

**CLARKS GREEN BOROUGH
COUNCIL MINUTES
JUNE 17, 2020**

CALL TO ORDER: President Barrasse called the meeting of the Clarks Green Council to order at 7:01 p.m. with the Pledge of Allegiance.

ROLL CALL: Secretary Culbertson conducted roll call. The following were present: Mr. Rinaldi, Dr. Cochran, Mr. Hughes, Mr. Toms, Ms. Igoe, Mr. Williams, Mr. Barrasse, Mayor McGraw and Solicitor Weinschenk.

APPROVAL OF MINUTES: President Barrasse entertained the motion to accept the minutes of the January 15, 2020, February 5, 2020, February 19, 2020 and April 15, 2020 Council meetings. Mr. Rinaldi motioned, seconded by Dr. Cochran. Mr. Williams, Ms. Igoe, Mr. Toms, Mr. Hughes, Dr. Cochran, Mr. Rinaldi and Mr. Barrasse voted in favor.

VISITORS: Ben Freda, Abington Journal, George Parker, Clarks Green Zoning officer, and CSPD Chief Yarns.

PUBLIC COMMENT: No public comment.

MAYOR'S REPORT: Mayor McGraw reported he had several calls concerning unkempt property, barking dogs and ATV being driven in the neighborhood. Mr. Parker stated the 219 Grayson Drive property has been addressed and the property owner is in the process of cleaning it. Mr. Rinaldi suggested to contact Chief Yarns concerning the ATV problem. Chief Yarns stated he had already spoken to the young man who might have been driving the ATV and noted he was receptive to the conversation concerning driving the ATV in the Borough streets. Chief Yarns informed Council the CSPD received a grant for Aggressive Driving and will be starting July 6th to August 23rd helping with speed enforcement more aggressively. Chief Yarns reported it has been fairly quiet with this Covid pandemic. Chief Yarns told Council the department is practicing safety by having the officers temperature checked when reporting for their shift along with sanitizing the offices and cars.

SOLICITOR'S REPORT: Solicitor Weinschenk talked briefly about the Floodplain Ordinance that he had introduced at the last Council meeting stating the Borough has received new Flood Maps from FEMA which will become effective August 5, 2020. The maps indicate there is very little floodplain areas in the Borough, a few backyards on the south end of Crest drive are the only floodplains in the Borough, in order to be compliant with FEMA regulations the Borough must adopt a new Floodplain Ordinance by August 5th. Solicitor Weinschenk explained if the Ordinance is not adopted residents requiring or desiring flood insurance will not be able to purchase it. Solicitor Weinschenk told Council the Ordinance has been advertised in the Scranton Times as required and will dispense from reading the thirty (30) page Ordinance noting copies had been sent to all of Council but will read the summary for consideration at tonight's meeting.

BOROUGH OF CLARKS GREEN
LACKAWANNA COUNTY, PENNSYLVANIA
ORDINANCE NO. 1 OF 2020

**AN ORDINANCE REPEALING IN ITS ENTIRETY CHAPTER 8
OF THE CLARKS GREEN BOROUGH CODE OF ORDINANCES
PERTAINING TO FLOODPLAINS WITHIN THE BOROUGH**

**AND ENACTING A NEW CHAPTER 8 OF THE BOROUGH OF
CLARKS GREEN CODE OF ORDINANCES REGARDING
FLOODPLAINS ; REQUIRING ALL PERSONS,
PARTNERSHIPS, BUSINESSES, AND CORPORATIONS TO
OBTAIN A PERMIT FOR ANY CONSTRUCTION OR
DEVELOPMENT; PROVIDING FOR THE ISSUANCE OF SUCH
PERMITS; SETTING FORTH CERTAIN MINIMUM
REQUIREMENTS FOR NEW CONSTRUCTION AND
DEVELOPMENT WITHIN AREAS OF THE BOROUGH OF
CLARKS GREEN WHICH ARE SUBJECT TO FLOODING; AND
ESTABLISHING PENALTIES FOR ANY PERSONS WHO FAIL,
OR REFUSE TO COMPLY WITH, THE REQUIREMENTS OR
PROVISIONS OF THIS ORDINANCE.**

(Note: the full Ordinance is available at the Municipal building for review)

ARTICLE X. ENACTMENT

Section 10.01 Adoption

This Ordinance shall be effective on upon adoption and shall remain in force until modified, amended or rescinded by Borough of Clarks Green, Lackawanna County, Pennsylvania.

