

**CLARKS GREEN BOROUGH
COUNCIL MINUTES
MAY 20, 2020**

CALL TO ORDER: President Barrasse called the meeting of the Clarks Green Council to order at 7:02 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, Mr. Williams, Mr. Barrasse, Mayor McGraw and Solicitor Weinschenk. Ms. Igoe joined the meeting at 7:10 P.M.

APPROVAL OF MINUTES: President Barrasse entertained the motion to accept the minutes of the November 14, 2019 and December 18, 2019 Council meetings. Dr. Cochran motioned, seconded by Mr. Toms. Mr. Williams, Mr. Toms, Mr. Hughes, Dr. Cochran, Mr. Rinaldi and Mr. Barrasse voted in favor.

VISITORS: Ben Freda, Abington Journal, Mary, O'Brien, Clarks Green Borough Real Estate Tax Collector and George Parker, Clarks Green Zoning officer.

PUBLIC COMMENT: No public comment.

MAYOR'S REPORT: Mayor McGraw offered his condolences to CSPD Chief Yarns and all the people that we have loss due to this pandemic. President Barrasse offered Council's condolences and stated he had communications earlier in the week with Chief Yarns noting he will not be attending the virtual meeting tonight and noted more citations have been given out due to the warmer weather.

SOLICITOR'S REPORT: Solicitor Weinschenk prepared a Resolution No. 4 of 2020 for the Borough waiving the late penalty fee for the Borough's real estate taxes for the year 2020 with the condition that the real estate taxes are paid in full by December 31, 2020 and if not paid in full the ten (10) percent penalty will be imposed before such taxes are returned delinquent. Mr. Rinaldi motioned to approve Resolution No. 4 of 2020, seconded by Ms. Igoe. Mr. Toms, Dr. Cochran, Mr. Hughes, Ms. Igoe, Mr. Williams, Mr. Rinaldi and Mr. Barrasse voted in favor.

**Resolution No. 4 of 2020
Borough of Clarks Green
Lackawanna County, Pennsylvania**

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF CLARKS
GREEN WAIVING THE LATE PENALTY FEE FOR BOROUGH REAL ESTATE TAXES
FOR THE YEAR 2020**

Whereas, the Borough of Clarks Green (the "Borough") imposes an annual tax on the assessed value of real estate located within the Borough; and

Whereas, the period for payment of such real estate taxes at face value expires on June 30, 2020 after which date a ten percent (10%) penalty is imposed; and

Whereas, the Commonwealth of Pennsylvania is acting under a State of Emergency declared by the Governor on March 6, 2020 as a result of the continuing Covid-19 pandemic; and

Whereas, the Pennsylvania State Legislature passed Act 15 of 2020, which was signed by the Governor on April 20, 2020, allowing political subdivisions within the Commonwealth to waive any penalty associated with the late payment of real estate taxes for 2020 if said real property taxes are paid in full by December 31, 2020; and

Whereas, Borough Council believes it is in the best interests of the residents of Clarks Green Borough to waive the late penalty on Borough real estate taxes for the year 2020.

NOW THEREFORE, the Borough Council of the Borough of Clarks Green does hereby resolve as follows:

The ten percent (10%) penalty imposed on Borough real estate taxes after June 30, 2020 is hereby waived provided such real estate taxes are paid in full by December 31, 2020. If the real estate taxes are not paid in full by December 31, 2020 the ten percent (10%) penalty has be imposed before such taxes are returned delinquent.

ADOPTED at a meeting of the Borough Council of Clarks Green Borough held on May 20, 2020.

Borough of Clarks Green

Attest:

/s/ Joseph Barrasse
Joseph Barrasse, President

/s/ Joanne Culbertson
Joanne Culbertson, Secretary

Solicitor Weinschenk stated to inform the residents of Clarks Green Borough about this adopted Resolution information should be posted on the website. Secretary Culbertson stated she will add to the June sewer billing message. Mr. Rinaldi verified the penalty deadline was June 30th. Solicitor Weinschenk updated Council on the Floodplain Ordinance 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 Leslie Rhoads of the PA Municipal League assisted with the proposed Ordinance so as to ensure its compliance with the FEMA requirements. Solicitor Weinschenk stated he will be sending out the proposed Floodplain Ordinance in the next few days and asked Council for them to review it and if there are any questions or comments he would be happy to address. Solicitor Weinschenk suggested to Council the Ordinance should be considered and the current plan is to advertise the Ordinance for consideration by Council at its June 17th meeting.

