

**CLARKS GREEN BOROUGH
COUNCIL MINUTES
FEBRUARY 19, 2020**

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: Assistant Secretary Thompson conducted roll call. The following were present: Mr. Rinaldi, Dr. Cochran, Mr. Hughes, Ms. Igoe, Mr. Williams, Mr. Barrasse, Mayor McGraw and Solicitor Weinschenk via phone.

ABSENT: Mr. Toms

VISITORS: Mary Moore, 113 Glenburn Road, Robert Kennedy, 315 Gordon Drive, CSPD Officer Gibbons, Kayleigh Cornell, Community Relations Coordinator, Lackawanna County, and Ben Freda, Abington Journal.

PUBLIC COMMENT: Robert Kennedy, 315 Gordon Drive, addressed Council on the Abington Senior Center and his views on the seniors of the community with his beliefs. Kayleigh Cornell, Community Relations Coordinator, Lackawanna County, briefly reviewed the events scheduled for the County.

MAYOR'S REPORT: Mayor McGraw addressed Council by thanking Council on opening up the senior center. Mayor McGraw introduced Officer Gibbons. Officer Gibbons reviewed the monthly report stating it was a quiet month with no major issues. Mayor McGraw left the meeting at 7:17 P.M.

SOLICITOR'S REPORT: Solicitor Weinschenk introduced Resolution No. 3 of 2020 approving a memorandum of understanding between the Lackawanna County Conservation District and the Borough. The purpose of the Memorandum of Understanding is to provide for cooperation between the Lackawanna County Conservation District and the Council of Clarks Green Borough, to jointly promote the conservation of natural resources within Clarks Green Borough on lands both public and private, for the purpose of preventing soil erosion and sedimentation of streams, promoting stormwater management, managing agricultural security areas and promoting the health, safety, and welfare of the residents of Clarks Green Borough.

RESOLUTION NO. 3 of 2020

**BOROUGH OF CLARKS GREEN
LACKAWANNA COUNTY, PENNSYLVANIA**

**A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING
BETWEEN THE LACKAWANNA COUNTY CONSERVATION DISTRICT
AND THE BOROUGH**

WHEREAS, the Lackawanna County Conservation District (“LCCD”) has requested municipalities within Lackawanna County to enter into a Memorandum of Understanding with LCCD regarding the responsibilities of the LCCD and the municipalities in implementing the requirements of the Pennsylvania Erosion and Sediment Pollution Control Program; and

WHEREAS, the Memorandum of Understanding will serve to evidence the linkage between the Borough and LCCD as required by the Municipal Separate Storm Sewer System (MS4) protocol; and

WHEREAS, it is in the best interest of the residents of the Borough that the Borough enter into the Memorandum of Understanding.

NOW, THEREFORE BE IT RESOLVED, that the Clarks Green Borough Council hereby approves the Borough entering into the Memorandum of Understanding with the Lackawanna County Conservation District, substantially in the form attached to the Resolution.

BE IT FURTHER RESOLVED, that the President of Borough Council and the Borough Secretary are hereby authorized to execute the Memorandum of Understanding with the LCCD substantially in the form attached to this Resolution.

THIS RESOLUTION is adopted by the Clarks Green Borough this 19th day of February, 2020.

ATTEST:

