

TUNKHANNOCK BOROUGH COUNCIL
Regular Meeting
October 6, 2016

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 7:00p.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, Joseph Myers, Robert Robinson, Lisa Tesluk, and Ruth Vincenti; and Borough Manager Dawn Welch. Absent: Council Member Scott Douthett.

Others present were: Citizens Michael DiStadio, Patricia Mead, and Ned Slocum; Wyoming County Press Examiner Reporter C.J. Marshall.

Administrative Remarks: None

Agenda Items:

On motion by Joseph Myers, seconded by Ruth Vincenti, move to approve the minutes of the meeting held on September 1, 2016. Motion carried unanimously.

On motion by Robert Robinson, seconded by Joseph Myers, move to approve payment of the bills. Motion carried unanimously.

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

Finance and Administration Committees:

Revolving Loan Fund:

Over the past months, Council has discussed establishing a Revolving Loan Fund to serve as a low interest loan program designed to financially assist commercial businesses and non-profit entities in the Borough with low interest loans for projects that revitalize the commercial area and business community. President Huber stated that Finance Committee Chairman Scott Douthett has done a great job in getting and keeping the project going; and, we are getting closer to being up and running. At this point though, Council should formalize a Revolving Loan Fund Committee, the members of which will oversee the program for the Borough. The Finance Committee recommends the following well qualified business and community leaders to serve in that capacity: Dan Gay, Gay's True Value; Amy Walsh, Peoples Security Bank; Mark Monsey, Greenwood's Furniture; Gina Severcool Suydam, Wyoming County Chamber of Commerce; and Council Member Scott Douthett. (Note: All have agreed to serve, subject to appointment by Council.)

On motion by Marshall Davis, seconded by Ben Barziloski move to appoint Dan Gay, Amy Walsh, Mark Monsey, Gina Severcool, and Scott Douthett. Motion carried unanimously.

It was noted that this program must be approved by the (State) Department of Community and Economic Development (DCED). Scott, in conjunction with our Solicitor, has prepared draft Program Guidelines covering types of loans eligible; the application process; interest rate policy; and other related items and submitted same to DCED for initial review and comment. Follow-on actions and program implementation will be dependent upon the response, comments, and guidance from DCED. With that in mind, we hope to have the program in place before the end of the year.

Triton Agreement:

It was noted that Council approved the Fire Protection Agreement with Triton some time ago. As an update, we were advised this week that the Triton Board had signed off on the agreement. This will mean that, effective next year (2017), our payment (i.e., the fire fund tax) will increase to 1.5 mills (versus the current 1 mill).

2017 Budget Preparations:

2017 Budget preparations, through the Finance Committee, have been under way since last month. Chairman Douthett believes that substantial progress has been made; and the Committee hopes to have it ready for Council's review in the very near future. The goal is to be able to be able to adopt the Budget at our December meeting.

2017 Insurance Proposal:

This week, we met with a representative of Kilmer Insurance to review their proposal for our coverage for next year. The proposal includes, among other things, real property assets, general liability, vehicles, and workers' compensation coverage. The proposal shows an overall increase of about \$4,000 over this year; however, \$3,500 of this (from \$35,240 to \$38,740) is for Workers' Compensation coverage --- an increase that had been anticipated.

Transportation & Streets Committee (TSC):

Bridge Lighting:

The Susquehanna River Bridge Lighting Repair Project is complete. The costs will be shared equally with Eaton Township. President Huber thanked Eaton Township and Supervisor Paul Rowker, in particular, for their initiative and cooperation in this matter.

DPW Committee Meeting:

Chairman Robert Robinson asked Council to check the two (decorative street) lamps (which were recently changed to light-emitting diode [LED] bulbs) in front of the Catholic Church

Rectory on Tioga Street and advise as to whether they prefer the dimmer or the brighter of the two. Eventually, we would like to replace the 84 lights with the LED lights.

