

**CLARKS GREEN BOROUGH  
COUNCIL MINUTES  
SEPTEMBER 21, 2022**

**CALL TO ORDER:** President Rinaldi called the meeting of the Clarks Green Council to order at 7:00 P.M. with the Pledge of Allegiance.

**ROLL CALL:** Secretary Culbertson conducted roll call. The following were present: Mr. Egan, Mr. Toms, Ms. Igoe, Mr. Williams via conference phone, and Mr. Rinaldi were present. Ms. Wanchisen joined the meeting at 7:15 P.M.

**ABSENT:** Mr. Curran

**VISITORS:** Ben Freda, Abington Journal, CSPD Officer Frozzolini, Mary Moore, 113 Glenburn Road, Eloise and Dorian Butovich, 100 S. Abington Road and Rick Williams, 208 Maple Street

**APPROVAL OF MINUTES:** Ms. Igoe motioned to accept the minutes of the August 17, 2022 Council meeting seconded by Mr. Toms. Mr. Williams, Ms. Igoe, Mr. Toms, Mr. Egan and Mr. Rinaldi voted in favor.

**PUBLIC COMMENT:** Eloise Butovich, 100 S. Abington Road, distributed a packet of information containing communication documents with George Parker, Zoning and Code Enforcement officer for Clarks Green Borough. Ms. Butovich told Council she has no issue with Mr. Parker but feels that their project must move along faster and is looking for help from Council members. She stated a permit application was submitted and the Planning Commission had a hearing on the application. The Planning Commission cited required revisions for the process to move forward. Ms. Butovich stated she had reach out to Mr. Parker. She stated she provided the revised documents by drawing onto the original sketch adding to the original drawing previously submitted noting it would be a big expense for her to have an architect do the revisions. Zoning Officer Parker had requested clarifications on the architectural and construction plans concerning tables for the café and the loading dock. Ms. Butovich then provided her interpretation of the Borough Zoning Ordinance sections she felt were applicable which did not require the information requested. Ms. Butovich gave her opinion regarding the requirement for a Penn DOT Highway Occupancy Permit which she feels is unnecessary because of the prior use of the property. Solicitor Weinschenk addressed some of the issues raised, stating the applicant presented the Planning Commission with a preliminary sketch plans and then the Planning Commission noted more information such as the restaurant area, kitchen area to seating area and the flower shop area, storage, restrooms, number of employees and parking lot spaces was needed to complete the application. Solicitor Weinschenk further stated he has not seen the revised plans but noted there are two (2) issues which needed to be addressed. One, while a flower shop business is a permitted use but you're a restaurant is a conditional use which must be approved by Borough Council. A conditional use requires review by the Planning Commission and approval by the Borough Council noting it doesn't matter what percentage of the retail space is used for the restaurant. Solicitor Weinschenk additionally detailed the ADA requirements for public restrooms bathrooms. Solicitor Weinschenk along with Mr. Rinaldi reiterated there are certain regulations that developers have to comply with and there's a uniform construction code inspection that will need to be done before an occupancy permit can be issued. Both suggested either an architect or an engineer will be needed to provide the additional necessary information. Solicitor Weinschenk informed Ms. Butovich and Council that a letter has been drafted by Mr. Parker explaining in detail what information is required to move the project forward. Rick Williams representing the Abington Council of governments (ACOG), addressed Council by stating the ACOG will be meeting October 6<sup>th</sup>, the first time since March of 2020. Mr. Williams ask to reserve the Council Chambers the first Thursday of every month,

except July and August for ACOG meetings. Mr. Williams told Council the five (5) Boroughs are well represented, and those representatives want to reconvene the Council. He noted the cable TV franchise agreements are due to expire. Mr. Williams informed Council the Shade Tree Commission has published a two (2) sided newsletter which will be provided to the Borough for distribution with the annual leaf bags. Mr. Williams stated he witnessed a terrible road rage at the intersection of Abington Road and emailed Chief Yarns but had not heard back from him. A discussion took place about SAPA and Mr. Williams stated the recent meeting was positive and feels SAPA is going to eventually come to fruition the first of the year.

**POLICE REPORT:** CSPD Officer Frozzolini briefly reviewed the monthly report. Councilwoman Wanchisen mentioned that several residents complained about commercial truck traffic using Highland Avenue to avoid the Clarks Summit Business District traffic while noting she believes no trucks allowed on Highland.