/s/ Joanne Culbertson
Joanne Culbertson, Secretary

BOROUGH OF CLARKS GREEN

/s/ Joseph Barrasse

Joseph Barrasse, President
Clarks Green Borough Council

Mr. Rinaldi motioned to adopt Resolution No. 3 of 2020, seconded by Dr. Cochran. Dr. Cochran, Ms. Igoe, Mr. Rinaldi, Mr. Hughes, Mr. Williams and Mr. Barrasse voted in favor. Solicitor Weinschenk talked briefly about FEMA and the new Lackawanna County flood maps and mandatory Flood Plain Ordinance. Solicitor Weinschenk informed Council of the effects of nonparticipation/suspension in the Natural Flood Insurance program if the compliant adopted ordinance is not submitted by the deadline of August 5th. Solicitor Weinschenk told Council he has been communicating with the Borough engineers and checking to see if an existing ordinance just needs to be modified or new ordinance needs to be adopted in order to comply. Solicitor Weinschenk stated he will also contact the Borough’s Emergency Management Coordinator, James Waters on this subject. Solicitor Weinschenk told Council a new zoning ordinance will need to be considered in connection with the SAPA plan and noted an amendment will need to be added to the current SAPA Agreement. Solicitor Weinschenk suggested to Council that forming a committee might be helpful so they can work with Mr. Parker and myself in reviewing and summarizing the one hundred six (106) page draft Zoning Ordinance providing Council with guidance as to the changes or what is different from the current Ordinance. Solicitor Weinschenk informed Council the Borough’s Planning Commission will be having the Re-Organization meeting tomorrow night and they will either recommend or not to approve the draft Zoning Ordinance to Council stating a subsequent meeting will be scheduled in about two (2) weeks and if it is a favorable recommendation the Zoning Ordinance would be introduced at the March Council meeting noting there is a June 30th deadline for the adoption of the Ordinance. Mr. Barrasse asked Council who would like to volunteer to be on the committee and then asked Mr. Rinaldi if he would like to be on the committee since he has been attending the meetings. Mr. Rinaldi said, “Yes”. Mr. Barrasse noted he would also be serving on the committee. All of Council agreed to the possibility of have a Planning Commission meeting on March 18th at 6 P.M. before the Council meeting if the Planning Commission is available. Solicitor Weinschenk

told Council the meeting will need to be advertised. Solicitor Weinschenk reported at the Planning Commission meeting tomorrow it will be considering a minor subdivision in respect to the Orzel and Braz property. Basically, the residential property on Glenburn Road will be giving up ten (10) feet to the gas station property on a lot line adjustment. Solicitor Weinschenk stated this possible recommendation should be on March meeting agenda. Mr. Rinaldi motioned to pay the final SAPA payment for the new Zoning Ordinance in the amount of \$1,251.36, seconded by Mr. Williams. Mr. Williams, Mr. Rinaldi, Ms. Igoe, Mr. Hughes, Dr. Cochran and Mr. Barrasse voted in favor.

PUBLIC WORKS: Mr. Rinaldi reported to Council the F550 body of the truck is in but waiting on Powell's to give us a cost breakdown of the individual attachments that will be added. Mr. Hughes stated he had contacted Jeff Kyle, DGK Insurance regarding the insurance on the future vehicles and their approximate arrivals. Mr. Hughes told Council if all agrees the payment for the F550 vehicle will be funded from the Capital account. Mr. Rinaldi reported on a sewer backup located on Greenbrier Drive noting the line had been cameraed and cleared out. Mr. Barrasse asked Mr. Rinaldi if he would help out with the Small Water and Sewer Grant that had been started with the Borough Engineer and Mr. Rinaldi stated yes. Mr. Rinaldi was going to ask the Borough engineers how they arrived at the decision of where they were going to start the rehab project.

GEORGE PARKER, ZONING OFFICER REPORT: Mr. Barrasse asked about the permits for 215 Fairview Road regarding an apartment. Mr. Rinaldi had several questions regarding the property's sewer hookups.

ARWA: Mr. Rinaldi informed Council the Authority is still transitioning the retirement account. Mr. Rinaldi told Council they welcomed a new board member from Clarks Summit, Frank Benson.

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	\$	211,491.55
General Fund Money Market		35,383.46
Capital Fund Money Market		128,420.24
Sewer Fund Checking		348,084.02
Sewer Fund Money Market		35,097.52
Sewer – FNCB CD #200278057		51,380.36
Sewer – FNCB CD #200469681		50,000.00
Sewer – Wayne Bank CD		51,091.73
State Funds Checking		<u>112,730.12</u>
Total Checking/Savings	\$	1,023,679.00

Mr. Hughes presented the Budget vs. Actual report comparing balances on the report to amounts from last year. Mr. Hughes motioned to renew the Wayne Bank CD (#603) at 2.02% interest and not more than a fifteen (15) month maturity, seconded by Dr. Cochran. Dr. Cochran, Mr. Hughes, Mr. Williams, Ms. Igoe, Mr. Rinaldi and Mr. Barrasse voted in favor. Mr. Hughes presented the Budget vs. Actual report comparing balances on the report to amounts from last year. Mr. Hughes stated the Real Estate taxes are up \$4,000 from a year ago and the Sewer collections are down \$17,000. Mr. Hughes report Net Income is \$26,000 lower than a year ago but we are still in a healthy position. With no questions from Council Mr. Hughes motioned, seconded by Mr. Williams to accept the Treasurer's report and ratify the payment of the bills. Mr. Rinaldi, Dr. Cochran, Mr. Hughes, Mr. Williams, Ms. Igoe, and Mr. Barrasse voted in favor. Mr. Hughes told Council \$1,585 were collected in sewer delinquencies and the second letters will be going out in March with a due date of March 31st. Mr. Hughes stated liens will be placed on the following accounts due to uncollectable sewer delinquencies 0044 and 0283.

