

**CLARKS GREEN BOROUGH
COUNCIL MINUTES
AUGUST 21, 2024**

CALL TO ORDER: President Egan 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. Nealon, Mr. Pryle, Ms. Igoe, Ms. Lucas, Mr. Egan, Mayor Barrasse and Solicitor Weinschenk. Ms. Trushina via phone.

ABSENT: Ms. DeFlice

VISITORS: Rosalie Warner, 245 E. Grove St., Mary Moore, 113 Glenburn Rd., Ben Freda, Abington Journal, Don & Bridget Melia, 200 Squirrel Run, CSPD Officer Thomas Kerrigan, Emily Shedlauskas, Abington Heights High School Mock Trial team, Joseph Healey, Amishi Amit, Serena Mokhtari, Ava Shedlauskas, Advisors, Jody Healey, Coaches, Jen Tarr and Amy Kelly.

APPROVAL OF MINUTES: President Egan entertained a motion to accept the July 17, 2024 minutes. Ms. Lucas motioned, seconded by Ms. Igoe. All voted in favor. President Egan entertained a motion to accept the July 29, 2024 minutes. Ms. Igoe motioned, seconded by Ms. Lucas. All voted in favor.

ABINGTON HEIGHTS HIGH SCHOOL MOCK TRIAL TEAM: President Egan recognized the AHSD Mock Trial Team stating it was a remarkable accomplishment and thanked them for attending the Council meeting. He then introduced Mayor Barrasse. Mayor Barrasse stated that he was so happy that they could attend the meeting. Mayor Barrasse stated Clarks Green Borough wants to congratulate the team by presenting a Proclamation for winning the 2024 National Mock Trial Championship thanking them again for the tremendous job they did making us so proud. A picture was taken by Ben Freda, reporter from the Abington Journal.

PUBLIC COMMENT: Don Melia, 200 Squirrel Run, reported on his water issue at his residence noting he had been in contact with Mayor Barrasse and Council member, Olga Trushina with pictures and documents supporting his problem. Mr. Melia stated he had done homework on his situation and referenced October 2021 minutes. Mr. Melia told Council that this is a Borough problem and the water runoff from South Abington Township and it seems everyone is passing the buck and no resolution is taking place. Mr. Egan stated he has a scheduled meeting with the Borough engineers next week and this will definitely be brought up and investigated. Mr. Egan asked if he can forward the information to him that was sent to the other officials. Mr. Egan promised him that he will look into this issue noting you may or may not be satisfied on what we are going to do but we will try to find a solution. Rosalie Warner, 245 E. Grove St complained about a traffic problem on Nelson St. noting at one time it was alley but now, it is a busy street and the new business office that has just been built adds to its congestion. She told Council she is concerned that two (2) cars cannot use this road at the same time. Mr. Egan asked Mayor Barrasse to contact CSPD Chief Yarns to discuss. A brief discussion took place for the possibility of making it a one-way street.

POLICE REPORT: No report CSPD Officer Kerrigan had to leave the meeting due to an accident.

MAYOR'S REPORT: Mayor Barrasse told Council he had talked to CSPD Chief Yarns reporting that a truck hit the light located on Grove St. Route 6 and the pole will need to be replaced and the ETA will be sixteen (16) to twenty (20) weeks. Mayor Barrasse informed Council on a water issue located at 109 Clark Street, property is owned by Bill Fuhr. Mayor Barrasse asked that it be on record that Mr. Fuhr works for PennDot, Bridge Maintenance Supervisor and has offered his assistance noting he is very knowledgeable. A discussion took place concerning the work PennDot did in response to earlier water issues at Fairview Road and Clark Street.

SOLICITOR REPORT: Solicitor Weinschenk had nothing to report with the exception of the Resolutions stated on the agenda.