PUBLIC WORKS: Mr. Rinaldi reported the Crest and Short Hill Project is moving along noting the installation of pipe will be finished no later than Friday and will contact PAWC to tell them they can start the paving by TSE. Mr. Rinaldi informed Council that a resident at 103 Yale Boulevard made a connection to our sanitary sewer system (new lateral) noting the Borough has requirements and George Parker has informed the homeowner what needs to be done. Mr. Rinaldi reported the switching of the Borough's representative for the PA One Call as discussed from the work session has been done noting George Parker will replace the DPW foreman, Dave Kohinsky noting when a PA One Call is initiated Dave did not know if a permit would be required and this switch in representation will alleviate this problem. Mr. Rinaldi stated it was discovered that three (3) properties in the Short

Hill area share a lateral and further investigation will be needed with the help from Solicitor Weinschenk to determine if easements exist.

ARWA: Mr. Rinaldi reported the ARWA is in the process of moving the pension to Mass Mutual. Mr. Rinaldi informed Council that the plant experienced two (2) high flow events in the system, April 13th and April 30th. Mr. Rinaldi reported Covid-19 pandemic staffing at the plant scheduling required only two (2) employees for any given day and will be transitioning to teams of three (3) alternate days.

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	\$	312,832.41
General Fund Money Market		35,385.20
Capital Fund Money Market		128,523.71
Sewer Fund Checking		354,519.49
Sewer Fund Money Market		35,099.26
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>162,210.93</u>
Total Checking/Savings	\$	1,182,335.73

Mr. Hughes presented the Budget vs. Actual report comparing balances on the report to amounts from last year noting the real estate taxes are lower about \$5,000. Mr. Hughes told Council our total revenue is lower by \$35,000 and our expenses are higher by \$61,000 noting purchase of the Borough's pickup truck for \$44,000. Mr. Hughes reported total expenses and net income were \$6,000 lower than a year ago. Mr. Hughes reviewed the proposed estimates concerning the Covid-19 impact it had on the Borough's finances. With no questions from Council Mr. Hughes motioned, seconded by Ms. Igoe 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 told Council after having a few discussions with Mr. Rinaldi concerning our bank accounts he recommends to Council in consolidating some of these bank accounts naming the DCNR account transferring the money into the General Fund Checking Account along with General Fund Money Market account and the Sewer Fund Money Market account and transferring the money into the Sewer Fund Checking account. Dr. Cochran motioned to transfer funds from the three (3) accounts stated, seconded by Mr. Williams. Mr. Williams, Mr. Toms, Dr. Cochran, Mr. Hughes, Mr. Rinaldi, Ms. Igoe and Mr. Barrasse voted in favor. Mr. Hughes reported our utility bills will be automated debiting our General Fund Checking account. Mr. Hughes motioned to Council to renew the Sewer Fund FNCB CD #200278057 not to exceed fifteen months, seconded by Dr. Cochran. Mr. Toms, Dr. Cochran, Ms. Igoe, Mr. Rinaldi, Mr. Williams, Mr. Hughes and Mr. Barrasse voted in favor. Mr. Hughes presented to Council a request from a new resident Sewer Account # 0544 asking if the sewer late charge of \$14.20 can be removed stating they had not received the bill. Dr. Cochran motioned to remove the late charge of \$14.20 from Sewer Account #0544, seconded by Mr. Toms. Dr. Cochran, Ms. Igoe, Mr. Toms, Mr. Hughes, Mr. Rinaldi, Mr. Williams and Mr. Barrasse voted in favor. Mr. Hughes reported \$2,620 had been collected in sewer delinquencies noting \$1,000 was from a lien customer account # 0174.

REFUSE & RECYCLING: Ms. Igoe reported she had called County Waste concerning some complaints the Borough received in regard to additional charges for removal of waste and verified Clarks Green residents do not pay an additional charge as per our contract. Ms. Igoe informed Council that County Waste had been sold to Canadian company.

