

SHICKSHINNY BOROUGH
SPECIAL GENERAL COUNCIL & GRANTS MEETING APRIL 12, 2018
MINUTES

A Special Meeting for General Business and Grant Planning purposes of the Borough of Shickshinny Council was held on Thursday, April 12, 2018, in the Council room of the Shickshinny Municipal Building. President Rosalie Whitebread called the meeting to order at 6:00 PM.

Per roll call, the following members of Council were present: Candice Kruczek, Jeff Norcross, Helen Ruffenach, 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, Bobbi Titus, John Ackerman, Chris Cawley, Jeff Noss, Lance Kittleson, Brian Swingle, Brian Phillips, Jule Moore, Aggie McDaniels, Kathy Llewellyn, Dawn Gregory, Joshua Gregory, Barry L. Noss, Sr., Tom Noss, Jr, Thomas Shoemaker, and Mike Shoemaker. 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.

GRANTS

LSA – HVAC \$75,000 of \$165,402 awarded – President Whitebread stated that the HVAC evaluation from Mike Duda was that we need a new furnace. Chris Cawley suggested trying to obtain a furnace for \$50,000 and use the excess funds for other needed building repairs. Once we get preliminary numbers for the furnace and plan for the other repairs, he can take it back to DCED. This will need to go through the public bid process. The grant allows a maximum of 10% for engineering costs and 3% admin costs. Council agreed that two estimates are needed. Castle Creations will submit one estimate and Jeff suggested an estimate from Pine Run. It was recommended that we get roof estimates from Red’s Roofing and AJ Roofing. Estimates are also needed for window repairs and Mesko Glass and Arrow Glass were suggested.

ACT 13 Recreational Grant - \$4,423.86 of \$6,752 award. Chris Cawley will send Council information on next steps. It was noted that if a COSTARS vendor is used, that items can be ordered without bids. Jeff asked if anyone knew someone with knowledge on backboards. John Ackerman recommended metal instead of fiberglass. Jeff suggested contacting Barry Shoemaker who handles maintenance for Northwest schools for his recommendations.

DCNR – Chris Cawley recognized John Ackerman for the amount of work he put into the design/drawing. The group reviewed the project design. Chris noted that under DCNR, if we already possess the title to the land, we cannot use the property as matching funds. There was

discussion on the Senior Wellness Park and that, with the various grants, both Phase I and Phase II could run simultaneously. It was also noted that at the end of every grant, a final completion report must be filed.

There was discussion on the material for the walkways – concrete vs. gravel.

All agreed to eliminate the 2 trees by the veteran's memorial and the 4 bushes in the corner.

Eliminate the projector.

Council would like 6 flag poles and to move all memorials together and place the Garrison Memorial in place of the projector.

John will revise the drawing based on discussion by Council.

GTRP – 5/31/18 deadline

An appraisal of the Knelly property is needed to submit with this grant.

A resolution will be needed for review at the April work session, as well as, action on the resolution at the May 8, 2018 meeting.

This grant will include the project for Phase II of the Senior Wellness Park. John Ackerman will price out Phase II, based on discussion with Council.

Brian Swingle and Brian Phillips discussed the Five Mountain Camping project to be included as a separate project in this application. There was discussion on campsite design, the needs for bathrooms, water, and electricity access. Maintenance of the bathrooms was also discussed and job johnnies vs. restrooms. John Ackerman suggested checking out Pocono Whitewater facilities. Jim Wido noted that Nescopeck Borough has a public restroom requiring minimal maintenance and uses a key system for access. John Ackerman confirmed that a public restroom can be constructed in a flood zone. Chris Cawley recommended having the ideas to present to Council for the April 26 work session and then Council will address the related resolution at the May 8 meeting.

Luzerne County CDBG Infrastructure Grant \$15M – Due 6/15/18

CFA Grant – The applications are now out for this grant and Shickshinny Borough qualifies. We have needs for street repairs and the demolition of two properties being acquired (Graham and Yapple). This grant will be planned in conjunction with the Luzerne County CDBG grant and can include the ADA corners for streets as required in Luzerne County. Can also reapply for the traffic lights not awarded under the recent LSA grant.

