

CLARKS GREEN BOROUGH

May 15, 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 May 15, 2019 at 7:05 p.m.

Present:	Mr. Williams	Solicitor Weinschank
	Mr. Hughes	Mr. Toms
	Ms. Igoe	Mr. Dougherty
	Mr. Barrasse	Mr. Rinaldi
	Ms. Lawler	

Absent: NONE

Visitors: Jimmy Curran, Gerald Hetman & Chief Yarns

Mr. Hughes made a motion to accept the minutes of the April 17, 2019 meeting, seconded by Mr. Williams, unanimously passed.

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

Mayor Lawler started off with how it is an honor to recognize and remember the residents of the community. Ms. Lawler took a moment to remember Mr. Roe, a former resident, who also served on the Planning Commission.

Mayor Lawler received an invitation from Clarks Summit University to attend their Anniversary Celebration, she accepted and will attend on Sunday May 26, 2019. All of council was invited to attend.

Also, Mayor Lawler reported that there will be mailings for the 2020 Census, and the Census committee will be looking for members of the community to assist going door to door as well as other positions. These positions are paid positions and are great for retirees and college students on summer vacation. Mayor Lawler asked for the 2020 Census to be added to a future Work Session Agenda.

Mayor Lawler reported that events for Memorial Day week are set and the Memorial Day Parade will take Place on Monday, May 27, 2019 at 11:00 AM. Arrangements were made for Clarks Green Borough Council to walk with Councilman Dominick who is the parade chairman and members of Clarks Summit Council. After the parade Memorial Services will be held at the Clarks Summit VFW. Clarks Greens Memorial Day Service will take place on Friday May 24, 2019 at 3:30 PM and Ms. Lawler has a wreath for each event.

Ms. Lawler commended Police Chief Yarns for going after the grant for the speed signs.

Police Chief Yarns reported that the grant was given to Clarks Summit Borough for two (2) speed signs. He discussed they are wireless flashing signs to assist in catching speeder and would be moved accordingly. He plans on using one in Clarks Green Borough and the other in Clarks Summit.

Chief Yarns reported there were three (3) Accidents in April. He also discussed other calls in the township (including a resident missing the bus, a skunk call, a missing dementia patient and an issue with a trailer parked in a private parking lot).

Public Comment

Gerald Hetman- Lackawanna County's Commissioner's Office

Mr. Hetman discussed a few topics including Life Guards, the Flood Risk Coalition, Armed Services Parade, The County Heritage Fair, 4-H activities and Job Fair.

Mr. Hetman reported the County needs Life Guards for the Summer (Certification Required). Interested Parties can call 570-963-6764.

Mr. Hetman reported the Flood Risk Coalition and information could be found on the County Website.

He also reported the Armed Forces Parade will be held on May 18, 2019 at 9:00 AM starting at Gino Merli and go up Mulberry Street and down North Washington Ave.

Mr. Hetman also discussed the first annual County Heritage Fair will take place May 29, 2019 through June 2, 2019 on Montage Mountain. Cost will be \$10 and will include everything at the fair as well as the water park.

He also reported that the 4H will host different activities throughout the summer/camps, etc.

Mr. Hetman also discussed a Job Fair that will take place at PNC Field on May 16, 2019 from 12:00PM to 4:00PM, with 67 employers attending.

He also reported that the Parks and Recreation will host a Senior Funday and registration is now open.

Solicitor's Report

Mr. Weinschank reported that no response was received from County Waste. They are still looking for a list of County Waste customers from Clarks Green. Mr. Weinschenk will send a new letter.

Public Works Committee

Mr. Dougherty reported that he has been in touch with the borough engineers about some storm water hot spots problems. Mike Fenick from CNA went out and observed these properties both during rain events and non-rain events. He is putting together a report for the Borough, with recommendations and legal requirements in taking care of these issues.

Mr. Barrasse reported he took care of the issue presented in a video sent by Lisa Harris at 115 Fairview Road. Mr. Barrasse asked Mr. Kohanski to look into it.

Mr. Dougherty reported he received an e-mail about the Green Light Go Grant and a form needs to be filled out.

