

**CLARKS GREEN BOROUGH
COUNCIL MINUTES
DECEMBER 16, 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. Williams, Mr. Barrasse, Mayor McGraw and Solicitor Weinschenk. Ms. Igoe joined the meeting at 7:06 P.M.

ABSENT: Mr. Toms

APPROVAL OF MINUTES: President Barrasse entertained the motion to accept the minutes of the October 21, 2020 Council meeting. Dr. Cochran motioned, seconded by Mr. Hughes. Mr. Williams, Ms. Igoe, Mr. Hughes, Dr. Cochran, Mr. Rinaldi and Mr. Barrasse voted in favor.

VISITORS: County Commissioner, Chris Chermak, Christina Wolfe, 314 Crest Dr., George Parker, Clarks Green Zoning officer and CSPD Chief Yarns.

PUBLIC COMMENT: Lackawanna County Commissioner, Chris Chermak commented that a new \$10,000 grant has been created for the bars and restaurants affected by the COVID 19 virus and that the County has entered into a Suicide Prevention Alliance with Behavioral Health.

MAYOR'S REPORT: Mayor McGraw stated one of our residents have been loss due to the COVID virus and his family is our thoughts and prayers, David Phillips. CSPD Chief Yarns reported November was a normal month but noted there is a parking issue on Maple Avenue and tickets have been written. The CSPD will continue monitoring this situation. Chief Yarns told Council a grant was approved for body cameras which should be in use by April 1st.

PLANNING COMMISSION REPORT: Mayor McGraw reported on the December 16, 2020 Planning Commission Meeting concerning the old gas station at the corner of Glenburn Road and E. Grove St. stating the new owner submitted a sketch plan of a proposed building. Mayor McGraw informed Council there were some concerns expressed with the land development plan noting once a complete set is received, those plans will be reviewed by the Planning Commission and Borough's Zoning Officer. The Commission will then need to schedule another meeting. Dr. Cochran asked "what type of business will be located there". Mr. Barrasse stated the owner's business deals with wealth management.

SOLICITOR'S REPORT: Solicitor Weinschenk informed Council the former CVS building had been sold and the new owner, Angelicola Realty, LLC.

GEORGE PARKER, ZONING OFFICER REPORT: Mr. Parker briefly review his monthly Zoning Report. Mr. Parker informed Council, due to technical difficulties, he was unable to participate in the last SAPA Zoom Meeting. Solicitor Weinschenk told Council the Borough is scheduled to adopt the new zoning ordinance by March 17, 2021 and a Public Meeting will need to be held before the scheduled March meeting for Public Comment on the proposed Zoning Ordinance. Solicitor Weinschenk reported the Clarks Green's SAPA Committee is scheduled to meet via Zoom December 21st at 7 P.M. to review comments and/or changes the Committee Members have in respect to the proposed.

Solicitor Weinschenk told Council there most likely will be some changes that will need to be made in respect to Clarks Green and the Committee needs to schedule a meeting with the Consultants. Solicitor Weinschenk told Council Mr. Parker had distributed copies of the draft Zoning Ordinance to all Council Members inviting input.

PUBLIC WORKS: Mr. Rinaldi reported to Council the 2020 Paving Project has been completed by Wayco, Inc. and payment for the work has been approved by our Borough Engineers. Mr. Rinaldi motioned to approve payment to Wayco, Inc. the amount of \$86,401.31, seconded by Ms. Igoe. Mr. Rinaldi, Mr. Hughes, Mr. Williams, Dr. Cochran, Ms. Igoe and Mr. Barrasse voted in favor. Mr. Rinaldi informed Council one (1) of the DPW Laborer has been tested for COVID 19 stating he is a member of the South Abington Fire Company. He explained one of the members of the fire company had tested positive. The employee notified the Borough on Saturday, was tested on Monday and test came back negative today (Wednesday) but his wife is exhibiting symptoms. She was tested Wednesday and the results are expected in 2 to 3 days. Mr. Rinaldi stated the Laborer is currently working in isolation using a separate vehicle. Mr. Rinaldi asked “Dr. Cochran if we should continue with the laborer’s quarantine?” Dr. Cochran stated “maybe”, noting if we have snow plow emergencies he can be by himself in the truck and sanitize the truck but he should not have contact with the other employees of the Borough. Mr. Rinaldi informed Council that he and the Borough Engineer are still working on a complaint with a resident residing on Green Street. The Resident was given and rejected two (2) proposed solutions. Overall, Mr. Rinaldi believes the Contractor did a good job with 2020 Paving Project.

