

**CLARKS GREEN BOROUGH
COUNCIL MINUTES
NOVEMBER 12, 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, Ms. Igoe, Mr. Williams, Mr. Barrasse, Mayor McGraw and Solicitor Weinschenk. Mr. Toms joined the meeting 7:12 P.M. and note Mr. Williams several times during the meeting experience technical difficulties.

VISITORS: George Parker, Clarks Green Zoning Officer, Larry Snell, 404 Park Ave. and CSPD Office Shedlock.

MAYOR'S REPORT: Mayor McGraw stated he had nothing to report and wished Council a Safe and Happy Thanksgiving. Mr. Rinaldi asked if the letter that was sent to President Barrasse on behalf of the Planning Commission concerning the grant application October 26th was reviewed by Solicitor Weinschenk. Mayor McGraw stated it was not him. President Barrasse reminded Mayor McGraw Mr. LaFratte had him sign a letter for the LSAT Grant Application from the Planning Commission. Mayor McGraw then stated he remembered he did sign the October 26, 2019 Planning Commission letter. Solicitor Weinschenk stated he doesn't believe he reviewed the letter but was unsure. Mr. Rinaldi told Solicitor Weinschenk he will forward the letter to him and the letter can be discussed at the next Council Meeting. Officer Shedlock reviewed the monthly police report stating it was a fairly tranquil month. Ms. Igoe asked Officer Shedlock to check into cars parking on sidewalks in the area of Maple Street. Officer Shedlock stated the overnight parking ban is in effect and the Department will be issuing tickets for violators, noting the CSPD has received grants for DUI enforcements enabling to do more traffic control in Clarks Green.

PUBLIC COMMENT: Larry Snell, 404 Park Ave. addressed Council with his displeasure involving the recent Park Avenue paving. Mr. Snell stated it would have been nice if the Borough would have notified the residents in the area at least one (1) day that this was going to take place instead of just showing up with a dump truck in front of the house and being advised the street was to be milled that day. Mr. Barrasse stated the Borough had no exact notice of the paving start date. Mr. Rinaldi informed Council that there were five (5) streets being milled and the Borough had received only one (1) complaint concerning this issue, but the Borough will try to advise residents with future paving projects.

SOLICITOR'S REPORT: Solicitor Weinschenk reminded Council the draft of the new zoning ordinance developed for SAPA will need to be reviewed and a meeting will need to be requested with the consultants stressing the importance all Council Members should comment on what may be objectionable or what they feel needs to be modified. Mr. Rinaldi told Council a calendar will need to be created for scheduling all the necessary meetings to meet the adoption deadline. Mr. Parker added the Borough needs to start working on this as soon as possible especially with the holidays approaching.

GEORGE PARKER, ZONING OFFICER REPORT: Mr. Parker asked Council if they had any question on his distributed monthly report. Mr. Rinaldi stated he noticed on the report the stormwater drainage issue at Pineview Circle property and told Mr. Parker there is some history regarding this situation noting the entire one-side the problem area of the yard is designated as wetlands. Mr.

Barrasse asked if the 212 Fairview Road property owner has been informed that he will need to get a fence permit before the construction of his pool noting he has noticed that some of the permits were issued after the pool was constructed. Mr. Parker stated he has been informed. Mr. Rinaldi reminded Mr. Parker the back building located at 212 Fairview Road, once connected to the Borough Sewer System will require another EDU to be added to the resident's sewer billing for 2021.

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	\$	327,505.54
Capital Fund Money Market		192,702.95
Sewer Fund Checking		423,252.32
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>162,292.94</u>
Total Checking/Savings	\$	1,261,112.42

