

TUNKHANNOCK BOROUGH COUNCIL
Mid-Month Meeting
August 17, 2016

Council President Stacy Huber called the Mid-Month Meeting of the Tunkhannock Borough Council to order in the Borough Building, 126 Warren Street, Tunkhannock, PA at 2:00 p.m. He led those in attendance in the Pledge of Allegiance to the Flag.

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

Agenda Items:

Finance and Administration Committee:

Revolving Loan Fund: As Solicitor Paul Litwin represents both Tunkhannock Borough and Northern Tier Regional Planning & Development Commission (NTRP&DC), there is a potential conflict of interest therein. Therefore, the concurrence of both entities is needed to allow him to continue representing both agencies in this matter.

On motion by Ben Barziloski, seconded by Ruth Vincenti, move to continue the services of Solicitor Paul Litwin for the Revolving Loan Fund, in recognition of a potential conflict of interest with NTRP&DC, whom he also represents. Motion carried unanimously.

Police Department Budget Request: The unexpected retirement of Chief Roger Hardy resulted in: a) separation-related payments totaling \$18,030.40 that had not been budgeted; and b) the need for adjustments within the Police Department Budget, e.g., Officer-in-Charge (OIC) Keith Carpenter requested monies be transferred into the Part-Time (PT) Police Officers budget line.

On motion by Marshall Davis, seconded by Robert Robinson, move to transfer: a) \$10,000 from the General Fund (from the dividend payment from Kilmer Insurance) to Revenue for the Police; and b) \$3,000 from Police Healthcare to the PT Police Budget Line. Motion carried unanimously.

Pension Plans' Minimum Municipal Obligation (MMO): We have just received the Financial Requirement and MMO information for our Pension Plans for the 2017 Plan Year. Act 205 requires that the Chief Administrative Officer of the Pension Plan shall submit to the municipality's governing body the financial requirement of the pension plans for the following (2017) Plan Year. In that regard, our Pension Advisors (Thomas J. Anderson & Associates) recommended the following payments: a) Non-Uniform Plan: \$13,129; and b) Uniform Plan: \$80,514 (MMO based on the market value of assets).

On motion by Marshall Davis, seconded by Lisa Tesluk, move to approve \$13,129 for the Non-Uniform Plan and \$80,514 for the Uniform Plan. Motion carried unanimously.

Transportation & Streets Committee:

Storm-Water/Sanitary Sewer: Rachel Hauser, NTRP&DC, met with the Manager Welch, President Huber, and Councilman Davis regarding possible grant applications. To proceed, additional information will be needed from our Engineer, Milnes Engineering, Inc. (MEI).

Mayor Ball stated that “the Municipal Authority and the Borough were separated many years ago because the Authority wanted oversight of the maintenance of the sewer and water including storm-water. They did not want to be accountable to the Borough.”

Robert Robinson requested to know why we are having MEI provide a detailed cost estimate, when a recorded deed, dated May 10, 1963 states, among other things, "It is the intention to convey unto the Authority by this Deed the entire sanitary sewer collection system of the Borough of Tunkhannock, including all combined sanitary and storm sewers." He wanted it on record that authorizing MEI to do this work does not commit the Borough to the whole project. After much conversation, a motion was made.

On motion by Ben Barziloski, seconded by Marshall Davis, move to request that the Engineer provide detailed cost estimates and scope of work data for purposes of assisting in grant preparation and submission. Motion carried unanimously.

Eaton Township/Tunkhannock Borough Maintenance Agreement: Eaton Township Supervisor Paul Rowker has asked if we could establish a maintenance agreement for the street-lights on the Susquehanna River Bridge. This has always been based on a handshake arrangement, which has worked well; but, for the future, it is believed that a more formal arrangement would be appropriate.

On motion by Marshall Davis, seconded by Robert Robinson, move to have Solicitor Litwin prepare said agreement, with costs to be shared equally. Motion carried unanimously.

Building and Property Committee:

Triton Hose Company (THC) Siren: THC has determined that their siren and related support equipment/infrastructure (which are housed in/on the Borough Building) are no longer needed and should be deactivated. An estimate for this work, in the amount of \$1,656.15 to disconnect and deactivate the electrical and supporting components of the siren, was received from Don's Electrical & Plumbing Contracting.

On motion by Robert Robinson, seconded by Ruth Vincenti, move to hire Don's Electrical

& Plumbing Contracting, for \$1,656.15, to be paid from the Fire Fund. Motion carried unanimously.

Police Committee:

Mayor Ball reported that OIC Carpenter is presenting a written commendation to Patrolman Dustin Cokely for specific actions taken during a recent investigation, during which he went above and beyond the normal call of duty.

Chairman Marshall Davis reported that OIC Carpenter had done the background checks on the applicants for PT police officer positions. Formal interviews will be conducted on Tuesday, August 23rd. The Police Committee recommended the hiring of up to three PT officers.

On motion by Marshall Davis, seconded by Lisa Tesluk, move to hire up to three PT police officers. Motion carried unanimously.

Planning and Zoning:

A zoning hearing was conducted for Hand Break Holdings (HBH), LLC, which was appealing the Zoning Enforcement Officer's denial of Special Exception/Continuation of Non-Conforming Use for HBH's property at 21 West Tioga Street. The hearing was held on August 15th, at which said appeal was denied.

Council Privilege of the Floor:

President Huber reported that the "Not One More" Drug/Substance Abuse Event, held on August 11th at Courthouse Square, went well, with no traffic issues.

On motion by Robert Robinson, seconded by Ben Barziloski, move to adjourn the meeting at 7:25 p.m. Motion carried unanimously.

Respectfully submitted,

Dawn Welch,
Borough Manager