

SHICKSHINNY BOROUGH
GENERAL COUNCIL MEETING APRIL 6, 2022
MINUTES

The General Meeting of the Borough of Shickshinny Council was held on Wednesday, April 6, 2022, in the Council room of the Shickshinny Municipal Building. President Jessica Bolles called the meeting to order at 6:00 PM.

Per roll call, the following members of Council were present: Rosalie Whitebread, Jim Wido, and Jessica Bolles. Joe Buchalski participated via teleconference. Absent was Kevin Kruczek.

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

Others in attendance: Mayor Jordan Madl, Attorney Sean Logsdon, Bobbi Titus, Sonny Kelchner, Kathy Llewellyn, Holly Morris, Kevin Morris, Barry Noss Sr., Eric Gotwalt, and William Reinhard.

President's Report

Tree Trimming – 38 N Main Street and 25 Conyngham Street – Tomassacci Tree will provide estimates next week.

Street Light Repair – corner of Furnace & Church Streets – Howard/Hayden Electric have scheduled the repair for Thursday, April 7.

Motion made by Jim Wido/seconded by Jessica Bolles to approve up to 25 hours/week, as needed, for Secretary/Treasurer. Yes votes: Wido, Buchalski, Bolles. No vote: Whitebread. Motion carried.

Motion made by Wido/seconded by Buchalski to pass Resolution 2022-0002 appointing Joann Blaine to tax collector as previously addressed at the January 2, 2022 meeting. Motion carried by unanimous vote.

Motion made by Whitebread/seconded by Bolles to accept and approve the President's Report. Motion carried by unanimous vote.

Mayor's Report

Motion made by Wido/seconded by Bolles to approve \$100.00 Donation for Borough Easter Egg Hunt. Motion carried by unanimous vote.

Motion made by Wido/Bolles to accept and approve the Mayor's Report. Motion carried by unanimous vote.

Engineer's Report – No report provided.

Zoning/Code/Property Maintenance Officer's Report – Ralph "Sonny" Kelchner provided Council and residents with a hardcopy monthly report and addressed the following:

There were no zoning or construction permits issued during the reporting period. One magistrate hearing is scheduled for May, with another magistrate case resolved by property owner paying double

the fine for zoning and UCC violations. He additionally reviewed the current Property Maintenance Issues and Violations list.

Sonny inquired about the status of the draft Set Back Ordinance. Sean will send draft ordinance and item will be added to next meeting agenda.

There was discussion on the tenant registration ordinance and a smoke detector ordinance, however the ordinance cannot be enforced if the code officer cannot go into the property to inspect. