

CLARKS GREEN BOROUGH

June 26, 2019

The regular meeting of Clarks Green Borough was called to order by President Barrasse and opened with the Pledge of Allegiance. The meeting took place in Council Chambers at the Clarks Green Borough Building on June 26, 2019 at 7:00 p.m.

Present:	Mr. Williams	Solicitor Weinschenk
	Mr. Hughes	Mr. Toms
	Ms. Igoe	Mr. Dougherty
	President Barrasse	Mr. Rinaldi

Absent: Mayor Lawler

Visitors: Gayle & Larry Snell, James Waters, Ted & Judy Parchinski, Ben Freda, Leah Rosenkrans, Officer Shedlock, Gerald Hetman, George Parker, Frank Buono

Mr. Hughes made a motion to accept the minutes of the May 15, 2019 meeting, seconded by Mr. Dougherty, motion unanimously passed.

Mr. Hughes made a motion to accept the minutes of the May 24, 2019 meeting, seconded by Ms. Igoe, motion unanimously passed.

Mayor's Report- Police, Fire & Ambulance Report.

No report.

Police Report

Officer Shedlock reported that in the month of May there were three (3) speed violations and one (1) nonmoving violations. He also reported they had 1 non-traffic incidents and one (1) ordinance violation. Under the Monthly Incident Summaries there were twenty-one (21) incidents including, one (1) reported rape, one (1) motor vehicle theft, one (1) liquor law violation, one (1) disorderly conduct, three (3) animal complaints and one(1) alarm, three (5) traffic stops, two (2) Suspicion Activities, three (3)Traffic Complaints , two (2) Domestic Violence complaints and one (1) under other.

Officer Shedlock reported that on July 1, 2019 there will be a meet the Chief event starting at 6:00 PM and everyone is invited.

He also reported that from July 8, 2019 to August 25, 2019, Clarks Summit Police will be participating in a State Funded Aggressive Driving Campaign. As a result, there will be more Police on schedule to run traffic during these dates.

Mr. Toms questioned Officer Shedlock what prompts the Speed Century devices to be moved and he responded that they will be moved on request or upon report of an issue in a particular area.

Ms. Snell questioned Officer Shedlock about the reported rape and he referred her to contact Chief Yarns.

Public Comment

Leah Rosenkrans from Murphy, Dougherty and Company briefly discussed the 2018 Audit. She discussed there were no major findings and she thanked Mr. Hughes and the Borough Secretaries for their great work and cooperation. Ms. Rosenkrans mentioned that the firm needed to issue an adverse opinion because the borough didn't capitalize on all assets. In order for the borough to capitalize on these assets they would have to hire an additional firm and it could be costly.

Mr. Hughes made a motion to approve the 2018 Audit completed by Murphy, Dougherty and Company, seconded by Ms. Igoe, unanimously passed.

Mr. Rinaldi asked Ms. Rosenkrans if the Audit confirmed an error in the Employee Contribution. Ms. Rosenkrans responded that the mistake was made in error and it was found that one employee was over funded and one underfunded. The issue of the underfunded employee was corrected and the over funded employee contribution needs to be resolved this year.

James Waters-

Mr. Waters reported that he has been working on the Emergency Operations Plan for the Borough and he is also finished with the 1st part of the plan. He will hopefully submit the 1st section for approval for the August meeting.

Mr. Rinaldi asked that Mr. Waters send him his hours for working on the plan.

Mr. Parker (Zoning Officer)-

Mr. Parker reported that he has been on the job for approximately one (1) month and is working on getting up to speed. He has found the residents being cooperative. Mr. Parker discussed he would like to meet with the solicitor and other members of council to concentrate on utility cuts and work in the streets to understand what is required of the utility companies.

Mr. Rinaldi asked Mr. Parker if he was aware of the paving by the water company on Gordon and Crest? Mr. Parker responded yes, and appreciated Mr. Rinaldi make sure he was aware.

Mr. Rinaldi also asked about a water issue on the Mary O'Brien's property due to storm water on her property. Is she looking for permit? Mr. Parker discussed that the water is coming from the property behind her. The property owner was doing some landscaping. The landscaper will be visiting Mr. Parker to help solve the issue.

Mr. Toms asked about the construction projects in the report and if Mr. Parker has issued any permits. Mr. Parker responded that he has not issued permits, but he is reviewing some of the construction projects. Mr. Parker has also been stopping at the job sites to make sure they have the proper permits required. He discussed that depending on the project, he may or may not have to issue a permit.

