

**CLARKS GREEN BOROUGH
COUNCIL MINUTES
JULY 19, 2023**

CALL TO ORDER: President Rinaldi 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. Egan, Mr. Nealon, Ms. Igoe, Mr. Williams, Mr. Curran, Mr. Rinaldi, Mayor Barrassé and Solicitor Weinschenk were present.

ABSENT: Mr. Toms.

VISITORS: CSPD Officer Yetkowskas, Ben Freda, Abington Journal, Alan Hughes, 408 Gordon Dr., Leah Rosenkrans and Bridget Nealon, Murphy, Dougherty & Company.

APPROVAL OF MINUTES: President Rinaldi entertained the motion to accept the minutes of the June 21, 2023 Council meeting. Ms. Igoe motioned, seconded by Mr. Curran. Mr. Williams, Ms. Igoe, Mr. Nealon, Mr. Egan, Mr. Curran and Mr. Rinaldi voted in favor.

PUBLIC COMMENT: No public comment.

POLICE REPORT: CSPD Officer Yetkowskas reviewed the monthly police report. Officer Yetkowskas reported the Department is still continuing with the DUI patrolling grant. Officer Yetkowskas informed Council there has been four (4) dog incidents with the same dog and fines have been imposed. Officer Yetkowskas reported on some traffic accidents and noted Frontier is horrendous regarding response times for any wires down. Officer Yetkowskas informed Council they have been assisting the Borough DPW with traffic control during painting the Borough's crosswalks.

MAYOR'S REPORT: Mayor Barrassé told Council he has been in contact with Chief Yarns regarding the dog issue. Mayor Barrassé stated he wanted to recognize and welcome a guest in the audience a longstanding former Councilmen, Alan Hughes.

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	\$	779,542.38
Capital Fund Money Market		128,046.79
Sewer Fund Checking		539,238.39
Sewer – FNCB CD #200469681		76,488.61
Sewer – FNCB CD #200845158		50,000.00
Sewer – Wayne Bank CD #80049035		76,974.99
Sewer – Wayne Bank CD #80021603		53,339.83
Sewer – Wayne Bank CD #80044088		50,302.14
State Funds Checking		<u>216,525.00</u>
Total Checking/Savings	\$	1,970,458.13

Mr. Rinaldi entertained a motion to accept the Treasurer's report and ratify the payment of the bills. Ms. Igoe motioned, seconded by Mr. Egan. Mr. Curran, Mr. Nealon, Mr. Williams, Ms. Igoe, Mr. Egan and Mr. Rinaldi voted in favor.

2022 AUDIT REVIEW: Leah Rosenkrans, partner at Murphy, Dougherty & Co., presented the 2022 Audit to Council introducing Bridget Nealon, CPA the field auditor assigned the Borough. Ms. Rosenkrans stated it is an auditor's responsibility to express opinions on the financial statements generated from an audit. The Borough Audit was conducted in accordance with generally accepted auditing standards. The annual finding continues Ms. Rosenkrans as the Borough has not inventoried its infrastructure assets resulting in an inability to record depreciation while noting due to the Borough's size, from a cost benefit standpoint the auditors do not recommend it nor is it necessary. Ms. Rosenkrans told Council revenue for the year was \$793,000 and expenses

were \$658,000 making net income \$135,000. Ms. Rosenkrans noted the Borough budgeted approximately \$692,000 in revenue and received actually \$793,000 resulting in a surplus of \$101,000 over budgeted expenses while Borough expenses were \$20,000.00 less than anticipated. Ms. Rosenkrans stated the Borough Administration does a fantastic job of keeping expenses down and maximizing revenue. The Borough continues to remain debt free continuing the Borough's excellent fiscal position. Ms. Rosenkrans thanked Ms. Culbertson for doing a fantastic job including preparing for the audit.

