

2016 NEWSLETTER

TUNKHANNOCK BOROUGH

126 Warren Street
Tunkhannock, PA 18657
(570) 836-1548
FAX 836-9006
Email: tunkboro@ptd.net
Website: tunkboro.com

EMERGENCY AGENCY CONTACT NUMBERS:

Police: Tunkhannock Borough Police Department: Emergency: 911; Non-Emergency: 836-3369

Fire: Triton Hose Company #1: Emergency: 911; Non-Emergency: 836-2590

Ambulance: Tunkhannock Ambulance: Emergency: 911; Non-Emergency; 836-534

FROM THE MAYOR'S DESK:

Tunkhannock Borough Police Department: The department is doing a good job in spite of having four full time officers and restricted use of two part time officers. We still have all the crimes and problems that we have had over the past 20 years. They will respond to an estimated 876 calls for help and 600 enforcement calls for criminal, domestic, parking, traffic, etc., and patrols of 19,200 miles in the Borough, in addition to all the court appearances. With all of this we will need to use overtime at times to cover all that will be going on. At times we will the back up of other police departments if they are available! In August of 2003, we had seven officers that we could depend on, plus Chase our police dog. Times have changed.

Riverside Park: Again with the efforts of our volunteers the Park has been maintained in an excellent manner. The entrance to town has been improved and looks good by Diane Secor and the mowing and upkeep of the Park by Omar Camacho and his helpers, Sharon Appleby, Jerry and Lori Bogedin. Sam Elias will be putting up the Ice Rink for winter skating, the Saturday after Thanksgiving.

Tunkhannock Borough Department of Public Works: The Department continues to do an excellent job of keeping the Borough clean and looking good. I hear many positive comments about their work performance and how good the Borough looks. From the line painting in the spring to plowing snow in the winter and picking up the many tons of trash in the clean-up and normal garbage every week, all is positive, they continue to do a great job.

BOROUGH PROJECTS/ACTIVITIES: The following paragraphs are intended to provide a brief overview of recent projects and activities, such as capital improvements, equipment purchases, administrative actions, and other items of interest:

Tax Reduction - 2016: In an era where just being able to “hold the line” on taxes is seen as an exception to what has become the general rule, we are pleased to announce that the Borough was able to reduce our 2016 Real Estate Taxes by a total of two mills.

Arbitration Settlement: A long standing issue and pending arbitration over Police Department (PD) manning issues were recently resolved to the satisfaction of both parties (without having to go through the formal arbitration hearing). The principal issue, having a force of five full-time officers (Borough position) versus four (PD position) and the authority for determining same, was resolved at four when the PD agreed that Council retains the authority to determine PD manning levels, in return for Council’s agreeing to establish a Deferred Retirement Option Plan (DROP). Under the DROP, officers who meet established retirement criteria would be allowed to remain on the force for no more than three additional years (at the officer’s current salary level **but** at no additional cost to the Borough) while their retirement monies would be retained in a separate account (due and payable at the end of the DROP term). The parties are now in the process of finalizing the administrative details of the agreement.

Police Department Repairs/Upgrades/Purchases:

- **Restrooms:** We recently completed a renovation of both PD restrooms, including all new fixtures, floor and ceiling tile replacements, and upgraded furnishings.
- **Emergency Egress Door Replacement:** The Department’s emergency exit door, which was in a non-serviceable condition, was recently replaced.
- **SUV Purchase:** The Borough recently had the opportunity to acquire, at a very favorable price, a low mileage, used (police-rated) SUV, which will be used primarily to aid and assist in winter weather operations. The addition of the SUV replace an aging replace an aging unit of the Department’s fleet. When in service, it will help assure the ability of the Police to quickly and safely respond to all emergencies and better serve our citizens.
- **Sewer Line Repair:** This past winter, a blocked (unrepairable) sewer line was replaced.

Retaining Wall Replacement: As most have now seen, replacement of the retaining wall (between the Borough parking lots on Bridge Street, across from the Post Office) was completed in November and looks great. The previously existing concrete wall, which was believed to have been more than 80 years old, was structurally failing and in danger of collapsing, and which, therefore, constituted both a hazard to the public and a liability to the Borough. The work was performed by Sproul Construction of Clarks Summit, PA, in collaboration with Milnes Engineering, and was completed on time and with minimal inconvenience to the community. As with most major infrastructure projects, the Borough had planned for this project and the associated costs for several years.