BOROUGH MANAGER REPORT: Ms. Culbertson reported the leaf bags have been delivered and the invoice has been received in the amount of \$4,397.76. Ms. Culbertson informed Council leaf bag distribution for 2023 was the first week of October and asked if that will be the timeframe for the 2024 distribution. She questioned if there will be any specific documents with this distribution. Ms. Trushina stated she would like to distribute a pamphlet from the Shade Tree Commission. Ms. Culbertson reported the Borough has been reimbursed from the PA Small

Water and Sewer Grant in the amount of \$137,295. Ms. Culbertson told Council the Borough Engineers have submitted the Multimodal Transportation Grant and she is currently working with Lackawanna County on the two (2) LSA Grants for the paving of the municipal parking lot and the emergency generator. Ms. Culbertson reported that she is working with NBT Bank on the recent fraudulent activity on the various Borough accounts noting the two (2) ICS accounts had to be closed and new accounts had to be issued. Also, she informed Council the Capital account had some fraudulent activity. Ms. Culbertson stated both Paula Thompson and I received training on Positive Pay procedure which we send a file to the NBT bank showing the checks written in which the bank checks before submitting payment.

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

General Fund Checking	\$	496,679.99
General Fund ICS MM		260,986.45
Capital Fund Money Market		106,248.82
Sewer Fund Checking		195,732.82
Sewer Fund ICS MM		260,997.07
Sewer – FNCB CD #200845158		52,843.08
Sewer – Peoples CD #10003154		76,758.85
Sewer – Wayne Bank CD #80049035		80,447.67
Sewer – Wayne Bank CD #80021603		53,634.01
Sewer – Wayne Bank CD #80044088		53,297.06
State Funds Checking		<u>264,339.47</u>
Total Checking/Savings	\$	1,901,965.29

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

MOTIONS: Mr. Egan entertained a motion to approve payment to PABCO for the leaf bag purchase in the amount of \$4,397.76. Ms. Igoe motioned, seconded by Ms. Lucas. All voted in favor. Mr. Egan asked Solicitor Weinschenk to read Resolution No. 4 of 2024 and Resolution No. 5 of 2024.

RESOLUTION No. 4 of 2024
Borough of Clarks Green
Lackawanna County, Pennsylvania

A RESOLUTION APPROVING THE SUBMISSION OF LOCAL SHARE ACCOUNT MONROE COUNTY GRANT APPLICATION FOR PAVING OF THE MUNICIPAL PARKING LOT AND CLARK STREET ENTRANCE

WHEREAS, the Borough of Clarks Green (the “Borough”), desires to undertake a paving project for the Borough’s Municipal Building parking lot and Clark Street entrance (the “Project”) estimated to cost \$173,250.00 and to submit a grant request the funds; and

NOW THEREFORE, BE IT RESOLVED, that the Borough of Clarks Green, Lackawanna County, Pennsylvania hereby approves the submission of a Local Share Account Monroe County request in the amount of \$173,250.00 to be used for the Project.

BE IT FURTHER RESOLVED, that the Borough does hereby designate William Egan, President of the Clarks Green Borough Council, and Joanne Culbertson, Borough Manager, as the officials authorized to execute and deliver all documents and agreements relating to the application and to facilitate and assist in obtaining the requested grant.

THIS RESOLUTION is adopted by the Clarks Green Borough Council this 21st day of August, 2024.

ATTEST:

BOROUGH OF CLARKS GREEN

/s/ Joanne Culbertson
Joanne Culbertson, Secretary

By: /s/ William Egan
William Egan, President,
Clarks Green Borough Council

Mr. Egan entertained a motion to adopt Resolution No. 4 of 2024 for paving improvements for the municipal parking lot & entryway. Ms. Igoe motioned, seconded by Mr. Nealon. All voted in favor.