Mr. Toms asked if there was an issue with a project, would he shut down a project and how fast? Mr. Parker responded that he wouldn't shut them down immediately, but would give them the opportunity to fix the issue.

Gail Snell-

Ms. Snell would like to know when the sewer grate will be fixed on Ash and Park Ave. There is a Clarks Green Borough cone on it. Mr. Dougherty stated he will look into it and took Ms. Snell's information.

Ms. Snell asked about the Park Ave break in and would like a follow up on what is happening with that break in. Mr. Rinaldi confirmed that the door was taken to be fingerprinted and the investigation is ongoing. She

asked if the borough would follow up on these cases as they are a big deal to the neighbors and the current owners were never told the house was broken in to.

Mr. Snell asked when the roads are going to be paved around Park Ave and Crest Ave. Mr. Rinaldi responded that all roads in the borough are on a paving schedule and will send Ms. Snell a PDF copy that she will be able to reference. Ms. Snell also asked about a pipe on the property that is falling in. It was discussed that this particular pipe is not borough responsibility as it is on private property.

Ms. Snell would like the secretary to schedule Garbage Pickup earlier in the day on the day of graduation. She mentioned that parking is limited and last year a car got hit. She also stated that the Graduating students and families should not have to listen to garbage trucks during the ceremony.

Ms. Snell also mentioned that County Waste doesn't do any type of recycling education to inform the residents on what is recyclable and she isn't sure that recycling is getting processed properly.

Mrs. Parchinski-

Mrs. Parchinski questioned council on the results of the meeting with Penn Dot and what the next steps would be to correct the water issues on her property.

Mr. Dougherty responded that it was determined that a catch basin on Vasser Ave would divert the water away from her property. He also stated that the One Call (811) was made and they are waiting on the utility companies to mark out the utilities before the CGB DPW can start working.

Gerald Hetman- Lackawanna County's Commissioner's Office

Mr. Hetman discussed a few topics including the Penn State Extension Watershed program, Farmers Market Vouchers, Serve Safe Program, Disability Action Workshop, Art in the Park, Family Fun Nights, 3 on 3 Basketball Tournament, Trolley Excursions and Scrantastic Spectacular Event.

Mr. Hetman discussed the Penn State Extension will be hosting a watershed and rain barrels program July 11, 2019 at 6:00PM. This event is free to attend; however, the agenda will be based on response.

Mr. Hetman discussed that the Farmers Market Vouchers Program for the Elderly Community is underway and that there will be some pop-up events to hand out these vouchers.

Mr. Hetman discussed there will be a Serve Safe Food Safety Program coming up. This is required for members of the community who work with food. The program will be two (2) sessions.

Mr. Hetman also discussed that there will be four (4) more dates for Art in the Park, three (3) more Family Fun Nights, a 3 on 3 Basketball Tournament, Trolley Excursions with Frozen characters and Mickey Mouse, and the Scrantastic Spectacular.

Public Works Committee

Engineers Report

Mr. Dougherty reported that he has received the Engineer's report on the water issues throughout the borough. The report highlighted properties on Highland, Birchwood, Old Orchard Road, Fairview and Vasser Ave. He highlighted the report and discussed that most of these issues are on private property. He also noted some of these are borough issues including the catch basin on Vasser Ave that would help with the Parchinski's property.

Mr. Hughes addressed Mr. and Ms. Parchinski and suggested that they install a small lip at the end of their drive way. Their concern with installing a lip is that the traffic is heavy on Fairview Road and would cause more of a concern to slow down even further to get over the lip. The Parchinski's asked that if anyone comes on to their property to please let them know so they can meet them.

Mr. Rinaldi discussed that there is a basin on Bucknell Street that needs repaired.

Mr. Dougherty discussed the meeting held on June 18, 2019 with Alan Jones (Penn Dot) and Lanel Shelkoski (Penn Dot), President Barrasse, Bob Nagle and himself on several water issues throughout the borough. Mr. Dougherty discussed each of these areas individually and how the issues could be resolved. Some of these issues would be borough responsibility and some would be done by Penn Dot. A draft report was received from the Engineer for review.

Mr. Dougherty discussed waiving the permit fees for the paving by the Water Company on Crest, Gorden and Short Hill. He stated that is was done in the past. Mr. Barrasse discussed that if the Borough waives the permit fees, then they would pave the road curb to curb. Mr. Dougherty discussed that they only have to pave what they ripped up. Ms. Igoe stated that no matter what they would have to pave curb to curb. Mr. Parker stated that some things mentioned were correct and other not, but the fact is it is determined by many factors. He stated that this is why there needs to be a borough ordinance with all the requirements. Mr. Toms clarified that the borough should have in writing what is expected of utility companies when working on roads in the borough. Mr. Rinaldi stated that there was an email by Dave Kohinski stating that the work would be curb to curb with or without paying for permits. He also asked who would be responsible to pay the permits. Mr. Parker said ultimately it is the responsibility of the Utility Companies to pay the permit fees, but sometimes the Contractor will take on that responsibility.

