

**CLARKS GREEN BOROUGH  
COUNCIL MINUTES  
NOVEMBER 14, 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:** President Barrasse conducted roll call. The following were present: Mr. Rinaldi, Mr. Toms, Mr. Dougherty, Mr. Williams, Mr. Barrasse, Mayor Lawler and Solicitor Weinschenk. Mr. Hughes joined the meeting at 7:06 P.M.

**ABSENT:** Ms. Igoe.

**APPROVAL OF MINUTES:** President Barrasse entertained the motion to accept the minutes of the October 16<sup>th</sup> Council meeting. Mr. Dougherty motioned, seconded by Mr. Rinaldi. Mr. Williams, Mr. Toms, Mr. Dougherty, Mr. Rinaldi and Mr. Barrasse voted in favor. President Barrasse entertained the motion to accept the minutes of the November 6<sup>th</sup> Special meeting. Mr. Toms motioned, seconded by Mr. Dougherty. Mr. Williams, Mr. Toms, Mr. Dougherty, Mr. Rinaldi and Mr. Barrasse voted in favor.

**VISITORS:** Ben Freda, Abington Journal, Dr. Terry Cochran, 103 Squirrel Run.

**PUBLIC COMMENT:** Dr. Terry Cochran, 103 Squirrel Run, addressed Council stating he was looking forward in joining the Council.

**MAYOR'S REPORT:** Mayor Lawler updated Council on Community Appreciation Day, October 31<sup>st</sup> stating the students of Clarks Summit University helped our residents rake leaves and get ready for the winter season noting it was a big success. Mayor Lawler told Council the Shade Tree Commission had planted the trees which were ordered by our residents noting they had received many compliments stating how thankful they for living in the beautiful Borough of Clarks Green. Mayor Lawler reported the regional meeting of SAPA is scheduled for November 26<sup>th</sup> waiting on the time and place. Mayor Lawler welcomed Officer Gibbons. Officers Gibbons briefly reviewed the monthly report and noted they are still aggressively pursuing the traffic enforcement for the past three (3) weeks.

**SOLICITOR'S REPORT:** Solicitor Weinschenk told Council he had nothing specific to report this month but if anyone has any questions he would be happy to address them.

**PUBLIC WORKS:** Mr. Dougherty reported he has been in contact with Borough Engineers instructing them to do a storm drain report as a result of the recent storm drain problems that have been submitted to the Borough. Mr. Dougherty informed Council of the recent complaints concerning the breakage of laterals caused by the Water Company's contractor, TSE, as well as the condition of the roads in the areas of Short Hill, Gordon and Crest Drive. Mr. Dougherty asked if there is any recourse the Borough can take in getting these roads fixed. Solicitor Weinschenk suggested they submit correspondence to Scott Reiner, Supervisor from PA American Water about the condition of the streets and the situation with the laterals. Mr. Dougherty told Council next Monday is the deadline on Municibid for the 1981 International Dump truck. Mr. Rinaldi said the catch basin on the corner of Grove and Spring Streets needs to be cleaned because it is completely blocked, allowing water to run across the street noting the system needs to be cleaned and videoed to determine the extent of the repairs. Mr. Rinaldi stated the Borough Engineers will be getting a quote from Wince Construction for the necessary work. Mr. Rinaldi told Council a special meeting will be needed before December

Council meeting to pass a resolution to accompany the Small Sewer and Water Grant which will allow reimbursements for upgrades to the stormwater management systems within the state right of ways. All of Council agreed to have the special meeting before the scheduled work session, December 4<sup>th</sup> at 6:30 P.M. Mr. Barrasse stated the acceptance of the bid from Municibid for the 1981 International dump truck may also be considered.

**GEORGE PARKER, ZONING OFFICER REPORT:** Mr. Parker addressed Council by asking if there are any questions concerning his zoning report that was distributed by email. Mr. Rinaldi asked about the situation that developed at Brighton Drive, tying into the storm water system since another lateral was connected whether a permit was required under the Borough's ordinances since the property owner had never received a response to his telephone call. Mr. Parker stated he did not know the answer to that question and did contact the Borough's Engineers. Solicitor Weinschenk stated he did not think a permit was required but an inspection would be required. Mr. Parker briefly updated Council on the open issues he has been working on and told Council he has been attending classes on Zoning.

**PERSONNEL:** Mr. Williams told Council Paula Thompson has started this week as the Assistant Secretary Treasurer and reported she had shadowed Joanne this Monday and has finished training with Ms. Gallagher on payroll, bill paying and the other job responsibilities. Mr. Williams reported to Council she will be in all week subbing for Joanne. Mr. Williams told Council Thursday, December 12<sup>th</sup> at 12:30 P.M. was a better date for the Holiday party and noted reminders will be sent out. Mr. Williams reported that Jeff Radle turned in a receipt for the reimbursement of \$199.95 for the purchase of work boots noting the Borough has \$1,000 budget for Uniforms/ Protection Equipment. Mr. Williams told Council prior to the December's work session a draft of the Comp Time policy will be sent out. Mr. Hughes stated Council is aware that Paula Thompson had worked for four (4) hours before being appointed as Assistant Secretary/Treasurer noting that was without pay. Mr. Hughes told Council that some Council members contributed and presented to Mrs. Thompson two (2) \$25 Gerrity's gift cards noting she was very appreciative.

