree Service has been received for the cutting up of the Borough's tree that had fallen in the last storm in the amount of \$700 noting the removal of the tree root system will be done by the DPW crew. Mr. Rinaldi motioned to pay Snyder's Tree Service in the amount of \$700, seconded by Mr. Toms. Mr. Williams, Mr. Rinaldi, Ms. Igoe, Mr. Hughes, Mr. Toms, Mr. Dougherty and Mr. Barrasse voted in favor.

REFUSE & RECYCLING: Ms. Igoe reported the Borough's County Waste contract is expiring on March 31, 2019 and the Borough needs to advertise for bids for the refuse/recycling stating she has been in contact with Solicitor Weinschenk concerning preparation of the bid package. Mr. Rinaldi motioned to advertise the Refuse Contract Bid, February 27 and March 6, 2019 in the Abington Journal for the term April 1, 2019 to March 31, 2024. The bids will require four (4) alternatives and are to be submitted by March 18, 2019 at noon. The bid opening will be March 18, 2019 at 12:30 P.M., seconded by Ms. Igoe. Mr. Dougherty, Ms. Igoe, Mr. Toms, Mr. Rinaldi, Mr. Hughes, Mr. Williams and Mr. Barrasse voted in favor. Ms. Igoe stated the bids will be reviewed and voted on at the March 20, 2019 Council Meeting.

HEALTH & SAFETY: Mr. Rinaldi informed Council two (2) bids that had been received for the traffic light control equipment and installation which were sent to Project Engineer Jerilyn Luben for review. Mr. Rinaldi told Council Northeast Signal had bid \$34,900 and Kuharchik's bid was \$29,690. Mr. Rinaldi stated when reviewed the bid amounts verses the grant allowance, he contacted Penn DOT

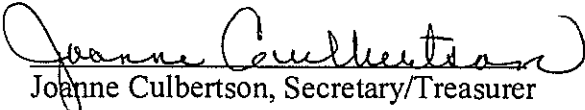
to determine if additional equipment could be acquired which would be covered by the grant reimbursement. Penn DOT responded by instructing Mr. Rinaldi to submit the addition items being considered and Penn DOT would review them and let the Borough know if those items qualified. Mr. Rinaldi obtained a list from Ms. Luben and forwarded it to Penn DOT for consideration. Mr. Rinaldi told Council of the extensive meeting held with the Safety Committee and James Waters and how impressed the Committee was with his presentation and his multiple certifications noting he could also train Borough employees and help Council Members with their NIMS certifications since it is a requirement all members of Council needs to be certified to qualify for disaster funding from FEMA if there is a disaster in the Borough. Mr. Rinaldi told Council the Borough will need to discuss paying him a stipend as EMA Coordinator and decide on the amount. Mr. Barrasse disclosed to Council that Mr. Waters wife is employed by him.

ARWA: Mr. Rinaldi reported Sandvik met with the Authority Director and Engineer to discuss a change in the company's treatment process and how those modifications would affect the waste to be treated by ARWA. ARWA was in the process of bidding its Aluminum Sulfate Contract which will be considered at the March Meeting. Kohanski & Company were on site to conduct the Authority's 2018 Audit and will present its findings at the March Meeting. Mr. Rinaldi reported on of the plant workers had retired and the ARWA was determining options for a replacement. Mr. Rinaldi stated the ongoing problem continues with PPL as the Authority once again had not received any billing for October, November and December 2018.

GRANTS: Mr. Dougherty reported to Council that the Borough had been awarded the 2018 Lackawanna County Arts and Culture Community Project Grant in the amount of \$500.

NEW BUSINESS: Mr. Barrasse announced to Council Mr. Dougherty will be the new Public Works Chair and the Grant Chair position will now be ad-hoc position. Mr. Barrasse told Council Mr. Williams will continue to be the Personnel Chair.

MOTION FOR ADJOURNMENT: Mr. Barrasse entertained the motion to adjourn the meeting. Mr. Rinaldi motioned, seconded by Mr. Dougherty to adjourn the meeting at 9:36 P.M. All in attendance voted in favor.


Joanne Culbertson, Secretary/Treasurer

CLARKS GREEN BOROUGH
COUNCIL MEETING
Agenda

February 20, 2019

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, Chief Jay Miller, EMS Corey Colarossi
Letter of Support for CSPD Grant Application
5. PUBLIC COMMENT
Visitors should approach the podium and state their name and address. Comments limited to 5 min
6. SOLICITOR'S REPORT- Mr. Weinschenk
7. PUBLIC WORKS COMMITTEE – Mr. Williams
Engineer proposal discussion
8. PERSONNEL COMMITTEE– Mr. Williams
9. TREASURER'S REPORT AND BILL APPROVAL – Mr. Hughes
10. FINANCE COMMITTEE – Mr. Hughes
11. BUILDINGS & GROUNDS COMMITTEE – Mr. Toms
12. REFUSE & RECYCLING COMMITTEE– Ms. Igoe
Request for Proposal for Refuse Contract
13. HEALTH & SAFETY COMMITTEE-- Mr. Rinaldi
Green Light Go Update
Emergency Services Coordinator Discussion
14. ABINGTON REGIONAL WASTEWATER AUTHORITY REPORT – Mr. Rinaldi
15. GRANT COMMITTEE- Mr. Dougherty
16. OLD BUSINESS
17. NEW BUSINESS
Public Works Chair Appointment
18. 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.