Scope of project includes

- Reconstruction of Rockview Road
- Reconstruction of Rockview Wall
- Reconstruction of Crary Street
- Reconstruction of the lower end of Chestnut Street

- Reconstruction of the alley off Grant Street – Garden Street
- Demolition of Graham and Yapple properties

Jeff stated that the priority would be the three roads, alley, and demolition.

John Ackerman will identify the areas and get cost estimates.

There was discussion on the street name of Irene Street.

John Ackerman will need 10 days to assemble the cost estimate.

A resolution will need to be addressed at the May 8 meeting. We may need a special grant meeting in mid-May to finalize the grant application.

Dirt, Gravel & Low Volume Road Program – Due 5/25/18 – Rosalie will identify the roads and stated that Garden and Irene Streets are both dirt roads, as well as, River Lane and Oak Lane. Jim Wido will attend the required training at the Woodlands.

Resident Issue – fallen tree

Tom Shoemaker is the property owner of 11 Nicely Street where a tree fell on 4/12/18. The tree caused considerable damage to two residences and is blocking the road. There is a dispute of the ownership of the property/tree, specifically whether the tree belongs to Mr. Shoemaker or Shickshinny Borough. After much discussion, President Whitebread suggested that Mr. Shoemaker work with the Code Officer and his insurance company on the ownership issue.

Old or Unfinished Business

Fire Company Updates

Ordinance No. 2018-0002 – This is a revision of Ordinance No. 2000-4 and will be advertised next week.

Bobbi Titus noted that the boat title and registration were located and the registration is not expired. It is valid through March 2019. Rosalie noted that a place was needed to store the boat.

Motion made by Candice Kruczek/seconded by Helen Ruffenach to move the rescue boat and trailer out of the Shickshinny Firehall. Motion carried by unanimous vote.

Jeff Norcross asked if the motor was still on the boat and whether or not the boat was on the Borough’s insurance. Bobbi will check the file.

Documentation was submitted to Luzerne County to nominate Jay Smith for the EMC position. The Radiation Emergency Grant needs submitted ASAP. Per David Elmore, the existing TV and computer were purchased via grant for the program. Jay Smith and Ron Rimsky will retrieve the items from the Shickshinny Firehall.

Northwest Little League – President Whitebread spoke with Eric Minor of the Little League and informed him that the baseball field is actually presently owned by the Northwest Little League, not Shickshinny Borough. She told Eric to contact Kay Wolfe for additional information.

Mature Worker's Luncheon – No one is scheduled to attend, as yet.

New Business

Flags on Shickshinny/Mocanaqua Bridge – A ceremony for the replacement of the flags on the bridge will be held on Friday, April 13, 2018 at 10:00 AM. State Representative Tarah Toohil will be in attendance. All are requested to attend.

Five Mountain Hardware – A letter was received from Five Mountain Hardware offering a discount on sales to Shickshinny Borough.

Motion made by Candice Kruczek/seconded by Helen Ruffenach to accept the discounted sales terms of Five Mountain Hardware. Motion carried by unanimous vote.

Motion made by Jeff Norcross/seconded by Candice Kruczek to purchase blades, hand tools, and vests from Five Mountain Hardware. Motion carried by unanimous vote.

Council recommended obtaining two quotes for those items not available at the discounted price from Five Mountain Hardware.

Resident Comments

Kathy Llewellyn expressed concern about changing the hours for summer for the Street Department due to the heat. President Whitebread explained that there is a need for the Street Department to be available into the afternoon as there are calls received from residents that require a timely response. Jim Wido stated that coverage is needed and if the weather is too hot, then more frequent breaks would be appropriate. He agreed there was a need for Borough coverage after 12:30 PM, as presently worked.

Jim Wido also stated that the garage looks great since Art and Ron have cleaned it up. He noted that the trucks are clean, inside and out, and he is very pleased. Jeff Norcross stated that Art and Ron deserve recognition for a job well done.

Motion made by Jim Wido/seconded by Jeff Norcross to adjourn the meeting. Motion unanimously carried.

The meeting adjourned at 7:50 PM.

Respectfully submitted,

Roberta J. Titus, Secretary
Borough of Shickshinny