HEALTH & SAFETY: Dr. Cochran reported we are still in the red zone and glad to see all of us are healthy. Dr. Cochran stated we are still in the same situation and the employees at the Borough are doing what needs to be done. President Barrasse stated he was happy also that everyone is safe and healthy.

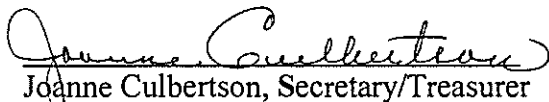
PERSONNEL: Mr. Williams reported things are quiet this month and the same procedure is in place with the employees work schedule. Mr. Williams told Council for the Election Day the front office will be unlocked along with other office doors. Mr. Williams stated signs will be posted for directing the traffic entrance to the building will be the front door and exit will be the side door along with social distancing markings.

BUILDING & GROUNDS: Mr. Toms told Council the side ramp will be fixed within a week or two. Mr. Toms stated he will try to have the flags up for Flag Day a lot depends on the DPW schedule. Mr. Toms reported he did not know anything about the purchasing of a lawnmower or the need to buy one.

OLD BUSINESS: Mr. Barrasse reported a request has been submitted for the grant reimbursement of our new purchased pickup truck. Mr. Barrasse told Council we need to start the process of selling our old truck and possibly in the next few weeks list it on the Municibid website. Ms. Igoe told Council a new phone system is needed for the office.

NEW BUSINESS: Mr. Rinaldi stated he wants the minutes to reflect and acknowledge my friend, Pat Williams who has retired from Clarks Summit Council and the many years of outstanding service he contributed to our area. Mr. Rinaldi wished him well on his future endeavors. Dr. Cochran stated he will be contacting George Parker concerning neglected properties located at Squirrel Run and Grayson. Mr. Parker stated he has already been in contact with the property owner concerning Grayson. President Barrasse told Council due to the circumstances of Peter Giermanski, chair of the Shade Tree Commission we might need to remove him from his position. President Barrasse expressed the fact that Mr. Giermanski did a great job serving the community in that position and thanked him for his service. Ms. Igoe motioned to remove to Peter Giermanski from Chair of the Clarks Green Shade Tree Commission, seconded by Dr. Cochran. Mr. Williams, Mr. Rinaldi, Mr. Hughes, Ms. Igoe, Dr. Cochran and Mr. Barrasse voted in favor. Mr. Toms was not connected to vote at this time. Mr. Rinaldi asked Council if they would like to purchase the annual Memorial wreath to honor our veterans. All of Council agreed and Mr. Rinaldi will contact Mr. Toms in regard to purchasing of the wreath. President Barrasse stated the June work session and Council meeting will be done by Zoom for safety reasons

MOTION FOR ADJOURNMENT: Mr. Barrasse entertained the motion to adjourn the meeting. Mr. Hughes motioned, seconded by Mr. Rinaldi to adjourn the meeting at 8:22 P.M. All in attendance voted in favor.


Joanne Culbertson, Secretary/Treasurer

CLARKS GREEN BOROUGH
COUNCIL MEETING

Agenda
Via Zoom meeting

May 20, 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 3 minutes
5. **MAYOR's Report, Mayor McGraw**
Police Report- Clarks Summit Police Chief Yarns
Clarks Summit Fire Co. President Mike Lukus, Chief Jay Miller, EMS Corey Colarossi
6. **SOLICITOR** – Attorney Weinschenk
Waiver of Real Estate Tax Penalty Resolution
2020 Flood Plain Resolution
7. **PUBLIC WORKS COMMITTEE** – Mr. Rinaldi
Update on Short Hill, and Crest Drive
Zoning Report- Hawk Oil Property Mr Parker
8. **ARWA-** Mr. Rinaldi
9. **TREASURER'S REPORT AND BILL APPROVAL** – Mr. Hughes
Automation of bill paying, ie Utilities, Renewal of Sewer CD June 23 2020, Account Consolidation (3)
Ratification of waiver of late payment for account 544
10. **FINANCE COMMITTEE** – Mr. Hughes
Payments, & Sewer Account Delinquencies.
11. **REFUSE & RECYCLING COMMITTEE**– Ms. Igoe
12. **HEALTH & SAFETY COMMITTEE-** Dr. Cochran
Safety in the office, and garage.
13. **PERSONNEL COMMITTEE**– Mr. William
Employee
14. **OLD BUSINESS**
15. **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.