Mr. Dougherty reported that they are still waiting for the files from BCM. He stated the holdup was a \$367.50 unpaid bill from the March Chapter 94 Report.

Mr. Rinaldi wanted it cleared up that the borough was told that for \$800 which was approved, BCM would release the files and now they are saying they want more money. President Barrasse stated that there was an invoice dated March for \$367.50 for the Chapter 94 Annual Reporting, Professional Services. President Barrasse stated BCM started this report prior to Colwell Naegle taking over. Mr. Rinaldi stated that Colwell Naegle started March 1, 2019. Ms. Igoe wanted to know why we are paying for our own files. Mr. Toms asked who the files belong? Mr. Weinschenk stated that the files needed to be prepared and are being held up due to an outstanding unpaid invoice.

Mr. Dougherty made a motion to approve the additional payment of \$212.50 to obtain the files from BCM, seconded by Mr. Hughes, Motion passed.

Mr. Toms had some questions on who the files belonged to and how the files will be obtained. Mr. Barrasse discuss that council was aware of the transition cost when hiring a new engineer.

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
MR. WILLIAMS	X		
MS. IGOE		X	
MR. TOMS		X	
MR. HUGHES	X		
MR. DOUGHERTY	X		
MR. RINALDI		X	
PRESIDENT BARRASSE	X		

Mr. Dougherty proposed that he would like to sell the old truck with the cab that is behind the building. The truck is un-inspectable and is no longer used by the Borough.

Mr. Dougherty made a motion to advertise and sell the old truck to the highest bidder, seconded by Mr. Hughes, unanimously passed.

Personnel Committee

Mr. Williams reported that he followed up with the DPW foreman Dave Kohinski and obtained a schedule for the second (2nd) ½ of June and July. He reported that weather permitting Crest Ave would be completed. He reported that there were two (2) vacation days requested for July from two (2) DPW employees.

Mr. Toms asked if there were any guidelines as to how much notice an employee needed to give for using vacation time. Mr. Williams responded that there was no guideline, but this can be discussed and amended.

Treasurer's Report/Finance Report/Sewer Report

Mr. Hughes presented the account balances as of May 31, 2019 compared to May 2019 and April 2018. Sewer fund is \$63,000 lower due to the \$67,000 payment for the sewer authority and the General fund is \$24,000 Higher. These will be attached to the minutes.

Mr. Hughes highlighted the General Fund Checking account had the 2019 Fire Protection Contract Payment and the May Police Contract Payment included.

Mr. Hughes reported that the overall Budget vs Actual comparing to May 2018. He stated sewer collection fees were higher in 2019.

Mr. Rinaldi asked why the former zoning officer was being paid a paycheck. Mr. Hughes discussed that the check on the bills was for the final paycheck up to May 30, 2019 and the remaining three (months' severance) was also issued as one payment.

Mr. Hughes made a motion to approve the Financial Statement and the ratification of bills, seconded by Mr. Dougherty, unanimously passed.

Mr. Hughes made a motion to approve the yearly \$500 donation to the Abington Senior Center and \$1,000 donation (1st ½ of the 2019 budgeted amount) to the Abington Community Library, seconded by Mr. Dougherty, unanimously passed.

Mr. Hughes reported he was completing a sewer analysis of the current accounts and had collected \$4,167 on the Sewer Delinquencies. It was discussed if it would be beneficial to put a lien on a property for residents over six (6) months overdue. Mr. Weinschenk stated it would cost about \$250 to file. The benefit to this would be that creditors would see it on a credit report. Mr. Hughes highlighted one account that is past due and stated he would be contacting the residents after July 4, 2019. Ms. Igoe suggested publishing the names of residents who have delinquent sewer bills in the paper.

Mr. Hughes recommended purchasing two (2) Certificates of Deposits from local banks, not to exceed a 15-month term with no less than 1.5 % interest rate for the Sewer Account.

Mr. Hughes made a motion to approve the purchase of a \$50,000 Certificate of Deposit (CD) for the Sewer Account, under the stipulations it is from a local bank, a term of no more than 15 months and has an interest rate of no less than 1.5%, seconded by Mr. Dougherty, unanimously passed.

President Barrasse thanked the Finance Committee on great audit and a job well done by the committee members.