Change of Employee Pension Plan Management: The Borough maintains two pension plans, one for uniformed (full-time police officers), the second for non-uniformed (all other full-time) employees. Borough Council, via its Pension Advisory Committee and in conjunction with the employees, is in the final stages of changing Management companies for both. The new advisors will be under the auspices of the Pennsylvania State Association of Boroughs. All employees were consulted and agreed to the changes, which are being completed through an elaborate process prescribed by Pennsylvania Act 44). We expect that the new company will provide enhanced responsiveness to our needs, while also delivering sustained plan growth.

Furnace Replacement: Recently, after several years of nursing (with near equal parts of bubble-gum, rubber bands, and a dose of prayer) our building's former oil burner, we were able to replace that 1950s era heating dinosaur with a high efficiency, propane-fueled boiler (capable of conversion to natural gas). The work was completed on time and within budget, under formal contract with Scranton Electric, in collaboration with Milnes Engineering. This major upgrade and accompanying significant cost (approximately \$185,000 [\$153,000: labor, material, fees, etc.; engineering: \$32,000]) had been under study and the subject of planning for over six years. This much needed addition promises significant savings in terms of both fuel consumption and maintenance costs.

Sewer Line Replacement: A collapsed sewer line in the Department of Public Works work area was recently replaced.

Dump Truck Purchase: The Borough was recently able to contract (through the State's competitive purchasing program) for a new dump truck to replace one of our two such vehicles, which was over 15 years old and was reaching the point of non-serviceability. As per State law, the replaced vehicle will be sold through a competitive bid process.

Tenant Rental Space: Our tenant (A Better Today – a social services organization) recently contracted with us to rent additional space for counselling activities. The agreement will enhance their ability to serve their clients, while also providing additional revenue to the Borough.

Main Floor Level Door Installation: A new security door, separating the Borough's spaces from those of our tenant, was recently installed.

Security Window-Manager's Office: To enhance the physical security of the Borough's administrative spaces, a secure, shatter-proof transaction window was recently installed.

Storm-Water Management/Repairs/Enhancements: The Borough continues to address deficiencies in many of our aging/failing storm-water systems. Over the past months, we have repaired/installed the following:

- New storm drain on Bridge Street near Redfield Street and Digger Drive;
- New Storm drain and culvert on Turnpike Road;
- Installed a new drainage field on recently (FEMA-acquired) property on McCord Street.

QUESTIONS/COMMENTS/SUGGESTIONS: If you have any questions about, comments on, or problems with Borough services or issues, please call Borough Manager Dawn Welch at (570) 836-1548 between the hours of 8:00 a.m. and 4:00 p.m., Monday, Tuesday and Thursday; 8:00 a.m. to 3:00 p.m. on Wednesday; and from 8:00 a.m. to Noon on Friday. After hours, please leave a message on our voicemail and your call will be returned. If you would prefer to address your question/comment/suggestion directly to the Council, please contact the representative(s) of your Ward (listed below) or email/fax the Borough Manager at tunkboro@ptd.net or (570) 836-9006. On the other hand, if you wish to do so, please come to a Council Meeting. These are normally held on the first Thursday (at 7:00 p.m.) of each month in the Borough Building, 126 Warren Street.

MAYOR

Norman Ball: (570) 836-3324

WARD 1

Robert Robinson (570) 836-3952
Stacy Huber (570) 760-6019

WARD 2

Lisa Tesluk (570) 406-7442
Ben Barziloski (570) 881-8344

WARD 3

Joe Myers: (570) 836-4077
Ruth Vincenti:(570) 836-3373

WARD 4

Marshall Davis: (570) 836-1548
Scott Douthett: (570) 836-8013

We also recommend checking our website (**tunkboro.com**), which has ordinances, meeting minutes, forms and permit applications, and other useful information.