**TREASURER'S REPORT AND BILL APPROVAL:** Mr. Rinaldi reviewed the distributed Budget vs. Actual comparing balances to last month and last year. The Treasurer's report was presented by Mr. Rinaldi and filed for audit. Current fund balances are as follows:

General Fund Checking	\$	679,094.08
Capital Fund Money Market		126,472.23
Sewer Fund Checking		431,529.45
Sewer – FNCB CD #200469681		76,412.18
Sewer – Wayne Bank CD #80049035		76,974.99
Sewer – Wayne Bank CD #80021603		53,206.65
Sewer – Wayne Bank CD #80044088		50,150.22
State Funds Checking		<u>168,485.98</u>
Total Checking/Savings	\$	1,662,325.78

Mr. Rinaldi entertained a motion to accept the Treasurer's report and ratify the payment of the bills. Ms. Igoe motioned, seconded by Mr. Williams. Mr. Toms, Mr. Egan, Ms. Wanchisen, Mr. Williams, Ms. Igoe and Mr. Rinaldi voted in favor. Mr. Rinaldi entertained a motion to renew Wayne Bank CD #80044088 maturing September 26, 2022 and FNCB CD #200469681 maturing September 30, 2022. Ms. Wanchisen motioned, seconded by Ms. Igoe. Mr. Williams, Mr. Toms, Mr. Egan, Ms. Igoe, Ms. Wanchisen and Mr. Rinaldi voted in favor.

**PERSONNEL:** Mr. Rinaldi told Council next on the agenda the Borough would consider the hiring of a new DPW laborer, Matthew Trentacosta at an hourly rate of \$18.50. Mr. Rinaldi informed Council a situation had developed concerning the COVID vaccination status. He explained that during the interview process Mr. Trentacosta stated he was not vaccinated but did not want that to interfere with the possibly of a job offer stating if he was hired, he would get the vaccination. After the position was offered to him he told the Borough Manager that he had changed his mind over the weekend after discussing with his family. Mr. Rinaldi asked Council's position in this matter. Ms. Wanchisen told Council she personally thinks DPW employees should be vaccinated noting he will be compromising his fellow employees. All of Council agreed. Mr. Rinaldi asked for a motion to hire Matthew Trentacosta as a DPW Laborer. No member of Council made a motion to hire Mr. Trentacosta. Mr. Rinaldi told Council that Council should update our current policy on COVID vaccination requirements to make clear vaccination is necessary for employment in the Borough DPW. All Council agreed.

**MOTIONS:** Mr. Rinaldi told Council the Borough would like to apply for a LSA Grant to obtain funding to replace the last of old dump trucks. Mr. Rinaldi stated applying for this grant we will need Resolution No. 4 of 2022 to proceed along with the quotes obtained from Gibbons Ford and Powell's

Sales and Service in the amount of \$115,000 noting the deadline September 30, 2022 and grant will be submitted by our consultant, Sara Hailstone. Mr. Rinaldi introduced Resolution No. 4 of 2022.

**Borough of Clarks Green  
Lackawanna County, Pennsylvania  
Resolution No. 4 of 2022**

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**BE IT RESOLVED**, that the Borough of Clarks Green, Lackawanna County, Pennsylvania, hereby requests a Local Share Account Fund (Gaming Funds) Monroe County Grant in the amount of One Hundred Fifteen Thousand Dollars (\$115,000.00) from the Commonwealth Financing Authority to be used for the Clarks Green Borough – Dump Truck Purchase.

**BE IT FURTHER RESOLVED**, that the Borough of Clarks Green does hereby designate David Rinaldi, President of Borough Council, and Joseph Barrasse, Mayor, as the officials to execute all documents and agreements between Clarks Green Borough and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

Joanne Culbertson, duly qualified Secretary of the Borough of Clarks Green, Lackawanna County, Pennsylvania, hereby certifies that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Council of the Borough of Clarks Green at a regular meeting held on September 21, 2022 and said Resolution has been recorded in the Minutes of the Borough of Clarks Green and remains in effect as of this date.

**NOW THEREFORE**, intending to be bound hereby the authorized officials of the Borough of Clarks Green have affixed their signatures to the foregoing.

ATTEST:

By: /s/ Joanne Culbertson  
Joanne Culbertson, Secretary

BOROUGH OF CLARKS GREEN  
By: /s/ David Rinaldi  
David Rinaldi, President of Borough  
Council

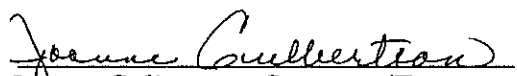
Ms. Igoe motioned to apply for the LSA Grant to replace the old dump truck by approving Resolution No. 4 of 2022, seconded by Mr. Toms. Ms. Igoe, Mr. Toms, Ms. Wanchisen, Mr. Egan, Mr. Williams and Mr. Rinaldi voted in favor. Mr. Rinaldi stated we have not received proposals to purchase the Borough Building surveillance cameras, access technology and new computers for the Borough building yet. Hopefully, a proposal will be available for Council's consideration next month. Mr. Rinaldi entertained a motion for an additional \$500 be allocated to the Shade Tree Commission to cover the fall tree order. Mr. Rinaldi told Council the Commission has \$579 in their account from previous years and the 2022 budgeted amount of \$1,400. Mr. Egan motioned to allocate the additional \$500 to the Shade Tree Commission, seconded by Ms. Wanchisen. Ms. Igoe, Mr. Toms, Ms. Wanchisen, Mr. Egan, Mr. Williams and Mr. Rinaldi voted in favor.