Solicitor's Report

Mr. Weinschenk reported that the Borough received a right to know request from Pennsylvania Open the Books out of Florida. This response was received May 22, 2019 and a thirty (30) day extension was issued until June 27, 2019, due to office staff being out on leave. The right to know request is requesting employee records for 2018 including name, employer zip code, date of hire, salary, bonus and overtime. They requested a waiver of any fees due to being a non-profit and requested the information in electronic form. An update from the office staff was not available.

Mr. Weinschenk reported that the release for the 304 South Abington Road shed project was not prepared due to the owner not submitting a new application for a permit. The property owner is awaiting a meeting with Penn Dot to make sure of the property lines and pad is placed correctly.

Mr. Weinschenk discussed the crosswalk need to get painted and is not on schedule yet.

Mr. Rinaldi stated the Tar & Chipping is holding up the painting.

Mr. Rinaldi also discussed an email to Mr. Parker on the 304 South Abington Road Project explaining that the Property owner, Ms. Cremer spoke to neighbors and they have no issue with the project and she would be willing to go the variance route. It was discussed this is not the best option. Mr. Weinschenk stated if the Borough is going to enforce their ordinances they need to do so. Also, it will cost legal fees to the borough to represent them at a variance hearing.

Buildings & Grounds Committee

Mr. Toms addressed council about having the building painted. He presented a bid from Wallpapering and Interior Painting by Paul Rozaieski to have the building painted including grinding of the block surface, power wash, clear sealer applied and finish with 2 coats of latex texcrete paint applied, apply 2 coats of paint to windows, and doors. The quote totaled \$6,300.

Mr. Toms made a motion to accept the bid from Wallpapering and Interior Painting by Paul Rozaieski in the amount of \$6,300 for the painting of the building as per the bid specifications, seconded by Mr. Rinaldi. Mr. Dougherty questioned if it was required to have advertised or should seek other bids. Mr. Weinschenk clarified the requirements for bidding and this project was below the legal amount requiring additional bids. Motion Passed

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
MR. WILLIAMS	X		
MS. IGOE	X		
MR. TOMS	X		
MR. HUGHES		X	
MR. DOUGHERTY		X	
MR. RINALDI	X		
PRESIDENT BARRASSE		X	

Mr. Toms asked to clarify that a statement that was brought up at the last meeting stating he told employees that they could take tools was not true. Mr. Hughes stated he stands by his investigation and finding. Mr. Toms wanted it on record that the statement was untrue, he did not tell anyone that they can take tools. He stated he felt as if he is of no value on council.

Mr. Rinaldi discussed an invoice for the codification of ordinances from American Legal in the amount of \$363.

Mr. Williams & Mr. Hughes left the meeting at 9:14PM.

Health and Safety Committee

Mr. Toms left from 9:16 to 9:18 PM

Mr. Rinaldi reported that the Emergency Operation Plan was discussed by Mr. Waters during Public Comment.

Mr. Rinaldi reported that Northeast Signal and Electric completed their work on the traffic signal and an invoice was submitted in the amount of \$30,000. The invoice was exactly what the bid was. The payment must be paid by the Borough then paperwork submitted for the Green Light Go Grant money. Approximately \$39,000 was approved. The only thing they are waiting on for the grant are the cameras, but they will be in next week. After payment is made the borough can take ownership of the lights.

Mr. Rinaldi made a motion to authorize the \$30,000 payment to North East Signal, contingent upon Penn Dot approving the plans, seconded by Mr. Dougherty. Motion passed.

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
MR. WILLIAMS			Left meeting at 9:14 PM
MS. IGOE	X		
MR. TOMS	X		
MR. HUGHES			Left meeting at 9:14 PM
MR. DOUGHERTY	X		
MR. RINALDI	X		
PRESIDENT BARRASSE	X		

Refuse & Recycling Committee

Ms. Igoe reported that there are left over leaf bags and at this time they are trying to determine what to do with the leaves as the Recycling Center will no longer accept them. There was a meeting scheduled and no information was relayed yet.

Mr. Dougherty discussed he did some research on the \$500 Arts and Culture Recycling Grant to assist in informing the community about recycling and he stated that the only option for the grant is to run a kid's contest to develop a pamphlet with the information. Mr. Dougherty said he would apply for the grant if Ms. Igoe would like to do that.

It was questioned, where is the recycling going? Why use County Waste? And why are residents not using County Waste? It was discussed that no one knows if the recyclables are getting properly handled. It was also discussed that County Waste still has the lowest fees. It was suggested that Ms. Igoe cross the Borough Sewer payment list with the County Waste list to try to pin point residents not paying the required County Waste Fees.

