

SHICKSHINNY BOROUGH
GENERAL COUNCIL MEETING MARCH 6, 2018
MINUTES

The General Meeting of the Borough of Shickshinny Council was held on Tuesday, March 6, 2018, in the Council room of the Shickshinny Municipal Building. President Rosalie Whitebread called the meeting to order at 6:01 PM.

Per roll call, the following members of Council were present: Candice Kruczek, Chris Madl, Jeff Norcross, Jim Wido, and Rosalie Whitebread.

President Whitebread led the reciting of the Pledge of Allegiance and then welcomed others in attendance.

Others in attendance: Mayor Brenda Long, Borough Solicitor William Burke, Bobbi Titus, Chris Cawley, Aggie McDaniels, Valerie Bigelow, Donald Switzer, Nancy Beach, Jack Reese, Sr, Helen Ruffenach, Dawn Gregory, Joshua Gregory, Kathy Llewellyn, Stephen McDaniels, Stanley Helstowski, Michael Duda, Susan Schwartz, Art Zehner, Barry Belles, Sharon Belles, Jeffrey Noss, Rickey Noss, Barry Noss, Bonnie Federici, and Barb Rupert. Please note there may have been additional members of the community present, however, as they did not sign in, the minutes do not reflect their names.

President Whitebread asked if residents had any comments on agenda items. No comments were stated.

Mayor's Report

AYSO – there was no update on the American Youth Soccer Organization

Twin Cities Community Organization – Mayor Long explained the primary purpose of the organization is to host events for the children of Shickshinny and Mocanaqua and the surrounding areas, such as an Easter Egg Hunt, Movies in the Park, the Halloween Parade, and Christmas festivities. The first meeting of the group is Sunday, March 11, 2018, 3:00 PM. All are welcome to attend.

Motion made by Jim Wido/seconded by Jeff Norcross to accept the Mayor's report as presented. Motion carried by unanimous vote.

President's Report

President Whitebread noted that the Northwest Little League does not want to maintain the baseball field and will contact us if circumstances change.

The PennDot pedestrian signs will be available for pickup in April.

President Whitebread had a discussion with Jim Bach when he delivered the plans for the FLT building about the sidewalks that were damaged when the PA Water Company did some water line repairs. Jim Bach will contact the water company regarding repair of the sidewalks.

President Whitebread contacted The Howard Company to fix the light on Glen Avenue. While here, they helped mount the new flags provided by Representative Toohil.

ICU Surveillance did the installation of the surveillance system and the new microphones.

President Whitebread provided an update on the lease of the 2nd floor for the Magistrate/District Court. The lease expired December 2013 and no increases in rent have occurred since that time. A new lease is being drafted as well as a calculation of the back funds owed to the Borough.

President Whitebread noted that, per PennDOT, the Bartoli Bridge can reopen.

President Whitebread contacted the Red Rock Job Corps regarding assistance from the residents to clean up the Borough. She will need to contact them again with the dates requested. Art Zehner has been asked to inventory a few items that will be needed.

Motion was made by Jeff Norcross/seconded by Candice Kruczek to accept and approve the President's Report. Motion carried by unanimous vote.

Code Officer's Report

Rick Harmon resigned prior to the meeting. There was a verbal exchange between Mr. Harmon and Sharon Belles.

Zoning Officer's Report

Larry Frace submitted a letter of interest in the Shickshinny Zoning Officer, Code Officer, and Property Maintenance position. Jeff Norcross asked for a comparison with Rick Harmon's cost. It was stated that Rick was reimbursed at a rate of \$25/hour. Larry Frace's rate is \$350/month.

Motion made by Jeff Norcross/seconded by Jim Wido to appoint Larry Frace as the Borough Zoning/Codes/Property Maintenance Officer. The motion carried by unanimous vote.

Solicitor's Report

Attorney Burke asked whether or not the District Attorney was in touch regarding the evidence locker. Bobbi Titus stated an initial call was received.

A sample lease for the vacant lots was provided for Council's review and comments. Two different property types exist – FEMA and CDBG. Preapproval from each entity should be obtained. The Secretary should contact our insurance carrier to ensure the Borough is covered from any liability and that the lease contains the required language from the insurance carrier. The lease included a clause for no unlicensed vehicles on the property. Jeff Norcross asked if the Luzerne County ordinance on vehicle storage was passed and expressed concern that this

lease does not conflict with the Luzerne County ordinance. Attorney Burke will check on this issue. Rosalie Whitebread stated that she understood that a carport, without walls, can be erected on the property, but can only have a gravel driveway – no pavement. FEMA/CDBG and floodplain guidelines must be followed. All Council agreed.

Ashburn Advisors

Chris Cawley stated that an amendment to the LSA grant for the LED Street Lights Project is needed to extend the contract termination date from 6/30/18 to 6/30/19 and this is part of the normal process.

There was discussion on Crary, Chestnut, and Rockview Street repairs needed and whether or not items could be substituted for the restroom grant funds in the pending LSA grant. Chris indicated that changes can be made to the scope of the grant, however his advice is to wait until the grant is awarded.

CFA Multimodal Grant is accepting applications from 3/1/18 through 7/31/18. Major change in this grant is that most require match of funds, but this one does not.

DCNR grant is due 4/11/18 and requires a resolution to proceed.