BUILDING & GROUNDS: No report.


REFUSE & RECYCLING: Ms. Igoe reported she had nothing to report at this time.

HEALTH & SAFETY: Dr. Cochran reported that he had a meeting with CSPD Chief Yarns and James Water regarding the NIMS certification which can be taken online. Dr. Cochran talked about the serious of a lockdown situation and a meeting should be established with the OLP principle, Chief Yarns and anyone interested from Council. Dr. Cochran asked about the painting of the necessary arrows for the traffic signal. Mr. Rinaldi stated the Borough engineers are aware of it. Solicitor Weinschenk suggested another item that needs to be addressed are the crosswalks in the Borough.

PERSONNEL: Mr. Williams reported Paula Thompson and Joanne Culbertson are working out a schedule for office coverage while Ms. Culbertson is recovering from surgery. Mr. Williams told Council he will be reviewing the employee manual and possibly will suggest changes to policies with the approval from Council. Mr. Rinaldi stated he will be modifying the time off sheets and adding his name for approving the DPW time off request noting there are times that we do not know the DPW crew is not working. Mr. Williams agreed with the modification of the time off request form.

OLD BUSINESS: President Barrasse entertained a motion to appoint Mayor Ken McGraw to the Clarks Green Planning Commission noting the position has been open since the resignation of the former Mayor Lawler. Mr. Hughes motioned, seconded by Mr. Williams. Mr. Rinaldi, Mr. Hughes, Ms. Igoe, Mr. Williams, Dr. Cochran and Mr. Barrasse voted in favor.

MOTION FOR ADJOURNMENT: Mr. Barrasse entertained the motion to adjourn the meeting. Mr. Hughes motioned, seconded by Mr. Williams to adjourn the meeting at 8:21 P.M. All in attendance voted in favor.


Joanne Culbertson, Secretary/Treasurer

CLARKS GREEN BOROUGH
COUNCIL MEETING

Agenda

February 19, 2020

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE- President Joe Barrasse
2. ROLL CALL – Asst.-Secretary Paula Thompson
3. MOTION TO ACCEPT MINUTES – (delayed till Next month)
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 Report, Mayor McGraw, note The Mayor has to leave after his report.
Police Report- Clarks Summit Police Officer Gibbons
Clarks Summit Fire Co. President Mike Lukus, Chief Jay Miller, EMS Corey Colarossi
7. Solicitor's Report- Mr Weinschenk, will attend by phone conference.
Resolution #3 Memorandum of Understanding with Lackawanna County Conservation District.
FEMA Correspondence. Borough to provide Ordinance to DCED w/in a month.
New Zoning Ordinance- consider a new Ad- Hoc Committee
8. PUBLIC WORKS COMMITTEE – Mr. Rinaldi
SSES Prioritization and Work Flow- Borough Engineers
Zoning Report- Mr Parker
9. ARWA- Mr. Rinaldi
10. TREASURER'S REPORT AND BILL APPROVAL – Mr. Hughes
11. FINANCE COMMITTEE – Mr. Hughes
Payments, & Sewer Account Delinquencies.
Renew Maturing Sewer CD
12. BUILDINGS & GROUNDS COMMITTEE – Mr. Toms
13. REFUSE & RECYCLING COMMITTEE– Ms. Igoe
14. HEALTH & SAFETY COMMITTEE- Dr. Cochran
NIMS Certification/ Meeting w Chief Yarns/ & James Waters
15. PERSONNEL COMMITTEE– Mr. William
16. OLD BUSINESS
Appoint Mayor Ken McGraw to Planning Commission
Review/ approve SAPA Invoice
17. NEW BUSINESS
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.