RESOLUTION No. 5 of 2024
Borough of Clarks Green
Lackawanna County, Pennsylvania

A RESOLUTION APPROVING THE SUBMISSION OF LOCAL SHARE ACCOUNT MONROE COUNTY GRANT APPLICATION FOR THE PURCHASE AND INSTALLATION OF AN EMERGENCY GENERATOR

WHEREAS, the Borough of Clarks Green (the “Borough”) desires to acquire and install an emergency generator for the Borough’s Municipal Building located at 104 North Abington Road, Clarks Green (the “Project”) estimated to cost \$49,140.00 and to submit a grant request the funds; and

NOW THEREFORE, BE IT RESOLVED, that the Borough of Clarks Green, Lackawanna County, Pennsylvania hereby approves the submission of a Local Share Account Monroe County request in the amount of \$49,140.00 to be used for the Project.

BE IT FURTHER RESOLVED, that the Borough does hereby designate William Egan, President of the Clarks Green Borough Council, and Joanne Culbertson, Borough Manager, as the officials authorized to execute and deliver all documents and agreements relating to the application and to facilitate and assist in obtaining the requested grant.

THIS RESOLUTION is adopted by the Clarks Green Borough Council this 21st day of August, 2024.

ATTEST:
/s/ Joanne Culbertson
Joanne Culbertson, Secretary

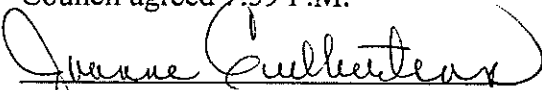
BOROUGH OF CLARKS GREEN
By: /s/ William Egan
William Egan, President,
Clarks Green Borough Council

Mr. Egan entertained a motion to adopt Resolution No. 5 of 2024 for purchase & installation of an emergency generator. Ms. Igoe motioned, seconded by Mr. Nealon. All voted in favor.

OTHER BUSINESS: Ms. Trushina told Council she wanted to add to the Melia water problem stating this is not the first time she had heard of water problems in the municipality and wants to research other municipalities to see what they do in similar situations. She told Council she had attended the Commissioner breakfast with Ms. Igoe and there was a representative from South Abington Township that acknowledged these issues and seemed open to some sort of dialogue. Ms. Trushina stated she was aware of the Borough accounts being hacked and wanted to remind everyone to be cautious when opening attachments from unknown senders. Mayor Barrasse informed Council on his notification to retain marriage fees and asked Ms. Culbertson to file the document. Mayor Barrasse introduced a document showing a typical budget calendar and asked Ms. Culbertson to circulate the calendar to Council noting the importance of the timelines. Mayor Barrasse reiterated on the importance of transferring money to the Capital fund. Mayor Barrasse talked about the importance of emergency management and the appointment of an Emergency Coordinator and the possibility of inviting him to the next work session. Ms. Culbertson

reminded Council that no one has completed the two (2) FEMA courses that are necessary for receiving money from the federal government for emergencies.

MOTION FOR ADJOURNMENT: Mr. Egan entertained the motion to adjourn the meeting. All of Council agreed 7:59 P.M.


Joanne Culbertson, Secretary

CLARKS GREEN BOROUGH
AGENDA
AUGUST 21 , 2024
7:00 PM

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE** – President Egan
2. **ROLL CALL** – Secretary Culbertson
3. **MOTION TO APPROVE COUNCIL MEETINGS MINUTES:** July 17, 2024 and July 29, 2024
4. **PRESENTATION of the PROCLAMATION:** Abington Heights High School Mock Trial Team
5. **PUBLIC COMMENT**
6. **POLICE REPORT**
7. **MAYOR’S REPORT** – Mayor Barrasse
8. **SOLICITOR REPORT** – Atty. Weinschenk
9. **BOROUGH MANAGER REPORT:** Ms. Culbertson
10. **EXECUTIVE SESSION** – Legal /personnel issues
11. **REVIEW OF BOROUGH FINANCIALS, BUDGET VS. ACTUAL AND MOTION TO PAY BILLS.**
12. **MOTIONS:**
 - Approve payment to PABCO for the leaf bag purchase for \$4397.76.
13. **OTHER BUSINESS:** Discussion on leaf bag distribution. Date of delivery to residents along with documentation.
14. **OTHER COMMENTS/CONCERNS:**
15. **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. Speakers are allowed 3 minutes each for comments. Thank you.