

**TUNKHANNOCK BOROUGH COUNCIL**  
**Regular Meeting**  
**June 1, 2017**

**Council President Stacy Huber called the Monthly Meeting of the Tunkhannock Borough Council to order in the Borough Building, 126 Warren Street, Tunkhannock, PA at 7:00 p.m. He led those in attendance in the Pledge of Allegiance to the Flag.**

**Present were: Mayor Norman Ball; Council Members Ben Barziloski, Stacy Huber, Joseph Myers, Lisa Tesluk, and Ruth Vincenti; and Borough Manager Dawn Welch. Absent: Council Members Marshall Davis, Scott Douthett, and Robert Robinson.**

**Others present were:** Citizens: Susan DiStadio, Michael DiStadio, and Harold May; and Wyoming County Press Examiner Reporter C.J. Marshall.

**On motion by Ruth Vincenti, seconded by Lisa Tesluk, move to approve the minutes of the meetings held on May 4, 2017 and May 17, 2017. Motion carried unanimously.**

**On motion by Ben Barziloski, seconded by Joseph Meyers, move to approve payment of the bills. Motion carried unanimously.**

**Public Privilege of the Floor:** There were no comments made.

**Finance and Administration Committees:**

**Act 205 Actuarial Cost Study - Police Pension Fund:**

President Huber reported: "Earlier this year, as has been discussed in earlier Council Meetings, we ascertained the need to conduct an actuarial cost study as regards our Uniformed Pension Plan (to be conducted by our Pension Advisors). Among the items determined by the study was that the Plan had substantial accrued funding liabilities, which date back several years. Based on the foregoing, Council, in conjunction with the Finance and Pension Committees, Legal Counsel, and the aforementioned Pension Advisors, embarked on a course of action to address these matters. Initially, as recommended by our advisors, this would involve securing a short-term loan to initiate a process with the State to allow the recalculation and restructuring of our payment schedule. It was noted that a final plan may involve additional steps, which will be addressed as we go forward."

It was also noted that Council has, in the interim, received a financing proposal from Peoples Security Bank (PSB), which our Solicitor has recommended we accept. This proposal was distributed to Council earlier; thus, Council President requested a motion to approve the financing proposal from PSB, in an amount not to exceed \$320,000.

**On motion by Ben Barziloski, seconded by Ruth Vincenti, move to approve the Financing Proposal from Peoples Security Bank & Trust, in an amount not to exceed \$320,000. The motion carried unanimously.**

**Proposed Natural Gas Service:**

We have been advised that the funds for the required engineering study were approved by the County Commissioners for action by their Industrial Development Authority.

**Transportation & Streets Committee (TSC):**

**Crack-Sealing:**

President Huber reported: "Last year, as you will recall, we completed roughly half of the required sealing of cracks in the Borough streets. We are proposing to complete the work, with the same contractor, who did a very good job for us at that time. I am, therefore, requesting a motion to authorize the contractor, Black and Green Landscaping, to perform the crack sealing work at a cost not to exceed \$9,800."

**On motion by Joseph Myers, seconded by Lisa Tesluk, move to authorize Black & Green Landscaping to perform the crack sealing work at a cost not to exceed \$9,800.00. Motion carried unanimously.**

**Building and Property Committee:**

**Storm-water Project:** Nothing to report

**Riverside Park Commission:**

Mayor Ball reported that the Park looks good. President Huber expressed his appreciation to the Park volunteers for all their efforts in maintaining this important facility.

**Police Department:**

Mayor Ball presented a summary of the Police Report for the Month of May 2017. Note: a copy of the report is on file in the Police Department.

**Planning and Zoning:**

**Hand-Break Holdings (HBH) Issue:**

As regards the Hand Break Holdings zoning issue, we are still awaiting a decision by the presiding judge. We understand (through the Zoning Hearing Board Solicitor) that a decision is not expected to be made until on or about June 26<sup>th</sup>.

### **Zoning Ordinance Re-Write:**

President Huber reported: "The last of the recommended changes to the Zoning Ordinance have been finalized by Consultant Carson Helfrich for inclusion in the document. With that in mind and for the purposes of having an integrated and consolidated product, thereby avoiding having a multi-page, patchwork document, I (in consultation with the Chairman of our Planning Commission) asked for an estimated cost to prepare a completed document. Carson estimated that this would require between 15 – 20 hours to prepare, at a cost of between \$1,275 and \$1,700. I would respectfully recommend that we go this route; and, toward that end, I would ask for a motion to approve having the Consultant prepare the document, at a cost not to exceed \$1,700."

**On motion by Joseph Myers, seconded by Ben Barziloski, move to approve having the Consultant prepare the document at a cost not to exceed \$1,700.00. Motion carried unanimously.**

### **Variance Hearing, June 21, 2017:**

The Zoning Hearing Board will meet on June 21<sup>st</sup>, here in the Council Chambers, to consider a request (by Walter Keppard of 21Susquehanna Avenue) for a variance from the provisions Section 501.6 of the Zoning Ordinance, as regards front yard setbacks to construct a deck-porch at said address.

### **Interim Zoning Officer:**

President Huber reported: "Last weekend, we learned (and as some of you may be aware) that our Zoning Officer (Jere Woods) recently suffered injuries that may preclude him from performing his duties for what is now an undetermined period. While this could be relatively short, we are obliged to have a qualified person available fill that role, as may become necessary. Manager Welch has been checking personnel availability, proposed compensation rates, and so forth, of potential candidates; but, a final determination for a recommendation to you has not been made as yet. With that in mind, I would ask that you authorize, by motion, Council President to make the appropriate interim hiring decision, when required, subject to terms, etc., to be determined at the time of hiring."

**On motion by Joseph Myers, seconded by Lisa Tesluk, move to have the Council President to make the appropriate interim hiring decision, when required, subject to terms, etc., to be determined at the time of hiring. Motion carried unanimously.**

### **Council of Governments (COG):**

Chairman Ben Barziloski reported there will be a COG meeting this month.

**Other Business:** Nothing to report

**Council Privilege of the Floor:** No comments.

**On motion by Ben Barziloski, seconded by Joseph Meyers, move to adjourn the meeting at 7:23 p.m. Motion carried unanimously.**

Respectfully submitted,

Dawn Welch,  
Borough Manager