Storm-water Issues:

Last month, in regard to the Storm-water Project near Slocum Avenue, President Huber stated that Borough Engineer Ned Slocum was working on a grant preparation package that would, upon completion, be forwarded for final compilation and submission to Northern Tier Grant Writer Rachel Hauser. That has since been done; and Ms. Hauser will be submitting the package to DCED prior to the grant close-out date of October 31st. Also, during the period since the last meeting, Mayor Ball, Engineer Ned Slocum, Municipal Authority Manager Roger Hadsall, and President Huber met with State Representative Karen Boback to seek her support for our grant application. Representative Boback expressed support for our proposal and stated that she would be willing to send a letter of support to DCED. Earlier today, Representative Boback did sign the letter, which has since been mailed. We remain hopeful that our application will be favorably considered. The cost break-down for the project follows:

Overall cost:	\$241,700
15% matching fee:	<u>-\$36,255</u>
Requested grant funding:	\$205,445

On motion by Lisa Tesluk, seconded by Ruth Vincenti, move to adopt Resolution 6-2016 PA Small Water & Sewer. Motion carried unanimously.

Building and Property Committee: Nothing to report.

Riverside Park Commission:

Mayor Ball reported that there is not much going on now; and we are awaiting the cold weather for the ice skating rink.

Police Committee:

Officer in Charge (OIC) Carpenter presented a summary of the Police Report for the Month of September, 2016. Note: a copy of the report is on file in the Police Department.

OIC Carpenter reported that September has been a month for training and updates, for both full-time and part-time officers.

Police Committee Chairman Marshall Davis was very pleased that OIC Carpenter had given him a signed copy of the Side Agreement to the Collective Bargaining Agreement (CBA) that allows part-time officers to work Community Highway Safety Patrol assignments. He, along with Council and the Manager, was very pleased to hear that the Police Association voted in favor of

consolidating the contents of the CBA.

On motion by Marshall Davis, seconded by Lisa Tesluk, move to have Council direct the President to sign the Side Agreement. Motion carried unanimously.

Planning and Zoning:

Zoning Ordinance Re-Write

With regard to the re-write of the Borough Zoning Ordinance and as stated in President Huber's recent email, action on the proposed revision to the Zoning Ordinance is being deferred, pending additional consideration of one issue related to "Parking" requirements. Toward that end, and before bringing the issue to Council, he planned to refer the matter to Council's Zoning Committee for review.

Hand Break Holding Issue

At last month's meeting, it was stated that the zoning appeal by Hand Break Holdings (HBH) had been denied by the Zoning Hearing Board. Since that time, HBH has received official notification of said denial. Should they choose to do so, HBH has 30 days (from the date of the notification) to file an appeal with the Court of Common Pleas.

Civil Service Commission:

On motion by Robert Robinson, seconded by Joseph Myers, move to appoint Charles Sands to the Borough Civil Service Commission to fill out the remainder of Gerardo Marini's term; December 31, 2017. Motion carried unanimously.

Council of Governments: The next meeting is October 11th.

Resolution:

We were recently advised by the Wyoming County Emergency Management Agency (EMA) of a follow-on (flood-related, disaster/hazard mitigation) program for buy-out, acquisition and demolition of additional residential properties damaged in the 2011 Flood. Only one property (on East Tioga Street, across from Van Duzer's) appears to be eligible. This morning, the property owner advised us of her intention to apply for this program. The next step would be to forward a letter of intent, via Resolution 7-2016, to County EMA to participate in this Hazard Mitigation Grant Program. A discussion followed, during which Marshall Davis expressed concerns about the timing of the application, the possible impact on the Borough, and related matters, if this property is accepted.

On motion by Ben Barziloski, seconded by Robert Robinson, move to adopt Resolution 7-2016. By a vote, 6 to 1, with Marshall Davis voting no, the motion carried.

Other Business: Nothing to report

Council Privilege of the Floor:

Council, Mayor, and Manager thanked Officer Carpenter for doing a great job as OIC of the Police Department.

Robert Robinson and Stacy Huber thanked Ned Slocum, Milnes Engineering, for doing a great job on the preparation work for the Storm Water Grant.

President Huber expressed thanks and appreciation to Municipal Authority Manager Roger Hadsall, who prepared the letter for State Representative Boback's signature in support of our Pennsylvania Small Water & Sewer Grant application.

On motion by Robert Robinson, seconded by Joseph Myers, move to adjourn the meeting at 8:05 p.m. Motion carried unanimously.

Respectfully submitted,

Dawn Welch,
Borough Manager