ARWA: Mr. Rinaldi reported ARWA was dealing with a 20% increase in renewal Health Insurance premium increase and a 6 % increase in its property insurance premium.

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	\$	350,633.72
Capital Fund Money Market		127,132.04
Sewer Fund Checking		360,120.13
Sewer – FNCB CD #200278057		51,715.99
Sewer – FNCB CD #200469681		51,258.31
Sewer – Wayne Bank CD		52,384.37
State Funds Checking		<u>162,305.80</u>
Total Checking/Savings	\$	1,155,550.36

Mr. Hughes reported the General Fund checking account is down \$13,000 compared to a year ago and the Capital Account is up \$18,000 due to the two (2) grants that had been received. Mr. Hughes told Council the Sewer Fund checking account is up \$81,000 contributing by the transfer of funds from the Sewer Fund Money Market account. Mr. Hughes informed Council the payment to Wayco, Inc. will be funded through the State fund account. Mr. Hughes reported \$123,804 in net income. Mr. Hughes presented the Budget vs. Actual comparing balances on the report to amounts from last year. 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. Dr. Cochran, Mr. Hughes, Mr. Williams, Ms. Igoe, Mr. Rinaldi and Mr. Barrasse voted in favor. Mr. Hughes reported the Borough has collected \$3,602 in sewer delinquencies noting we have received approximately nine (9) payments from the twenty (20) sewer delinquency letters that had been sent out. Mr. Hughes motioned to approve the transfer of \$10,000 from the Sewer Fund Checking account and \$10,000 from the General Fund Checking account to the Capital Fund Account, seconded by Mr. Williams. Mr. Williams, Dr. Cochran, Mr. Hughes, Mr. Rinaldi, Ms. Igoe and Mr. Barrasse voted in favor. Mr. Hughes motioned to renew the Wayne Bank CD and not to exceed fifteen (15) months, seconded by Dr. Cochran. Dr. Cochran, Ms. Igoe, Mr. Hughes, Mr. Rinaldi, Mr. Williams and Mr. Barrasse voted in favor. Mr. Hughes motioned to adopt

the 2021 Tentative Budget, seconded by Mr. Rinaldi. Dr. Cochran, Ms. Igoe, Mr. Rinaldi, Mr. Williams, Mr. Hughes and Mr. Barrasse voted in favor. Solicitor Weinschenk introduced Resolution No. 8 of 2020. Mr. Rinaldi motioned to approve Resolution No. 8 of 2020, seconded by Ms. Igoe. Mr. Hughes, Ms. Igoe, Mr. Williams, Mr. Rinaldi, Dr. Cochran and Mr. Barrasse voted in favor.

RESOLUTION No. 8 of 2020
Borough of Clarks Green
Lackawanna County, Pennsylvania

A RESOLUTION ESTABLISHING THE REAL ESTATE TAX MILLAGE, WAGE TAX, LOCAL SERVICES TAX AND REALTY TRANSFER TAX FOR THE YEAR 2021

BE IT RESOLVED, by the Borough Council of the Borough of Clarks Green that the Real Estate Tax millage for the calendar year 2021 be established at fifteen (15) mills for each dollar of assessed value or the sum of \$1.50 on each one hundred dollars of assessed valuation, and establishing the Wage Tax at one-half of one percent (0.5%), the Local Services Tax at fifty-two dollars (\$52.00), and Real Estate Transfer Tax at one percent (1%) for the calendar year 2021.