ENACTED AND ADOPTED by the Council this 17th day of June, 2020.

ATTEST:

COUNCIL OF THE BOROUGH OF CLARKS GREEN

/s/ Joanne Culbertson
Joanne Culbertson, Secretary,
Clarks Green Borough

By: /s/ Joseph Barrasse
Joseph Barrasse, President
Clarks Green Borough Council

APPROVED, this 17th day of June, 2020, by the Mayor of the Borough of Clarks Green.

/s/ Ken McGraw
Mayor

Dr. Cochran motioned to adopt Ordinance No. 1 of 2020, seconded by Mr. Hughes. Mr. Williams, Mr. Toms, Dr. Cochran, Mr. Hughes, Mr. Rinaldi, Ms. Igoe and Mr. Barrasse voted in favor.

PUBLIC WORKS: Mr. Rinaldi reported the paving project had been started at Crest and Short Hill and briefly talked about the issue he had with the PAWC concerning the type of risers for the manholes covers to which he had discussed with PAWC months ago to avoid future sanitary sewer infiltration problems. Mr. Rinaldi informed Council he finally was contacted by PAWC and a meeting has been scheduled for tomorrow at 7 A.M. Mr. Rinaldi informed Council he has been working with the Borough Engineers concerning the bid package for 2020 Paving Project stating to include alternate bids for the alternate streets that possibly will be paved in addition to Vassar Avenue since this will aid Council as well as the contractors in determining what streets will be added to the bid package. Mr. Rinaldi told Council he had another complaint dealing with the intersection at Fairview Road and Possum Way he is working with the Borough engineers to add this to the 2020 Paving Project. Mr. Rinaldi reported the Crest Drive Pipe Replacement Project # 1 and #2 has been completed and MHW Construction has submitted there invoices for payment with the Borough's engineer approval. Mr. Rinaldi motioned to authorize payment for the invoice for Crest Drive Storm Sewer Replacement Project #1 for the amount of \$12,380.00 which was the exact amount of the proposal, seconded by Ms.

Igoe, Dr. Cochran, Ms. Igoe, Mr. Toms, Mr. Hughes, Mr. Rinaldi, Mr. Williams and Mr. Barrasse voted in favor. Mr. Rinaldi motioned to authorize payment to MHW Construction based on their invoice for Crest Drive Pipe Replacement Project #2 for the amount of \$11,750, seconded by Ms. Igoe. Mr. Hughes, Mr. Rinaldi, Dr. Cochran, Ms. Igoe, Mr. Williams, Mr. Toms and Mr. Barrasse voted in favor.

GEORGE PARKER, ZONING OFFICER REPORT: Mr. Parker stated it has been a very busy month. Ms. Igoe asked about the corner property on Hall St. and Mr. Parker stated it is being worked on and Mr. Rinaldi verified that a new front porch roof has been built. Mr. Barrasse asked Mr. Parker about the permit for sealing a driveway noting he did not think a permit was needed. Mr. Parker stated he is requiring residents to get permits because he is not always sure on what they are going to do when tying into the existing pavement and street. Mr. Parker reported on the old gas station stating a plan was prepared by a register land surveyor and it was prepared for a potential buyer for the property. The potential buyer wanted to swap some land in the area where the properties join Glenburn Road. The property on the corner of the old gas station and the property immediately adjacent is a residential property located on Glenburn noting both properties are owned by Braz and Orzel. Mr. Parker stated the owners agreed if this would help with the sale of the property. Mr. Parker told Council the submitted plan was reviewed by Clarks Green Planning Commission recommending to the Borough Council to approve the subdivision (swapping). Mr. Parker informed Council the plan has been signed by both property owners and has been notarized. Mr. Parker told Council if the plan is approved tonight he wants to make it clear that it is not a land development plan but only an adjustment of the property line. Ms. Igoe motioned to approve the minor subdivision (swapping) plan approved by Clarks Green Borough's Planning Commission and is before Clarks Green Borough Council tonight, seconded by Mr. Toms. Mr. Rinaldi, Mr. Hughes, Mr. Williams, Mr. Toms, Dr. Cochran, Ms. Igoe and Mr. Barrasse.