GTRP grant is due 5/31/18 requiring a 15% match. A meeting will be needed as soon as possible to address the desired approach.

Please note: While President Whitebread attempted to schedule a special meeting to discuss the grants, Chris Madl stated that he was resigning over the fire company issue. Mr. Madl stated that he always voted for the good of his town. He indicated he felt uncomfortable on the present Council because of the actions taken on the Shickshinny Fire Company. President Whitebread told Mr. Madl that there was no reason for him to resign, that the Council can work together, and the Fire Company did this on their own. At this time Mr. Madl vacated the Council table and his position.

It was agreed that a Special Meeting would be held on Thursday, March 15, 2018 for the grant discussion and for General Business Purposes to address the verbal resignation of Chris Madl. Bobbi Titus will advertise the meeting.

Motion made by Jim Wido/seconded by Jeff Norcross to accept the report from Ashburn Advisors. Motion carried. Yes votes: Kruczek, Norcross, Wido, Whitebread. Absent/vacant: Madl

Secretary/Treasurer's Report

Motion made by Candice Kruczek/seconded by Jim Wido to accept and approve the minutes of February 6, 2018. Motion carried. Yes votes: Kruczek, Norcross, Wido, Whitebread. Absent/vacant: Madl

Motion made by Jeff Norcross/seconded by Candice Kruczek to accept and approve the minutes of February 22, 2018. Motion carried. Yes votes: Kruczek, Norcross, Wido, Whitebread. Absent/vacant: Madl

Motion made by Jim Wido/seconded by Candice Kruczek to accept the bank balances as of 2/28/18 and ratify the February 2018 bills paid. Motion carried. Yes votes: Kruczek, Norcross, Wido, Whitebread. Absent/vacant: Madl

Bobbi Titus stated that the Liquid Fuels Payment in the amount of \$37,977.78 was received March 1, 2018.

The CDBG-DR invoice #1 for Brdaric in the amount of \$62,778.40, with a hold amount of \$15,694.60 until final inspection, was presented for signature to authorize the County payment. President Whitebread expressed concerns that the hold of \$15,000 was not sufficient to cover all sidewalk damage done during the demolitions.

Motion made by Jim Wido/seconded by Jeff Norcross to authorize payment to Brdaric. Yes votes: Candice Kruczek, Jim Wido, Jeff Norcross. No votes: Rosalie Whitebread Absent/vacant: Madl

The CDBG-DR invoice for final payment to Datam Products in the amount of \$4,977.50 was presented for signature to authorize the County payment.

Motion made by Jeff Norcross/seconded by Jim Wido to authorize payment to Datam Products. Motion carried. Yes votes: Kruczek, Norcross, Wido, Whitebread. Absent/vacant: Madl

Personnel Committee Report – Rosalie Whitebread read the advertisement for the part time Street Department Worker position, now vacant due to the resignation of Ralph Riker. Ron Vogelbacher has been filling in but does not intend to apply for this position.

Old or Unfinished Business

Fire Company Updates

President Whitebread read Resolution 2018-0003 that transferred fire services from Shickshinny Fire Company to the Mocanaqua Volunteer Fire Company and was passed at the February 22, 2018 meeting. President Whitebread asked residents if they had any questions.

Valerie Bigelow asked why this was done. President Whitebread explained that Council had requested documentation and it was not provided.

Kathy Llewellyn asked if this impacts the Fire Company responding to Union Township calls. President Whitebread stated she cannot speak for Union Township.

A resident asked if there was an audit of the Fire Company and could a copy of the audit be obtained. Attorney Burke stated that there was an audit. Bobbi Titus is the Right To Know Officer of Shickshinny Borough. Any requests for that information can be directed to Bobbi.

Reporter Susan Schwartz if Mocanaqua has been providing the fire protection services since February 22, 2018. Whitebread stated that yes, Mocanaqua has been providing coverage. Additionally, she asked about the related costs for their coverage. Bobbi Titus indicated preliminary information supports the costs will be less than previously provided.

Barry Belles stated that if documentation was needed from Shickshinny, did Mocanaqua have to provide documentation. To date, no documentation has been requested from Mocanaqua, however they indicated a willingness to provide information to Council upon request.

There were additional questions regarding who owns the fire company and the building and how fire calls would be dispatched.

President Whitebread explained that this was a safety issue, nothing else.

LED Lights – A denial letter from the insurance company representing the PA Water Company was received. The denial was based on information obtained from the PAOne Call report that there were no utility lines marked.

Motion made by Jeff Norcross/seconded by Jim Wido to obtain estimates for the repair of the flickering lights in front of the Municipal Building. Motion carried. Yes votes: Kruczek, Norcross, Wido, Whitebread. Absent/vacant: Madl

Family & Friends Hands On CPR Training – Bobbi Titus will schedule this event with Amy McDaniels.

New Business

Warrior Trail 5K – Barb Rupert informed Council that the 11th annual Warrior Trail 5K race will be held on April 7, 2018 @ 10:15 AM. It is expected that the race will bring approximately 300 participants to the area.

Resident Comments

Kathy Llewellyn expressed concern why a medical release was requested from a former employee before a return to work was approved, as not everyone has medical insurance. Council explained this was necessary to protect the employee and the Borough against future injury and worker’s compensation claims.

The meeting adjourned at 7:07 PM.

Respectfully submitted,

Roberta J. Titus, Secretary
Borough of Shickshinny