THIS RESOLUTION is adopted by the Clarks Green Borough Council this 16th day of December, 2020.

ATTEST:

/s/Joanne Culbertson

Joanne Culbertson, Secretary

BOROUGH OF CLARKS GREEN

By: /s/Joseph Barrasse

Joseph Barrasse, President
Clarks Green Borough Council

Mr. Hughes told Council the Borough has received a check from Lackawanna County for the reimbursement of COVID-19 expenses that the Borough has occurred for the amount of \$2,371.15. Mr. Hughes informed Council he had contacted Dennis McGraw concerning the Borough's current Direct Energy Electric Contract that will be expiring December 31, 2020 and stated Mr. McGraw will put a proposal together for the January meeting. Mr. Hughes reviewed the distributed Braz Sewer Lien Settlement associated with property located at corner of E. Grove St. and Glenburn Road. The former Owner's proposed offer is \$1,786.00 versus \$3,528.00 which represents one half of the amount of sewer delinquency. Mr. Hughes recommended to Council to accept the offer. Ms. Igoe stated she opposed the recommendation and stated payment should be the full amount of the delinquency. Mr. Barrasse told Council this is a unique situation noting the gas station was not operable and but also the Borough doesn't want to set a precedent. Mr. Williams told Council since the property has been sold to a new owner and may soon be revitalized, he would agree to the \$1,786.00 amount. Mr. Rinaldi told Council he believed Council would definitely creating a precedent here. Mr. Rinaldi believed if the Borough is not making the same accommodations to the other delinquent sewer account customers the Borough should not make an exception for one delinquent account. Mr. Rinaldi told Council with the sale of the property most likely, the money was escrowed at the time of sale and not in favor of accepting the proposed offer. Mr. Barrasse told Council this reduction in sewer delinquencies are not helping the new owner but going to families of the old owners. Sewer delinquent letters have been sent to the former owners informing them of the amount that was delinquent and no response was received or acknowledged. Mr. Hughes motioned to accept the proposal to pay \$1,786 in the full payment of the amount due on sewer account #0105, Amy Orzel, seconded by Mr. Williams. Mr. Hughes, Dr. Cochran and Mr. Williams voted yes. Mr. Rinaldi, Ms. Igoe and Mr. Barrasse voted no. The Motion was defeated. Mr. Hughes then motioned to collect the full amount due of \$3,578.70 plus the quarterly assessment for the 4th Quarter of 2020 and any penalties due on sewer account #0105,

seconded by Mr. Rinaldi. Dr. Cochran, Mr. Rinaldi, Ms. Igoe, Mr. Hughes, Mr. Williams and Mr. Barrasse voted in favor. Mr. Hughes instructed Secretary Culbertson to send a letter to the Attorney representing the Braz family informing them of the sewer delinquency amount and that Council had rejected their settlement offer. Mr. Hughes informed Council the Borough has received a check from John Ciullo, sewer account #0283 for the amount of \$288 and signed a new payment plan agreeing to pay \$100 a month. Mr. Hughes told Council Mr. Ciullo requested a waiver for his late fees and interest. Mr. Hughes stated he is not recommending his request noting he had signed a previous payment plan and it was never honored.

BUILDING AND GROUNDS: No report.

REFUSE & RECYCLING: Ms. Igoe reported County Waste will be picking up the Holiday trees January 15th with the regular trash collection.

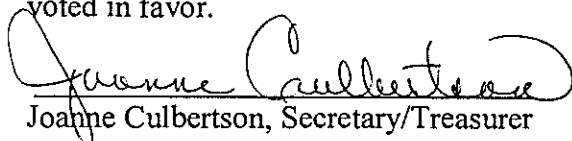
HEALTH & SAFETY: Dr. Cochran reported Covid virus cases in the Abington Area has skyrocketed stating everyone needs to stay safe. Dr Cochran informed Council he has the links for the FEMA certifications IS 100 and 700 courses and will send the information tomorrow.