**EXECUTIVE SESSION:** Mr. Rinaldi asked the public in the audience to leave the room for a brief time for a discussion concerning the interaction between an Clarks Green official and the Clarks Summit Police Department. Executive session started 8:10 P.M. and ended 8:15 P.M.

**MAYOR'S REPORT:** Mayor Barrasse talked about the current inflation presenting to Council a piece of literature from a financial trade publication magazine suggesting whether it's to individuals, or whether it's to municipalities, to keep an eye on reducing discretionary expenses. Mayor Barrasse told Council wage inflation is the leading cause of this inflationary cycle noting our wages are going up and typically it doesn't revise lower mentioning the article states wages stays up and that is what drives the market.

**OTHER BUSINESS:** Mr. Rinaldi updated Council on the 2022 Paving Project stating the Borough had received a change order in the amount of \$32,500.12 noting the contract price was \$111,589.94 and the total adjusted contract price to date is \$79,089.82. Mr. Rinaldi and Council members discussed the leaf bags preparation, flyers and distribution. Ms. Wanchisen offer to get some volunteers from Our of Lady Peace School to help with both activities. Mr. Rinaldi reminded Council the DPW laborers will deliver the bags on Friday to the residents on the state roads. It was decided Saturday, October 1st will be the distribution day and Wednesday and Thursday of that week will be the preparation days. Mr. Rinaldi told Council the work session in October will be devoted to preparing for the 2023 budget noting all Council members have been given a budget worksheet asking for their input concerning decreases or increases in the various categories. Mr. Rinaldi told Council the preliminary budget has to be available for public inspection for thirty (30) days before it is adopted. Mayor Barrasse kindly asked if the Mayor's report can coincide with the police report. Mayor Barrasse stated under the Mayor's powers under section A of section 1123 the general rules the mayor shall have full charge and control of the chief of police. Mr. Rinaldi stated the mayoral powers were the subject of a solicitor's opinion in January and since the Borough and reminded him the Borough does not have a police force but rather a contract with Clarks Summit Police Department which solely provides the Mayor of Clarks Green will be given a monthly police report. Mr. Rinaldi stated he was placed at the end of the agenda this month to encourage him to attend for the entire meeting since he has been leaving meetings early and Council needed the executive session to discuss his public statement about the CSPD conducting an investigation in the Borough which placed the police, and community in potential danger. Mayor Barrasse apologized for leaving early at the July meeting stating it was necessary.

**MOTION FOR ADJOURNMENT:** Mr. Rinaldi entertained the motion to adjourn the meeting. Mr. Toms motioned to adjourn the meeting at 8:40 P.M., seconded by Ms. Igoe. All in attendance voted in favor.

  
Joanne Culbertson, Secretary/Treasurer

CLARKS GREEN BOROUGH  
COUNCIL MEETING  
AGENDA  
October 19, 2022  
7:00 PM

1. Call To Order and Pledge of Allegiance – President Rinaldi
2. Roll Call - Secretary Culbertson
3. Motions to approve the Council Meeting Minutes September 21, 2022
4. Public Comment
5. Police and/or Fire Report
6. Mayor’s Report.
7. Review of Borough Financials, Budget vs. Actual Report and Motion to pay bills.
8. Hiring of Kenneth Lynch, Clarks Summit, Pa as DPW Laborer at a rate of \$18.50 per hour retroactive to October 10, 2022.
9. Review of 2023 Proposed Budget. Motion to introduce 2023 proposed budget and advertise for public comment prior to adoption at December 2022 Council Meeting.
10. Consideration of purchase of surveillance cameras and building access for the Borough Office building from Appel Technology Solutions, LLC 615 George St Ste 1 Throop, PA in the amount of \$21,160.00.
11. Consideration of Borough participating in the Pennsylvania Department of Human Services (DHS) Low-Income Household Water Assistance Program (LIHWAP), that began on January 4, 2022.
12. Other Business/discussion. Pa DOT sink hole issue discussion.
13. Motion to Adjourn.

**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.**