Mr. Hughes told Council the FNCB CD #200469681 was renewed at the rate of .30% for 12 months. Mr. Hughes reported the General Funding checking account is down \$13,000 from last year keep in mind we transferred the General Fund Money Market account of \$48,000 so it is actually down \$58,000. The Capital Account is up by \$84,000. Mr. Hughes reported to Council the sewer fund checking account is up \$78,000 but really is up \$43,000 since we transferred money from the sewer fund money market account. Mr. Hughes presented the Budget vs. Actual comparing balances on the report to amounts from last year. Mr. Hughes stated gross income is \$69,000 and total expenses is up by \$16,000 contributable to F350 pickup truck. Mr. Hughes reported we are approximately \$50,000 ahead of last year in net income largely contributable to the grants we received. 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 \$8,838.34 was received for Foreign Fire Insurance which was remitted to Clarks Summit Fire Company this week along with the 760B Form. Mr. Hughes reported the Borough has collected \$1,752 in sewer delinquencies and will be sending out 20 sewer delinquency letters November 23rd. Mr. Hughes introduced the 2021 proposed Budget noting this budget is identical what was reviewed at the work session with a projected surplus of \$31,842.20. Mr. Hughes informed Council the Borough has received notification from our Health and Vision insurance that there will be a slight increase noting Vision has increased by 3% approximately \$.42 a month and the Health plan will increase by 5.4% approximately \$85 a month. Mr. Hughes stated this will not affect the proposed budget. Mr. Rinaldi motioned to approve the 2021 Proposed Budget, seconded by Mr. Hughes. Mr. Toms, Dr. Cochran, Mr. Hughes, Mr. Williams, Ms. Igoe, Mr. Rinaldi and Mr. Barrasse voted in favor. Mr. Barrasse asked Mr. Hughes to confirm the Real Estate Tax millage. Mr. Hughes confirmed the Real Estate Tax millage for the calendar year 2021 to be fifteen (15) mills, and Wage tax at one-half (.5%), local service tax at \$52 and the Real Estate Transfer Tax at one percent (1%). Solicitor Weinschenk instructed Secretary Culbertson to place the ad in the Times-Tribune notifying the 2021 Proposed Budget is available for review at the Borough office. Mr. Hughes asked Mr. Rinaldi to post the 2021 Proposed Budget on the Borough's website. President Barrasse and all of Council thanked Mr. Hughes and Mr. Rinaldi on their hard work in preparing the 2021 Budget.

BUILDING AND GROUNDS: Mr. Toms reported the Borough building windows are all in good shape noting they recently have been washed and inspected. Mr. Toms informed Council the DPW is preparing to put up the Borough's Holiday Tree.

PUBLIC WORKS: Mr. Rinaldi spoke about the report that was given at the last work session in his absence by Mr. Barrasse concerning the paving contractor, Wayco. Mr. Rinaldi wants the public to know the contractor never directly contacted the Borough stating that they would or could not comply with the contract paving schedule. Mr. Rinaldi further explained that our residents follow our work sessions and meetings noting he had received some comments concerning the contractor and is concerned that there can be unwarranted criticism toward this contractor in reaction to those comments made at the work session. Mr. Rinaldi reported the paving project will be completed by the end of next week. Mr. Rinaldi informed Council the Borough's Five (5) year Paving Program years one (1) through three (3) streets have been done. Mr. Rinaldi informed Council the new F550 dump truck will be delivered on Thursday, November 19th. Mr. Rinaldi motioned to approve payment of \$49,980.40 to Gibbons Ford for the purchase of the Ford F550 dump truck, seconded by Ms. Igoe. Mr. Rinaldi, Mr. Hughes, Mr. Williams, Mr. Toms, Dr. Cochran, Ms. Igoe and Mr. Barrasse voted in favor. Mr. Hughes asked Mr. Rinaldi to review and sign off on the invoice from Powell's in the amount of \$15,605.00 for the snow plow upfit package installed on the new Ford F350 pick-up truck. Mr. Rinaldi stated he will be approving the invoice for payment. Mr. Rinaldi told Council in regard to Mr. Snell's earlier comments he will ask future contractors about giving the Borough advance notices and make every effort to notify the affected residents when the work will begin but he is not in favor in adding such a requirement to the bid specifications. Mr. Rinaldi reported the timing of the traffic signal has been modified noting he has not heard of any complaints recently from Residents. Mr. Rinaldi told Council Colwell-Naegele and their Traffic Engineer, Susan Savitski, did a good job with this project even though the Borough had some additional requirements from PennDot after the project began.

PERSONNEL: Mr. Williams informed Council there will be an Executive Session after old Business concerning a personnel issue.

REFUSE & RECYCLING: Ms. Igoe stated the leaf bag pick up issues have been remedied. Ms. Igoe told Council County Waste will provide an additional truck for leaf bags. Ms. Igoe stated documentation was sent out to all Residents concerning leaf bag pickup in their sewer bills and a notice was included with their leaf bags when distributed. Ms. Igoe talked about the latest complaint from Mr. John Earley and pointed out the fact that a letter was going to be composed by Mr. Barrasse in August as stated in the minutes with a vote on the response once completed which was suggested by Mr. Rinaldi. Ms. Igoe stated residence in question had an active account with County Waste and thinks the complaint is the result of a personal vendetta. Mr. Toms asked Solicitor Weinschenk what can be done with this situation since we have already addressed this earlier and found out the individual in question has an account with the hauler. Solicitor Weinschenk stated the Ordinance should be enforced uniformly, not selectively with just one (1) individual suggesting maybe a different approach in collecting a garbage fee. Mr. Hughes stated the refuse/recycling bill can be included in property owners' real estate taxes. Mr. Rinaldi stated that had been done in the past. Mr. Barrasse stated some members of Council have been considering including refuse collection costs in the Borough's the real estate tax bills and stating he believed it would result in significant savings noting County Waste would not need to distribute quarterly bills along with collections issues associated with the Residents' delinquent payments. Mr. Hughes suggested the Refuse/Recycling Committee should review this matter and if the Committee believes it to be a viable option, bring a recommended plan to Council for the next meeting. Mr. Barrasse agreed. Solicitor Weinschenk reminded Council the annual period for the refuse contract starts April 1st the Borough does have the ability to terminate the contract noting at the moment he did not know what the notice provision states. Solicitor Weinschenk told Council they can request bids based upon a different scenario without canceling County Waste initially. Mr. Rinaldi stated such a change would increase tax bills anywhere from \$200 to \$300 doubling the millage, noting the Borough tax millage is at 15 mills.

