

**TUNKHANNOCK BOROUGH COUNCIL**  
**Reorganization/Regular Meeting**  
**January 4, 2016**

**Mayor Norman Ball called the Reorganization 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 Benjamin Barziloski, Marshall Davis, Scott Douthett, Stacy Huber, Joseph Myers, Robert Robinson, Lisa Tesluk, and Ruth Vincenti; and Borough Manager Dawn Welch.**

Others present: Wyoming County Press Examiner Reporter CJ Marshall (did not sign in); Citizen Susan DiStadio, and Police Chief Roger Hardy.

**Nomination and Election of Council President:**

**On motion by Joseph Myers, seconded by Lisa Tesluk, to nominate Stacy Huber as Council President. On motion by Robert Robinson, move to close nominations for President. With no other nominations having been made, the Chairman declared Mr. Huber to be elected, at which point the chair was transferred.**

President Huber thanked the Council for his appointment and added that it is an honor and a privilege for him to be able to serve the Council and the Citizens of the Borough.

**Nomination and Election of Council Vice President:**

**On motion by Marshall Davis, to nominate Robert Robinson as Council Vice President. On motion by Joseph Myers, move to close nominations for Vice President. With no other nominations having been made, the Chairman declared Mr. Robinson to be elected.**

**Other Appointments:**

**On motion by Robert Robinson, seconded by Joseph Myers, move to appoint the following for the Borough positions for 2016 and/or terms of office as indicated:**

Manager: Dawn Welch

Secretary: Dawn Welch

Treasurer: Dawn Welch

Wyoming County Tax Collection Committee: Dawn Welch

Assistant Secretary/Assistant Treasurer: Sheila Talcott; Paula Litwin

Open Records Officer: Dawn Welch

Solicitor: Paul Litwin

Engineer: Milnes Companies  
Building Permit/Flood-Plain Officer: Jere Woods  
Zoning Enforcement Officer: Jere Woods  
Sewage Enforcement Officer: Carlton Shupp, Jr.  
EMA Coordinators: Mayor Norm Ball; Alternate: Stacy Huber  
Planning Commission Member: Patty Mead (12-31-20)  
Riverside Park Commission: Sam Elias, Caroline Innamoratti, Chris Sheridan (12-31-18)  
Shade Tree Commission: Robert Daniels (12-31-20)  
Civil Service Commission (CSC): Susan Elias (12-31-21)  
COG Representatives: Benjamin Barziloski; Alternates: Joseph Myers and Dawn Welch  
Municipal Authority Board: Nancy Tinna (12-31-2020)  
Zoning Hearing: Carl Penedos (12-31-18) and Dominic Talarico (12-31-17)  
Vacancy Board: William Gaylord

**The motion carried unanimously.**

**At this point, the regularly scheduled monthly meeting commenced.**

**On a motion by Marshall Davis, seconded by Lisa Tesluk, the minutes of the December 3, and December 18, 2015 meetings were approved. Motion carried unanimously.**

**On motion by Robert Robinson, seconded by Ruth Vincenti, move to approve payment of the bills. Motion approved unanimously.**

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

**Finance and Administration Committee:**

President Huber reviewed actions/matters related to Triton Hose Company's request for an increase in the Fire Fund Tax Rate: "Due to timing considerations and other factors, Council was unable to address a proposed increase in the fire tax at our November meeting. It was, however, stated that, among other things, Council would consider re-addressing the matter, as is allowed by law, following the January Reorganization Meeting which. Since that time, a number of things have occurred:

- Additional information was requested of the Fire Company
- An informational meeting with Triton was requested and held, during which pertinent matters were presented and discussed:
  - An Eaton Township representative expressed general support for Triton's request
  - Lemon Township's position/intentions were and are unknown
  - Tunkhannock Township had already enacted a one mill increase in their Fire Tax
- Meetings of the Borough Council Finance Committee were held, the most recent of which was on December 29, with our Solicitor present
- All this leaves the Borough (as the Manager of the Fire Fund) in a quandary due to:
  - Lack of a binding, governing agreement/commitment with/among the municipalities