COUNCIL MEETINGS: The Monthly meetings are normally held on the first Thursday of each month at 7:00 p.m. in the Council Chambers. The 2016 schedule follows:

January 4 (Monday, as per State law)	February 4
March 3	April 7
May 5	June 2
July 7	August 1 (Monday due to Triton Carnival)
September 1	October 6
November 3	December 1

2016 HOLIDAY SCHEDULE:

New Year's Day	Friday, January 1
Presidents' Day	Monday, February 15
Good Friday	Friday, March 25
Memorial Day	Monday, May 30
Independence Day	Monday, July 4
Labor Day	Monday, September 5
Veterans Day	Friday, November 11
Thanksgiving	Thursday, November 24
Christmas Eve (1/2 Day)	Friday, December 23
Christmas	Monday, December 26
New Year's Eve (1/2 Day)	Friday, December 30

REGISTRATION OF RENTAL UNITS: In accordance with the provisions of Tunkhannock Borough Ordinance 2009-5*, Landlords of rental properties within Tunkhannock Borough shall provide the following information to the Borough Office on or before March 15 of each reporting year:

1. The reporting individual or entity's name and address.
2. The full name, address, and unit number of those adult individuals occupying dwelling units owned or within the management control of the reporting individual/entity as of January 1 of the reporting year.

*This ordinance may be viewed at the Borough Office or on our Website at tunkboro.com.

STREET NUMBERING REQUIREMENTS FOR RESIDENCES AND BUSINESSES: To assist/enhance emergency responsiveness (police/fire/ambulance), the Wyoming County 9-1-1 Street Naming and Addressing Policy manual requires that each residence, apartment, building, or "In Town" business display the address number as follows: numbers and/or letters not less than four inches (4") in height and contrasting in color with the background to which they are affixed, as near to the front entrance as possible and practical so that they are legible from the sidewalk (if any), the street, or opposite side of the street, day or night. Additional information may be found at wycopa.org/911readress.asp or tunkboro.com/ordinances.

2016 REFUSE FEES: For those who are paying their annual refuse fee (\$60.00) in two increments, the second installment is due not later than June 15th. Please plan to make payment by that date to avoid a late charge of \$25.00. Refuse Stickers are \$1.50 each and may be purchased at Peoples Neighborhood Bank, 83 East Tioga Street.

REFUSE: Refuse shall be drained of liquid, insofar as practicable, and be placed in colored plastic bags and not weighing more than 30 pounds*, securely tied or fastened and affixed with a garbage sticker issued by the Borough and placed for collection by the Borough at the curb, or curb-line of the property from which the waste was generated, not earlier than 8:00 o'clock of the evening prior to and not later than 6:00 o'clock in the morning of a scheduled collection day (normally each Tuesday**). Any waste not collected on the date scheduled for pick-up shall be properly stored until the next scheduled collection date. We ask that you wrap the sticker around the neck/top of the refuse bag, which will prevent a loss of the sticker.

*Refuse bags that exceed the 30 pound limit will not be picked up.

**In the event that a holiday or winter weather/other exigent situation coincides with a scheduled pick-up date, refuse collection will (normally) be postponed until the following workday.

Note 1: Additional information may be found in Borough Ordinance 2009-4, which is available on our website (tunkboro.com).

Note 2: The Pennsylvania Covered Device Recycling Act of 2010 (effective January 24, 2013) prohibits consumers from disposing of electronic devices such as: computers, laptops, monitors, and televisions. Accordingly, such devices will not be picked up by the Borough Crews during refuse, clean-up, or recycling collections. Please see Electronic Recycling Section below.

RECYCLING: (1) Glass, plastic, and metallic recyclables should be clean and dry, and placed in clear plastic bags (not weighing more than 30 pounds), securely fastened, and placed for collection by the curb/curb line of your property -- not earlier than 8:00 p.m. of the evening prior to and not later than 6:00 a.m., the morning of the scheduled collection day. (2) Paper and cardboard recyclables must be clean, dry, tied or bundled, and placed for collection as noted in Item (1) above. Any recyclables not collected on the scheduled date should be properly stored until the next scheduled pick-up date.

Note 1: Additional information may be found in Borough Ordinance 2009-4, which is available on our website (tunkboro.com).

Note 2: Please also see Electronic Recycling Section below.

ELECTRONIC RECYCLING: The Wyoming County Recycling Center (WCRC), 130 Township Drive (off SR92S), Tunkhannock Township, currently provides semi-annual recycling collection of electronic equipment such as: computers, laptops, monitors, televisions, and certain other devices on a semi-annual basis. The next scheduled collection dates are May 7 and September 17, 2016. Additional information may be found on the WCRC Website (wycopa.org/recycling.php) or 836-0729.

BRUSH PICK-UP/CHIPPING: If you have prunings/trimmings (not whole trees and/or large branches), to be picked up/mulched, please stack them neatly near the roadway (on the tree lawn/near the curb area, if possible) and the Borough Crew will remove them. **Note: Such trimmings will normally be picked up on Wednesdays.**

LEAF PICK-UP: Leaves should be piled/placed* on the tree lawn/curbside areas for pick-up (**not in the roadway, as rain events can result in their clogging the storm-drains**). Please have leaf piles in place for removal not later than November 20th for collection/removal on November 21st. After that date, leaves must be bagged for pick-up.

***We ask that no branches, building materials, stones, bricks, or other like objects be placed in the leaf piles,** as previous instances have placed our DPW Crew at risk for serious injury and have caused significant and costly damage to our specialized leaf collection apparatus.

BOROUGH CLEAN-UP: Items for pick-up should be in place by the curb/tree lawn area not earlier than two days prior to and not later than 6:00 a.m. of the applicable Monday morning. Note: We are unable to pick up the following: refrigerators, full cans of paint, tires, batteries, propane tanks, and building materials such as sheets of drywall, etc. Boards are acceptable, provided that they are cut into small sections and bundled. Ice makers, air conditioners, de-humidifiers, bottle-water coolers, etc., must have an accompanying certification from an authorized company or person attesting that the refrigerant has been removed and disposed of properly. **WE ASK FOR YOUR HELP AND SUPPORT IN NOT ALLOWING NON-RESIDENTS TO BRING ITEMS INTO THE BOROUGH FOR DISPOSAL/PICK-UP. THIS IS ILLEGAL AND INCREASES OVERALL COSTS SIGNIFICANTLY.**

Note 1: Due to cost factors and logistical considerations, we have found it necessary to: a) change from two clean-ups (spring and fall) per year to one (to be conducted during the month of June); and b) establish limits on the overall quantities to be picked up. Accordingly, we ask that the items placed for removal not to exceed the (approximate) size of a pick-up truck load, i.e., four feet by eight feet by two feet (4' x 8' x 2'). Should the size/quantities of the items you wish to have removed exceed this level, we ask that you contact the Borough Office to make separate arrangements for such removal. Your cooperation and understanding are greatly appreciated.

Note 2: Items, not exceeding 30 pounds weight, such as: a) small appliances (e.g., vacuum cleaners, microwave ovens, and/or similar devices) and not meeting the criteria discussed in the Electronic Recycling Section above; and other b) household materials, may be placed in cartons, refuse bags, etc., with refuse stickers affixed, for pick-up on any scheduled refuse collection day.

CLEAN-UP SCHEDULE: Ward 1: June 6; Ward 2: June 13; Ward 3: June 20; Ward 4: June 27.

OUTDOOR BURNING: As a reminder, Borough Ordinance 1994-3 places restrictions on outdoor burning. Some of the key provisions of this ordinance are provided for informational purposes: Burning is permitted only on Tuesdays, Thursdays, and Saturdays, between the hours of 9:00 a.m. and 5:00 p.m. **and only if no county, state, or other burning ban is in effect.** Fires must be covered by a screen or similar device that will contain the fire, sparks, ash, and cinders to the owner's property. Fires must be attended by a person, at least 18 years of age, at all times, and must be completely extinguished by 5:00 p.m. Only paper goods (e.g., letters, boxes, junk mail, soft drink packaging, advertising fliers, waxed cardboard, etc.) or other easily and cleanly burnable materials are considered acceptable for burning.

WINTER WEATHER OPERATIONS: During winter weather emergency conditions (snow accumulation of five or more inches, existing snow/ice conditions which make driving particularly hazardous, or upon declaration by the Mayor), on-street parking is limited on Snow Emergency Routes (SERs) (State Routes 6 and 29 and Borough streets that have signs designating them as SERs) as follows: parking is restricted to even-numbered days (between the hours of Midnight and 8:00 a.m.) on the even-numbered side of the street and odd-numbered days on odd-numbered side of the street. These restrictions are necessary to facilitate snow

plowing/removal and to enable emergency personnel to get to incident locations quickly and safely.

- Reminders:

- o When shoveling/blowing snow, please do not place the snow in the street.
- o Please ensure that snow and ice (if applicable) are removed from walkways within 24 hours after the conclusion of winter storm events (as per Tunkhannock Borough Code of Ordinances, Section 12-2011).