ARWA: Mr. Rinaldi reported ARWA'S Pension Plan transfer will be completed on June 30th noting it is being changed to Mass Mutual from John Hancock letting the employees make additional contributions if desired. Mr. Rinaldi informed Council about a portion of the treatment plant called a "wet well". The accumulation of FOG, which is fats, oil and grease, semi-annually needs to be vacuumed and removed. Mr. Rinaldi told Council the cost for this service is approximately \$4,000 each time and wants the public to know it is costing all of us. Mr. Rinaldi told Council Clarks Green's Ordinance prohibits the discharge of fats, oils and grease into the sanitary sewer system. Mr. Rinaldi reported that most of the FOG is coming from commercial food establishments. Mr. Rinaldi reported ARWA is currently looking for a new email hosting provider stating they are experiencing problems with the current provider, Cleverfish. Mr. Rinaldi told Council June 8th all of ARWA staff returned to work at full capacity practicing social distancing and wearing of masks.

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	\$	369,771.11
Capital Fund Money Market		128,534.63
Sewer Fund Checking		327,191.92
Sewer – FNCB CD #200278057		51,380.36
Sewer – FNCB CD #200469681		50,000.00
Sewer – Wayne Bank CD		52,384.37
State Funds Checking		<u>162,224.67</u>
Total Checking/Savings	\$	1,141,487.06

Mr. Hughes told Council the approved Sewer and General Fund money market account transfers both had approximately an amount of \$35,000 have been completed which will make increases in the

Sewer and General Fund checking accounts. Mr. Hughes told Council the closing of the DCNR account fund added an additional amount to the General Fund checking account in the amount of \$126.60. With no questions from Council Mr. Hughes motioned, seconded by Dr. Cochran to accept the Treasurer's report and ratify the payment of the bills. Mr. Toms, 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 noting the real estate taxes are down by \$13,000. Mr. Hughes told Council the Borough had a very good Wage Tax collection for the month of May reversing the poor collection for the month of April. Mr. Hughes reported total expenses have increased from a year ago by \$58,000 most of which is accounted for by the \$44,000 for the purchase of the first truck. Mr. Hughes told Council net income is lower by \$93,000 than a year ago. Mr. Hughes reported \$4,272 had been collected in sewer delinquencies and letters have been sent out to the delinquencies for two (2) or more quarters. Mr. Hughes informed Council the audit presentation will be held at the August 19th meeting and has asked for an engagement letter from Murphy & Dougherty noting this audit is the final audit of a three (3) year contract. Mr. Hughes told Council he has requested the first year of the contract show no increase in cost for an audit. Mr. Hughes informed Council a FNCR CD will be maturing June 23rd but is still waiting for a callback on the new interest rate. Mr. Hughes told Council after reviewing the request for a \$100 contribution for five (5) years to the Scranton plan the Financial Committee recommends not to take action at this time. Mr. Barrasse asked for verification of the total amount of sewer delinquencies and Mr. Hughes stated \$50,573. Ms. Igoe voiced her concerns over the delinquent accounts and offered her services in the mailing of the letters. Mr. Rinaldi briefly talked about the transfer of properties and how sometimes the sewer bills are not paid and what can be done to prevent this from happening.

REFUSE & RECYCLING: Ms. Igoe told Council she was very embarrassed and disappointed with everyone that no one from the Council participated in Flag Day Ceremonies with Clarks Summit and the VFW. Mr. Igoe further expressed her thoughts on why Mr. Toms, chair of Buildings & Grounds was not listed on the agenda for the second and possibly the third time. Mr. Barrasse stated it is duly noted and expressed his apologies and noted it was not intentional. Mr. Barrasse stated the agenda was copied from the previous one and in the future it will be reviewed more closely. Ms. Igoe told Council there has been some confusion on the comingling or the lack of comingling of trash recently in an article in the newspaper. Ms. Igoe stated nothing has changed with recyclables for the residents of the Borough since we have a private hauler, County Waste.