Mr. Dougherty made a motion to approve the payment of \$4,425 to Pennsy Supply for completion of the Maple Street Project, seconded by Mr. Hughes unanimously passed.

Mr. Dougherty made a motion to approve the lowest bid for the 2019 Paving Project in the Amount of \$92,723.25 submitted by Pennsy Supply INC, Paving portions of Yale Blvd and Greenbrier Drive, seconded by Mr. Hughes, unanimously passed.

Mr. Rinaldi asked when the crosswalks would be painted. Mr. Dougherty reported the DPW is awaiting ideal weather conditions.

Mr. Dougherty discussed a temporary easement from Mr. Brink for a project that will take place. The easement will be reviewed by the engineers.

Mr. Barrasse discussed a letter that was sent to BCM. The letter was to request reports from BCM for Colwell Naegele and the reports should arrive this week to Colewell Naegele. There will be a fee of approximately \$800.

Mr. Dougherty made a motion to authorize payment to BCM for the reports for Colewell Naegele up to \$800, Seconded by Mr. Hughes.

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

Mr. Dougherty asked about the letter to the county for the trucks. Mr. Barrasse stated he is still trying to contact Sandra Opshinski to make sure the information is correct. Mr. Rinaldi questioned what would be purchased. Mr. Barrasse stated that the borough is seeking two (2) trucks with an estimated cost of greater than \$160,000. The cost of the trucks will be reduced with the help of the \$35,000 LSA grant from the county and the sale of the older DPW trucks.

Personnel Committee

Mr. Williams reported the Harassment Free Environment Policy. There were no adjustments.

Mr. Williams made a motion to accept the revised Harassment Free Environment Policy, seconded by Mr. Dougherty, motion passed.

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

Mr. Williams discussed new business hours while Joanne is unavailable. He stated that Monday-Thursday Reenee will cover for Joanne from 10:00 AM-3:00PM. Mr. Hughes will cover Fridays from 10:00AM-12:00PM, Mr. Bararsse will cover May 24, 2019 from 10:00AM-12:00PM. Mr. Williams asked for signs to be placed on the doors to alert the public of the temporary changes.

Meeting went into executive session

Meeting resumed

Mr. Williams made a motion to seize the services of Zoning Officer, Darleen Sholcosky effective May 30, 2019, seconded by Mr. Hughes.

On the question, who is going to do the job in the absence of the zoning officer, Mr. Rinaldi answered no one.

Motion Passed

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

Mr. Hughes made a motion to give former Zoning Officer, Darleen Sholcosky a 90-day severance, seconded by Mr. Dougherty, unanimously passed.

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

Treasurer's Report/Finance Report/Sewer Report

Mr. Hughes presented the account balances as of April 30, 2019 compared to April 2018 and March 2019. Capital funds is \$40,000 higher, General fund is \$61,000 Higher the sewer fund is \$99,000 higher and the State Funds is \$51,000 higher. These will be attached to the minutes.

Mr. Hughes reported that there are two (2) Certificates of Deposits that will be coming up in December of 2019 and March 2020.

There were two (2) checks that came out of the General Fund including the Police Contract.

Mr. Hughes reported on the budget vs actual figures. He reported a comparison to April 2018. He stated the Transfer Tax was \$5,000 higher, the Real Estate Tax was \$8,000 higher (which he stated due to timing), the wage and earned income tax was \$4,000 higher, the local services tax was \$5,000 higher, the sewer use charges were \$13,000 higher and the total income was \$33,000 higher. Under expenses, he reported that the expenses fluctuated. He reported that road work was \$23,000 lower and road salt was \$7,000 lower. Total Expenses was \$50,000 lower.

Mr. Hughes reported that there was an unauthorized bill on the bills. There was a dinner expense for the Lackawanna County Association of Boroughs in the amount of \$30.00. Ms. Lawler stated that payment was not requested for reimbursement. Mr. Hughes stated these expenses need to be approved prior to payment. Ms. Lawler apologized for not presenting the bill to the council ahead of time.

Mr. Barrasse made a motion approve payment of an upcoming dinner Mayor Lawler will be attending on May 16, 2019, seconded by Mr. Hughes, unanimously passed.