ZONING/FLOOD PLAIN MANAGEMENT: Should you have any questions and/or issues requiring information and/or assistance regarding permits, enforcement, etc., for zoning or flood plain matters, please contact Jere Woods, Borough Zoning Enforcement/Flood Plain Management Officer, at (570) 996-5538 (office) or (570) 760-3360 (cell) (please leave a message and your call will be returned) or via email at tbzoning@ptd.net.

Note 1: Zoning/Flood Plain permits, applications, and related paperwork/documentation are available at the Borough Office.

Note 2: The Borough Zoning and Flood Plain Ordinances are available on our website at tunkboro.com/ordinances.

Need-to-Know 2016 Shade Tree Information for Property Owners: The Tunkhannock Borough Shade Tree Commission will begin arranging tree pruning and tree removal contracts in February, 2016 for selected shade trees in Tunkhannock Borough tree lawns and public rights-of-way. Shade tree pruning consists of the removal of dead, dying, diseased and damaged tree branches. The 2016 pruning costs will be paid using funds from the Borough budget.

Shade tree removal consists of the removal of dead and diseased trees and remaining stumps. Tunkhannock Borough Shade Tree Ordinance 2014-2 specifies the property owner is responsible for the removal cost of the tree and stump in the tree lawn and public right-of-way abutting his or her property.

To help reduce the tree pruning costs for the Borough and the tree removal costs for property owners, the Shade Tree Commission will generate two contracts. Interested tree service contractors approved by the Commission will submit pruning and removal bids based on cost per tree. The tree service contractor(s) submitting the lowest total cost per contract will be selected.

Any Borough tree lawn and public right-of-way shade tree pruning and removal not included in a contract must be approved by Shade Tree Commission upon completion of the Shade Tree Work Permit Application by Borough property owner. To obtain more information about the contract process and to receive answers to questions, Tunkhannock Borough property owners are invited to attend a Shade Tree Commission meeting held the third Monday of every month at the Borough Office, 126 Warren Street at 7:00 PM.

Please call Shade Tree Commission Chairman Bob Daniels at 836-2846 for permit applications.

DOGS: As a reminder, it is unlawful to permit dogs to be left unattended within the Borough. Additionally, while being walked, etc., dogs must be under reasonable control and restraint by a leash or similar device, at all times. Those people walking dogs (with the exception of a blind person and his/her guide dog) are required to clean up any excrement deposited by their dogs.

Finally, dog owners are requested to be considerate of their neighbors by not allowing their pets to create a noise disturbance/violation through uncontrolled barking.

SERVICETO THE BOROUGH: In addition to our outstanding and dedicated work force, The Borough also relies heavily on dedicated groups of citizen-volunteers, who give so willingly of their time, energy, and expertise in fulfilling the many other duties and responsibilities that are so essential to our community. We once again wish to extend our sincere thanks and appreciation to these individuals who serve us all.

Planning Commission: Ned Slocum, Susann Barziloski, Patti Mead, Bill Wightman, Jody Post, and Dominic Talarico.

Zoning Hearing Board: Carl Penedos, Joe Santa, and Mark Monsey

Riverside Park Commission: Carolyn Inamoratti, Bob Inamoratti, Peg Ball, John Williams, Rich Bishop, Sam Elias, Jason Williams, and Jerry Bogedin

Shade Tree Commission: Bob Daniels, Bob Robinson, Jennie Pitkus, and Ingrid Rogler

Municipal Authority: Marshall Davis, Janet Shoemaker, Nancy Tinna, Eric Hueg, and Stacy Huber

Civil Service Commission: Robert Robinson, Jerry Marini, and Susan Elias

Wyoming County Parks and Trails Authority Representatives: Wendy Sweppenheiser, Sam Elias, and Bob Inamoratti

Vacancy Board: William Gaylord

Note: Volunteers are almost always needed to serve on one or more of these important groups. Should you be willing to “give something back” to your community through volunteer service, please contact the Borough Manager at 570-836-1548.

BUILDING/REMODELING/CONSTRUCTION/ZONING MATTERS: If you are going to do any work on buildings, you may need a permit from the Borough; and the work may need to be inspected as part of the Uniform Construction Code, which is administered by Bureau Veritas, which can be reached at 836-7196. Please note that, if applicable, the Borough Permit must be obtained prior to contacting Bureau Veritas