PERSONNEL: Mr. Williams reported the annual employee Holiday party will not be held this year due to the COVID virus and it was unanimously agreed upon by the staff. Mr. Rinaldi wanted to address the Commissioner Chermak on one issue. Mr. Rinaldi stated what a fabulous job the County Election Bureau did during the November Election stating to Commissioner Chermak he had sent a letter to the Director Medalis with a copy sent to the County Commissioners' Office. Mr. Rinaldi stated the Bureau set the standard for the Commonwealth noting all of the votes both in person and mail-in had been tallied election night were counted by 11:00 P.M. Commissioned Chermak agreed. Mr. Barrasse called an Executive Session by request from Mr. Williams started at 8:20 P.M. to 8: 26 P.M. Mr. Barrasse resumed the meeting and thanked Mr. Williams for his hard work. Mr. Williams made a motion based upon the recommendation of the Personnel and Finance Committees for employees compensation increases for the year of 2021 as follows: Jeff Radle and Kevin Quinn hourly rate increased to \$17.04, Paula Thompson hourly rate increased to \$15.22, Joanne Culbertson per hourly rate increased to \$19.58 and a one-time payment of \$500 in lieu of an hourly rate increase for Dave Kohinsky while the Zoning Officer position held by George Parker will remain at \$25 per hour, seconded by Mr. Rinaldi. Mr. Barrasse asked if a discussion will be needed, all of Council in attendance voted in favor of the motion.

OLD BUSINESS: Mr. Barrasse discussed the 2021 Council meeting schedule and proposed the November Meeting be combined with the November Work Session scheduled for November 3, 2021. This schedule will provide enough time to adopt the 2022 budget at Council's December 2021 Meeting. Mr. Barrasse suggested to Council the meetings should be continued virtually using Zoom until further notice. All of Council agreed.

NEW BUSINESS: Mr. Barrasse thanked all of Council and the Mayor for their support and hard work they do for the community. Mr. Barrasse thanked the DPW crew along with the office staff and the Zoning officer, George Parker.

MOTION FOR ADJOURNMENT: Mr. Barrasse entertained the motion to adjourn the meeting. Mr. Rinaldi motioned to adjourn the meeting at 8:45 P.M, seconded by Ms. Igoe. All in attendance voted in favor.


Joanne Culbertson, Secretary/Treasurer

CLARKS GREEN BOROUGH
COUNCIL MEETING
Agenda
VIA ZOOM

December 16, 2020

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE-** President Joe Barrasse
2. **ROLL CALL -**Secretary Joanne Culbertson
3. **MOTION TO ACCEPT MINUTES –** October 21 2020
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
6. **Planning Commission Report-** Ken McGraw
Update on development of property on E Grove & Glenburn.
7. **Solicitor's Report-** Mr. Weinschenk
8. **PUBLIC WORKS COMMITTEE –** Mr. Rinaldi
9. **Zoning Report-** George Parker
Update on SAPA meeting December 21st
10. **ARWA-** Mr. Rinaldi
11. **TREASURER'S REPORT AND BILL APPROVAL –** Mr. Hughes
2021 Budget Report & Motion; Resolution for Tax millage
Transfer \$20,000 to the Capital Fund, \$10,000 from Sewer, \$10,000 from General
Renewal of CD's. Consideration of proposal from Sandra Braz Tailor
12. **FINANCE COMMITTEE –** Mr. Hughes
13. **BUILDING & GROUNDS COMMITTEE-** Mr. Toms
14. **REFUSE & RECYCLING COMMITTEE–** Ms. Igoe
15. **HEALTH & SAFETY COMMITTEE-** Dr. Cochran
16. **PERSONNEL COMMITTEE –** Mr. Williams
Executive Session for Personnel matters.
17. **OLD BUSINESS**
18. **NEW BUSINESS**
19. **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.