HEALTH & SAFETY: Dr. Cochran informed Council there was a drive-thru parade through his neighborhood for an ill person and Chief Yarns responded with escorts to keep traffic safe thanking the Chief for his assistance. Dr. Cochran stated we will be entering the green phase very soon and noted we are seeing a rise in Coronavirus cases in the states and globally but in his opinion the economy needs to be open. Dr. Cochran stated this virus is not over and mitigation especially for the older generation is still the best thing to do and there will be collateral damage. Dr. Cochran told Council the collateral damage can be anyone one of us and noted the public cannot rest easy.

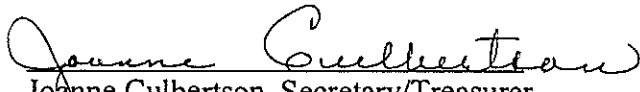
PERSONNEL: Mr. Williams told Council in anticipation of the green phase the DPW is working to install a partition in the front office made of wood and hanging plastic sheets approximately 7 (seven) feet tall so Joanne and Paula can return to their regular shifts allowing them to work together in the same office. Mr. Williams stated the employees will be practicing social distancing along with wearing a mask. Mr. Toms asked Dr. Cochran for his opinion for installing a partition and Dr. Cochran stated you can never be too careful and it doesn't cost much to do. Mr. Rinaldi asked Dr. Cochran if the employees of the Borough should be required to get testing since a lot of employers are requiring it right now. Dr. Cochran stated if they do not have symptoms he does not see the need for testing. Mr. Rinaldi and Ms. Igoe both stated their belief a partition in the office is not necessary. Dr. Cochran

stated he disagrees noting he already made his comments. Ms. Igoe brought up the need for the painting of crosswalks in the Borough.

BUILDING AND GROUNDS: Mr. Toms reported he has been in contact with the gentleman who will be repairing the side concrete ramp but still does not have a specific start date. Mr. Toms told Council he is still having problems with Reeves Awnings noting every time he calls them they say they will be installing them and they never show up.

OLD BUSINESS: Ms. Igoe brought up the crosswalks again. Mr. Rinaldi agreed the crosswalks need to be done and the DPW needs to get them done and he stated he will double check their schedule. Mr. Barrasse asked Secretary Culbertson to check on the grant reimbursement from Lackawanna County for the purchase of the new truck. Mr. Barrasse had a brief discussion on how the July meeting will be conducted, Zoom versus in person at the Borough's chamber or both especially if people are afraid to attend due to health reasons along with how can we arrange for social distancing.

MOTION FOR ADJOURNMENT: Mr. Barrasse entertained the motion to adjourn the meeting. Mr. Hughes motioned, seconded by Dr. Cochran to adjourn the meeting at 8:39 P.M. All in attendance voted in favor.


Joanne Culbertson, Secretary/Treasurer

CLARKS GREEN BOROUGH
COUNCIL MEETING

Agenda
VIA ZOOM

June 17, 2020

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE-** President Joe Barrasse
2. **ROLL CALL -**Secretary Joanne Culbertson
3. **MOTION TO ACCEPT MINUTES –**
4. **PUBLIC COMMENT**
Visitors should approach the podium and state their name and address. Comments limited to 5 min
5. **MAYOR's Report-** Mayor McGraw.
Police Report- Clarks Summit Chief Chris Yarns
Clarks Summit Fire Co. President Mike Lukus, Chief Jay Miller, EMS Corey Colarossi
6. **Solicitor's Report-** Mr Weinschenk
Flood Ordinance
7. **PUBLIC WORKS COMMITTEE – Mr. Rinaldi**
Authorizing payments to MHW Constr. Crest Drive Storm Water Pipe Replacement Projects 1 & 2
Zoning Report- Mr Parker
Vote on approval of Braz/Orzell property line adjustment, minor subdivision and annexation.
8. **ARWA-** Mr. Rinaldi
9. **TREASURER'S REPORT AND BILL APPROVAL – Mr. Hughes**
11. **FINANCE COMMITTEE – Mr. Hughes**
Payments, & Sewer Account Delinquencies.
12. **REFUSE & RECYCLING COMMITTEE– Ms. Igoe**
13. **HEALTH & SAFETY COMMITTEE-** Dr. Cochran
14. **PERSONNEL COMMITTEE– Mr. Williams**
Workplace safety and Partitioning
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.