Mr. Rinaldi made a motion to approve the \$30 payment for the dinner at the Lackawanna County Association of Boroughs, seconded by Mr. Barrassé, unanimously passed.

Mr. Hughes made a motion to accept Financial Statements as presented and ratify bills, seconded by Mr. Dougherty, unanimously passed.

Mr. Hughes reported that liquid fuels audit was completed without any exceptions.

Mr. Hughes also reported on the Sewer Delinquencies. He presented a report marked with payments received, including \$2,772. Out of twelve (12) letters sent out, nine (9) sent certified and three (3) snail mail, two (2) of the twelve (12) responded. The due date for the mailing was June 1, 2019 and a second mailing will go out on or about June 1, 2019.

Buildings & Grounds Committee

Mr. Rinaldi made a motion to authorize payment for the 20 flags, brackets and poles in the amount of \$1,090, seconded by Mr. Williams, unanimously passed.

Refuse & Recycling Committee

Ms. Igoe stated she has no report on the paperwork requested from County Waste. She stated she told the report will be provided through e-mail.

Ms. Igoe will be looking into dates to host a recycling day in conjunction with an electronics recycling day.

Health and Safety Committee

Mr. Rinaldi reported that the contractors were given the go ahead on the upgrades to the traffic signal.

Mr. Rinaldi reported that the Emergency Operation Plan is being worked on by James Waters. Mr. Waters reported through email that he has approximately 8 hours into the plan. Mr. Rinaldi will be requesting Mr. Waters to attend a meeting and also give a time line of when the plan will be completed.

ARWA Report

Mr. Rinaldi reported that ARWA is working on a leak in the Biosolids Building, and Gannet Fleming will be picking up the bill.

Mr. Rinaldi reported that ARWA had their annual inspection done by Gannet Flemings engineer, Nick Sahd, and the ARWA board is awaiting the report.

He also reported that as on Anthony Lunogo was promoted to the position of Operations and Maintenance Supervisor as of May 1, 2019. The Authority is still seeking a lab technician to do testing on site.

Mr. Barrassé asked about the flow monitors and the results of the monitors. Mr. Rinaldi discussed that ARWA engineers will analyze the data and the data will show where the infiltration is coming from to help determine how to reduce this infiltration.

Old Business

No Report

New Business

Mr. Hughes reported that Senator Blake held a Storm Water Conference on May 10, 2019. There were a couple representatives from DEP who spoke at the meeting as well as several others. The meeting discussed the importance for having a regional authority. There was an article published in the newspaper summarizing the conference. The borough needs to consider this as an option.

Mr. Rinaldi asked Mr. Williams to discuss the ACOG meeting that took place several years ago. He discussed that a rain tax was discussed. He explained that this is being done in other counties and municipalities.

Mr. Hughes reported there is a form that would need to be filled out and he will take on this task with the help of Dave Kohinsky.

Adjournment

Mr. Dougherty made a motion to adjourn was made by seconded by Mr. Rinaldi, motion unanimously passed at 9:04 PM.

Respectfully submitted,

CLARKS GREEN BOROUGH

COUNCIL MEETING

Agenda

May 15, 2019

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE-** President Barrasse
2. **ROLL CALL-** Secretary Culbertson
3. **MOTION TO ACCEPT MINUTES**
April 17, 2019 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
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. Dougherty
Maple Street paving, New Paving bids.
8. **PERSONNEL COMMITTEE–** Mr. Williams
Harassment Free Policy, Personnel matter- executive session.
9. **TREASURER'S REPORT AND BILL APPROVAL –** Mr. Hughes
Q4 2018 Sewer Delinquency, Q1 2019 Sewer Delinquency
10. **FINANCE COMMITTEE –** Mr. Hughes
11. **BUILDINGS & GROUNDS COMMITTEE –** Mr. Toms
12. **REFUSE & RECYCLING COMMITTEE–** Ms. Igoe
13. **HEALTH & SAFETY COMMITTEE--** Mr. Rinaldi
Progress on Street Light/ Green Light Go
14. **ARWA REPORT –** Mr. Rinaldi
15. **OLD BUSINESS**
16. **NEW BUSINESS-** Senator Blake's Stormwater Program May 10th – Mr. Hughes
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.