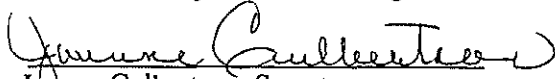
MOTIONS: Mr. Rinaldi open the floor for the discussion on the Borough's deposit accounts expressing the opinion the Borough's interest generated from those accounts is less than other deposit vehicles which could provide a higher return. Ms. Culbertson told Council, NBT Bank is offering a rate of 4.50%/4.59 yield on money market accounts affording us a higher rate of interest with the flexibility of accessing funds. After a brief discussion, Council agreed to place some of those funds in higher yielding accounts. Mr. Williams motioned to open both a municipal money market account for the general and sewer fund, seconded by Ms. Igoe. Mr. Egan, Ms. Igoe, Mr. Nealon, Mr. Williams, Mr. Curran and Mr. Rinaldi voted in favor. Mr. Rinaldi entertained a motion to authorize payment for the Bobcat skidster's brushes in the amount of \$8,192.53 and apply for Reimbursement on the awarded LSA Grant. Mr. Rinaldi told Council the current invoice covers the cost for the skidster's sweeper and gutter brushes. Mr. Curran motioned to authorize payment to Clarks Equipment Co. / Bobcat Co. in the amount of \$8192.53 and to apply for reimbursement from the Borough's remaining LSA Grant funding, seconded by Mr. Egan. Mr. Williams, Mr. Curran, Ms. Igoe, Mr. Nealon, Mr. Williams, Mr. Curran and Mr. Rinaldi voted in favor. Council then considered the annual purchase of leaf bags for Borough residential properties. Ms. Igoe motioned to authorize the purchasing of leaf bags at the cost of \$4,397.76 to Pabco Industries, seconded by Mr. Egan. Mr. Nealon, Ms. Igoe, Mr. Egan, Mr. Curran, Mr. Williams and Mr. Rinaldi voted in favor. Mr. Rinaldi reported to Council recently people are dumping old furniture and trash by the Borough's dumpster including yard waste. Mr. Rinaldi stated the dumpsters are only for flattened cardboard. Mr. Rinaldi informed Council the newly installed surveillance system recorded the individuals. Council then considered signage for the area. Ms. Culbertson receive quotes for the purchase of warning signs to make people aware of the Borough surveillance system and informed the public that Borough dumpsters are only for cardboard. Mr. Rinaldi entertained a motion to purchase signage at the cost of \$401.66 from Fast Signs. Ms. Igoe motioned, seconded by Mr. Egan. Mr. Williams, Mr. Egan, Mr. Curran, Ms. Igoe, Mr. Nealon and Mr. Rinaldi voted in favor. Mr. Rinaldi told Council Monday, July 17th bids were open for the 2023 Borough Paving Project and Stafursky Paving was determined as the lowest responsible bidder submitting a bid of \$235,735.50. Solicitor Weinschenk told Council the original bid proposal had an incorrect total tabulation but that irregularity can be waived since the total unit prices amounted to the low bid amount of \$235,735.50 and the legal advertisement allows for Council to waive irregularities. Ms. Igoe motioned to authorize the awarding of the lower bid for the 2023 Greenbrier Paving Project to Stafursky Paving Co. in the amount of \$235,735.50, seconded by Mr. Williams. Mr. Nealon, Ms. Igoe, Mr. Curran, Mr. Williams, Mr. Egan and Mr. Rinaldi voted in favor. Mr. Rinaldi entertained a motion to amend the current agenda to add an additional item for consideration stating Ms. Culbertson received a quote on the Stormwater Informational Pamphlets to be delivered with the bags. Ms. Igoe motioned to amend the July 19, 2023 agenda adding the authorization of purchase the Stormwater Pamphlets, seconded by Mr. Egan. Mr. Nealon, Ms. Igoe, Mr. Curran, Mr. Williams, Mr. Egan and Mr. Rinaldi voted in favor. Thereafter, the invoice did not include the freight charges. Council did not act on this issue.

EXECUTIVE SESSION: Mr. Rinaldi called for executive session to discuss a personnel matter. Started 8:07 P.M. ended 8:21 P.M. Upon reconvening, President Rinaldi entertained a motion to amend the agenda after the Executive Session to consider separating a DPW employee from Borough employment prior to the conclusion of the employee's probationary period. Ms. Igoe motioned, seconded by Mr. Egan. Mr. Curran, Ms. Igoe, Mr. Nealon, Mr. Egan, Mr. Williams and Mr. Rinaldi voted in favor. Mr. Egan motioned to end Mark Holeva's employment as a DPW laborer, seconded by Ms. Igoe. Mr. Nealon, Mr. Curran, Mr. Egan, Ms. Igoe, Mr. Williams and Mr. Rinaldi voted in favor.

OTHER BUSINESS: Mr. Rinaldi open the floor for the discussion on the draft bid package for the refuse & recycling contract that had been distributed by Solicitor Weinschenk. Solicitor Weinschenk told Council based on comments from the last meeting, the proposed draft contains two alternatives: bid forms carts are provided limited bulk pickup provided by the contractor; and the other, unlimited bulk pickup. Solicitor Weinschenk informed Council the draft bid package provision, section 3.5, requiring contractors to bring recyclables to the Lackawanna Recycling Center and section 3.2 have been highlighted and stated this section deals with the Borough's dumpster for recycles and the dumpster located at the Masonic Lodge along with four (4) trash containers. Questions arose asking why and if they even still exist. Ms. Culbertson stated she will research if various containers still exist and will notify the Solicitor of the findings. Council agreed that Section 3.5 can be

eliminated. Solicitor Weinschenk told Council he will make the necessary adjustments to the draft bid package for the next meeting. Finally, Mr. Rinaldi discussed the street damages caused by the utility companies noting the recent work done by the water company at Evans and Clark Street and the complaints that had been received. Mr. Rinaldi asked the Solicitor if a letter can be sent the PUC addressing these concerns. Solicitor Weinschenk suggested the Borough should address concerns with the water company first.

MOTION FOR ADJOURNMENT: Mr. Rinaldi entertained the motion to adjourn the meeting. Ms. Igoe motioned to adjourn the meeting at 8:32 P.M., seconded by Mr. Egan. All in attendance voted in favor.


Joanne Culbertson, Secretary

**CLARKS GREEN BOROUGH
COUNCIL MEETING
AMENDED AGENDA
July 19, 2023
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 June 21, 2023
4. Public Comment.
5. Police Report.
6. Mayor’s Report.
7. Review of Borough Financials, Budget vs. Actual Report and Motion to pay bills.
8. Murphy Dougherty CGB 2022 Audit presentation and acceptance. Consideration of Murphy Dougherty proposal for audits Borough 2024, 2025 and 2026 audits. Discussion on changing Borough checking accounts to money market accounts.
9. Authorizing payment for Skid steer brush attachment in the amount of \$8192.53 and authorization to apply for reimbursement from skid steer Grant Award.
10. Discussion and authorization to purchase leaf bags for 2023 and signage for DPW yard.
11. Award of lowest responsible bid for the 2023 CGB Paving Project.
12. Consideration of proposals for Borough Office Building back-up generator.
13. Review of Solicitor’s draft of bid package for future Refuse contract.
14. Executive Session: Personnel Matter.
15. Approve employment separation with DPW laborer.
16. Consideration and authorization to purchase Stormwater pamphlets from Cooper Printing, Inc.
17. Other Business/discussion. Borough issues with Utility companies (street damages and area without service).
18. 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**