**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:

General Fund Checking	\$	340,799.57
General Fund Money Market		35,281.68
Capital Fund Money Market		108,273.86
Sewer Fund Checking		345,043.57
Sewer Fund Money Market		34,995.75
Sewer – FNCB CD #200278057		50,620.91
Sewer – FNCB CD #200469681		50,000.00
Sewer – Wayne Bank CD		51,091.73
State Funds Checking		<u>112,701.12</u>
Total Checking/Savings	\$	1,128,808.19

Mr. Hughes presented the Budget vs. Actual report comparing balances on the report to amounts from last year noting the real estate taxes are up about \$10,000. Mr. Hughes told Council the total income compared to a year ago is down \$17,580 all contributable to fact that we did not have \$30,000 in building fees. With no questions from Council Mr. Hughes motioned, seconded by Mr. Dougherty to accept the Treasurer's report and ratify the payment of the bills. Mr. Toms, Mr. Dougherty, Mr. Hughes, Mr. Williams, Mr. Rinaldi and Mr. Barrasse voted in favor. Mr. Hughes told Council the FNCB CD matures December 22, 2019. Mr. Hughes motioned to renew FNCB's CD term not to exceed fifteen (15) months, seconded by Mr. Rinaldi. Mr. Rinaldi, Mr. Dougherty, Mr. Hughes, Mr.

Williams, Mr. Toms and Mr. Barrasse voted in favor. Mr. Hughes told Council the Borough has received an invoice for the amount of \$673.78 from PA Department of Transportation for the inspection cost sheets for SR407 for a highway occupancy permit. Mr. Rinaldi stated the permit was for the catch basin repair since it was in the state's right-of-way. Mr. Rinaldi stated in the past Penn DOT has waived the inspection fees. Mr. Hughes told Council he had contacted Penn DOT and has not gotten any response. Mr. Hughes presented the proposed 2020 Budget and this does not provide for any increase in Real Estate millage, Wage tax, Local Service tax nor the Real Estate Transfer tax and the increase of any fees. Mr. Hughes told Council the Budget projects a \$17,580 surplus noting this is not an aggressive budget. Mr. Dougherty motioned to accept the tentative 2020 Budget, seconded by Mr. Hughes. Mr. Toms, Mr. Dougherty, Mr. Hughes, Mr. Williams, Mr. Rinaldi and Mr. Barrasse voted in favor. Mr. Hughes stated \$1,802 were collected in sewer delinquencies.

**BUILDINGS & GROUNDS:** Mr. Toms reviewed the various quotes for an aluminum awning he had received plus had some samples. Mr. Barrasse stated he was a little confused over some of the quote calculations. Mr. Rinaldi and Mayor Lawler were not in favor of the aluminum awning replacement but would rather the canvas. Mayor Lawler stated she will contact Reeves Awnings in Jermyn to get a quote for a canvas awning. Mr. Toms reported that he did see the damage on the garage door noting a quarter inch gap but feels it is operable.

**REFUSE & RECYCLING:** No report.

**HEALTH & SAFETY:** Mr. Rinaldi updated Council on the vehicle turn arrows at the Grove Street intersection are still not painted and a right turn only sign is needed to pass PennDot's inspection. Mr. Rinaldi reminded Council he had given this task to the Borough Engineers to work with getting our arrows painted and installation of the right turn sign. Mr. Rinaldi told Council when the Borough Engineers finally were able to contact M. Mayo Striping, Falls PA to paint the left turn arrows they were told it is too late in the season to paint roads. As a result, the intersection will not be able to pass the inspection until next spring and receive reimbursement from the Green Light Go Grant. Mr. Rinaldi stated the right-turn-arrow sign on the corner of Peoples Bank for the intersection noting he had received an estimate of \$450 from Northeast Signal. Council felt the right-turn-arrow sign can be installed and Mr. Rinaldi stated he will contact the Borough's engineers to make that arrangement. Mr. Rinaldi told Council the Borough has been getting complaints on the traffic signal especially in the morning approximately 8 A.M. Mr. Rinaldi explained the backup is occurring while traveling south on SR 407 in the morning or when traffic is heavy. Engineer, Jerilyn Luben performed a study of the new timing and the Borough's current engineer performed a study of the old timing. According to both studies, the left turn arrow went from six (6) seconds to thirteen (13) noting since this is now part of the traffic plan. Mr. Rinaldi stated it now has to go through a process for the timing to be changed. Mr. Rinaldi told Council the final copy of the Emergency Operation Plan (EOP) will be available next week and he will distribute to the necessary parties noting a copy will be in the office.