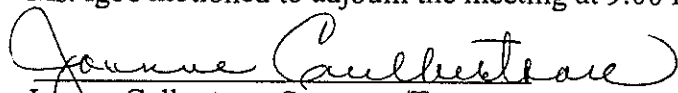
HEALTH & SAFETY: Dr. Cochran stated he had nothing to report and Covid 19 virus is still out there. Mr. Rinaldi asked Dr. Cochran the availability of the Borough's NIMS report stating if it is an online report if Mr. Waters would provide the necessary log in information needed to review it. Mr. Rinaldi asked Dr. Cochran about the IS 100 and IS 700 Certifications for FEMA and PEMA compliance. Dr. Cochran stated he was not sure. Mr. Rinaldi suggested that Mr. Waters should be invited to one of our meetings so Council can be updated on our required compliances. Mr. Rinaldi stated since he was appointed as and is being paid as the Borough's Emergency Coordinator, he should report to Council at least once a year. All of Council agreed. Mr. Rinaldi reminded Council that when Mr. Waters was interviewed for the Emergency Coordinator position, he stated he could provide the training needed by the Council Members to obtain the required certifications so the Borough would be in compliance with FEMA and PEMA requirement to qualify for emergency disaster aid. Mr. Barrasse told Dr. Cochran he will supply Mr. Waters contact information. Mr. Rinaldi informed Council the DPW had been instructed to remove the barriers erected for the November election in the Council Chambers and store them again since the barriers will most likely need to be erected again for 2021 primary election. Mr. Rinaldi told Council approximately 84% of registered voters in the Borough turned out to vote in November which is stating it was an excellent turnout.

OLD BUSINESS: Mr. Barrasse informed Council in about a week the old F350 pickup truck will be posted on the Municibid website noting the truck has a plow and spreader.

PERSONNEL: Mr. Williams informed Council there will be an executive session to discuss personnel issues.

EXECUTIVE SESSION: Sessions started at 8:20 P.M. to discuss personnel issues ending at 8:53 P.M. Mr. Williams motioned to award Paula Thompson a one (1) time payment of \$600 for her efforts during the COVID-19 pandemic, seconded by Ms. Igoe. All in attendance voted in favor.

MOTION FOR ADJOURNMENT: Mr. Barrasse entertained the motion to adjourn the meeting. Ms. Igoe motioned to adjourn the meeting at 9:00 P.M. All in attendance voted in favor.


Joanne Culbertson, Secretary/Treasurer

CLARKS GREEN BOROUGH COUNCIL MEETING

November 12, 2020

Agenda

7:00pm Zoom Meeting

1. Call to Order – Mr. Barrasse
2. Pledge of Allegiance
3. Roll Call – Secretary Culbertson
4. Mayor’s and Police Report – Mayor McGraw
5. Public Comment
Visitors should state their name and address. Comments limited to 3 minutes.
6. Zoning Report – Mr. George Parker
7. Finance Committee – Mr. Hughes
Treasurer’s Reports and Bill Approval
Sewer Delinquencies and Payments – Q3 2020
2021 Proposed Budget - Adoption
8. Buildings & Grounds Committee – Mr. Toms
9. Public Works Committee – Mr. Rinaldi
Correcting misinformation concerning Wayco Contracting provided the public at the Council Work Session.
10. Personnel Committee – Mr. Williams
Executive Session will be held after New Business
11. Refuse & Recycling Committee – Ms. Igoe
Complaint letter response
12. Health & Safety Committee – Dr. Coehran
Voting day safety recap
13. Old Business
Listing of the F350 truck on the Municibid website
14. New Business-
15. Adjournment

NOTE TO VISITORS: Please sign the attendance sheet and indicate if you wish to observe the meeting or to address Council, stating the agenda topic on which you would like to comment. Thank you.