Mr. Hughes returned at 9:28PM

ARWA Report

Mr. Rinaldi reported that the work on the leak in the Biosolids building was completed however, there is still leak. ARWA is still working with Gannet Fleming to rectify the issue at their cost.

Mr. Rinaldi reported that ARWA sustained some roof damage to the metal roof. A claim was filed but metal roofing is not covered for hail damage. The damage isn't noticeable at this time.

He also reported that the Authority is working on upgrading the piping on Bioreactor #2 due to some manufacturing defects causing pitting in the piping. The cost is being covered by Enviromix and the Authority will pay the difference to upgrade the piping from 304 stainless steel to 316 stainless steel.

Mr. Rinaldi also reported that the authority still hasn't found a Lab Technician and they are continuing their search.

Old Business

Mr. Dougherty asked if the Parchinski's received a copy of the report they requested. They have not received a copy yet as the copy the borough only has a draft copy and when the final copy come in they will receive a copy of the full report.

New Business

Mr. Rinaldi discussed he had listened to the recording from the May 24, 2019 Special meeting where was stunned. He played parts of the recording where Ms. Igoe asked why the meeting was being held? President Barrasse stated that since the Mayor was having the Wreath Laying at 3:30 PM, most of council would already be at the borough building and the meeting couldn't wait for the Regular June meeting, since there were complaints being made that there was no Zoning Officer. The recording went on with Mr. Weinschenk stating that a post of an illegal meeting was mentioned as well on Facebook.

Mr. Rinaldi handed out the Facebook postings to the members of council.

Mr. Weinschenk and Mr. Hughes left the meeting at 9:29 PM

Discussion took place on the postings. Mr. Rinaldi asked President Barrasse, where the postings they saw came from. President Barrasse stated he is the only Republican on council.

President Barrasse made a motion at 9:36PM to adjourn, seconded by Mr. Dougherty, motion did not pass.

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
MR. WILLIAMS			
MS. IGOE		X	
MR. TOMS		X	
MR. HUGHES			Mr. Hughes left the meeting at 9:29PM
MR. DOUGHERTY	X		
MR. RINALDI		X	
PRESIDENT BARRASSE	X		

President Barrasse left meeting at 9:42 and returned at 9:44 PM.

Mr. Rinaldi asked President Barrasse where the information came from. President Barrasse didn't respond.

Mr. Rinaldi stated for the record that he, at no time posted on Facebook that, "there was an illegal meeting being held".

Adjournment

Mr. Dougherty made a motion to adjourn, seconded by President Barrasse, motion passed at 9:46 PM.

Respectfully submitted,

CLARKS GREEN BOROUGH

COUNCIL MEETING

Agenda

June 26, 2019

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE- President Joe Barrasse
2. ROLL CALL - Amy Waters
3. MOTION TO ACCEPT MINUTES;
May 15 and May 24
4. MAYOR'S AND POLICE REPORT, FIRE & AMBULANCE
Mayor Lawler, will be absent.
Clarks Summit Police Chief Yarns
Clarks Summit Fire Co. President Mike Lukus, Chief Jay Miller, EMS Corey Colarossi
5. PUBLIC COMMENT
Visitors should approach the podium and state their name and address. Comments limited to 5 min
Annual Audit Review: Murphy, Dougherty & Company
6. PUBLIC WORKS COMMITTEE – Mr. Dougherty
Progress on Fairview Road/Vassar/Clark St. Storm Water Inlets;
Waiver of Permit Fee's for PAW On Short Hill, Gordon & Crest \$9,000
7. PERSONNEL COMMITTEE– Mr. Williams
Revised Activity Timeline
8. TREASURER'S REPORT AND BILL APPROVAL – Mr. Hughes
Proposed CD \$50,000, Contributions-Library \$1,000, Senior Center \$500
9. SOLICITOR'S REPORT – Mr. Weinschenk
10. FINANCE COMMITTEE – Mr. Hughes
Payments, & Sewer Account Delinquencies
11. BUILDINGS & GROUNDS COMMITTEE – Mr. Toms
12. REFUSE & RECYCLING COMMITTEE– Ms. Igoe
13. HEALTH & SAFETY COMMITTEE-- Mr. Rinaldi
Traffic Light Update
Green Light Go Completion Extension
14. ABINGTON REGIONAL WASTEWATER AUTHORITY REPORT – Mr. Rinaldi
15. OLD BUSINESS
SAPA Follow-up Meeting
16. NEW BUSINESS
17. 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.