**ARWA:** Mr. Rinaldi reported the ARWA'S pension fund has been moved to Mass Mutual administered by Tom Tulaney, Peoples Security. Mr. Rinaldi announced the Board had appointed a new consulting engineer, GHD Engineering from Bloomsburg and they will be paid quarterly with a \$10,000 retainer.

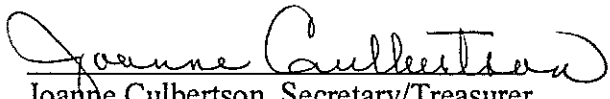
**OLD BUSINESS:** Mr. Rinaldi stated reflecting our discussion after the last work session regarding the Abington Senior Center and he drafted a motion which encompasses the position of Council for the record. Mr. Rinaldi motioned to set forth the position of Clarks Green Borough on Clarks Summit Borough's request to approve cancellation of CSB's lease agreement with the AAJRB for the site and expanding AAJRB's duty to allow it to administer the site. CGB will refrain from considering the approval of CSB and the AAJRB requests until the following are actions are completed and formalized:

1. Receive the final position of Lackawanna County Area Agency on Aging on what entity will administer the grant funding for the Senior Center;
2. Proper financials setting the costs incurred by CSB for the last five (5) years consisting of individual year Profit and Loss Statement for each year necessary for Council completing its due diligence in deciding if the requests are in the best interests of Clarks green Borough; and
3. The position of Council set forth in this legislation shall be transmitted to other four members of the joint municipalities.

Mr. Hughes seconded the motion. Mr. Rinaldi, Mr. Hughes, Mr. Williams, Mr. Toms, Mr. Dougherty and Mr. Barrasse. Mr. Hughes stated he has a problem with a seasonal organization running a twelve (12) month facility and supposedly run it with volunteer help. Mr. Dougherty questioned if the senior center would close down. Mr. Barrasse stated no based on the fact that Jason Kavulich stated it can run indefinitely. Mr. Rinaldi stated we have not heard anything from Lackawanna County at all. Mr. Barrasse stated since we did not build the Abington Senior Building we are not sure what our future liabilities will be which in turn will fall back on our residents in maintaining noting it can become costly.

**NEW BUSINESS:** Mr. Barrasse told Council Mayor Lawler had turned in a letter of resignation for chair of the Planning Commission with a date of Friday, November 29<sup>th</sup>. All of Council thanked her for her service. Mr. Rinaldi motioned to accept Mayor Lawler's resignation from the Borough's Planning Commission effective November 29, 2019, seconded by Mr. Dougherty. Mr. Williams, Mr. Rinaldi, Mr. Hughes, Mr. Toms, Mr. Dougherty and Mr. Barrasse voted in favor.

**MOTION FOR ADJOURNMENT:** Mr. Barrasse entertained the motion to adjourn the meeting. Mr. Hughes motioned, seconded by Mr. Dougherty to adjourn the meeting at 9:00 P.M. All in attendance voted in favor.

  
Joanne Culbertson, Secretary/Treasurer

**CLARKS GREEN BOROUGH**  
**COUNCIL MEETING**  
**Agenda**

**November 14, 2019**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE-** President Joe Barrasse
2. **ROLL CALL** – Secretary Joanne Culbertson
3. **MOTION TO ACCEPT MINUTES** –October 16 2019, November 6, 2019
4. **PUBLIC COMMENT**  
Visitors should approach the podium and state their name and address. Comments limited to 5 min
5. **Lackawanna County Report?**
6. **MAYOR’S AND POLICE REPORT, FIRE & AMBULANCE**  
Clarks Summit Police Chief Yarns  
Clarks Summit Fire Co. President Mike Lukus, Chief Jay Miller, EMS Corey Colarossi
7. **Solicitor’s Report-** Mr. Weinschenk
8. **PUBLIC WORKS COMMITTEE** – Mr. Dougherty  
Progress on DPW Projects.  
Zoning Report, Code Enforcement Report
9. **PERSONNEL COMMITTEE**– Mr. Williams
10. **TREASURER’S REPORT AND BILL APPROVAL** – Mr. Hughes  
2020 Budget Report & Approval
9. **FINANCE COMMITTEE** – Mr. Hughes  
Payments, & Sewer Account Delinquencies.
11. **BUILDINGS & GROUNDS COMMITTEE** – Mr. Toms  
Awning update, Garage door update
12. **REFUSE & RECYCLING COMMITTEE**– Ms. Igoe
13. **HEALTH & SAFETY COMMITTEE**-- Mr. Rinaldi
14. **ABINGTON REGIONAL WASTEWATER AUTHORITY REPORT** – Mr. Rinaldi
15. **OLD BUSINESS**
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.