- A coordinated, agreed upon plan is needed---an ad hoc approach is not acceptable
- Without such, the Borough could be liable for large scale (\$1 Million+) capital costs
- In addition, no specific capital plan (short and longer range) has been presented, as to:
  - Types of apparatus or
  - Proposed cost or
  - Payment plan(s)/schedule(s)
- Other discussion items have since arisen:
  - Ownership of the apparatus
  - Responsibility for securing of loans, bonds, State coordination/approvals (as applicable)

It is our intent to move toward addressing these matters as quickly as possible, in consultation with legal counsel and the Fire Department, with an eye toward resolution of the issues and consummation of the aforementioned agreement. Scott, as Chairman of the Finance/Budget Committee, do you wish to add, correct, or otherwise supplement these comments?"

Chairman Scott Douthett expressed concurrence with President Huber's report.

President Huber asked if, once the agreements are in place, Council would consider approving up to one half (.5) Mill from the 2016 budget for Triton.

Mayor Ball requested to know how much time was needed to change the 2016 Budget. Manager Welch stated that, if required, such actions would have to be completed by February 15, 2016.

Marshall Davis asked for a consensus, not a motion of the Council, as to whether they would be willing to approve this later, if all the agreements were in place.

After considerable discussion, a motion was made.

**On motion by Robert Robinson, seconded by Benjamin Barziloski, move that Council approve the transfer, from an appropriate reserve account to be designated, of up to one half (.5) Mill from the approved 2016 Tunkhannock Borough Budget to the Fire fund, subject to securing a written, binding, and acceptable Triton Hose Company funding agreement and capital plan with Eaton, Lemon, and Tunkhannock Townships. Motion carried unanimously.**

President Huber reported the pension management transition (from Uninvest to the Pennsylvania State Associations of Boroughs (PSAB) has been completed. Also, this afternoon, we were advised that our health insurance provider, Highmark Blue Cross, had changed certain items, for which we need to obtain more information as to the details. He asked the Manager to try to ascertain this information. Once this is completed, we will likely need to present this to the Administration and Finance Committees for their review and possible action.

CSC Chairman Robert Robinson is still awaiting the test score results for the position of Police Department Sergeant.

**Department of Public Works (DPW) Committee:**

Chairman Robert Robinson reported that the new dump-truck should be here in two weeks.

### **Building and Property Committee:**

President Huber reported that, as of today, the final "punch-list" items for the Retaining Wall Project have been completed.

President Huber reported that we are still working with Triton regarding their fire siren. As of this time, the siren is deactivated. We plan to meet with their representatives soon to address its overall status and certain items that are in need of repair and/or replacement.

### **Riverside Park Commission (RPC):**

Mayor Ball reported that RPC Member Sam Elias found a donor for the skating rink liner.

### **Police:**

Chief Hardy presented a summary of the Police Report for the Month of December, 2015 and the 2015 Yearly Report. Note: a copy of the report is on file in the Police Department.

Robert Robinson inquired why there was such a dramatic increase in traffic accidents, while the number of traffic citations had notably declined. The Chief could not offer an explanation but was going to give it additional consideration.

### **Planning and Zoning:**

**On motion by Marshall Davis, seconded by Joseph Myers; move to accept Joseph Santa's resignation with regret. Motion carried unanimously.**

President Huber reported that the Planning Commission Meeting, scheduled for January 5<sup>th</sup>, with Zoning Consultant Carson Helfrich, whom Council contracted with to assist with re-writing our Zoning Ordinance, has been postponed due to a change in Mr. Helfrich's schedule. The meeting will be rescheduled in the near future.

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

A meeting will be held on January 12th.

**Other Business:** N/A

### **Council Privilege of the Floor:**

President Huber expressed his thanks and appreciation to all who volunteer their services on the many Borough boards, committees, commissions, etc.

President Huber will be providing a draft of committee assignments to the Council for review.

The Council and Mayor all welcomed Benjamin Barziloski as the newest member of the Council.

**On motion by Robert Robinson, seconded by Joseph Myers, move to adjourn the meeting at 7:55 p.m. Motion carried unanimously.**

Respectfully submitted,

Dawn Welch  
Borough Manager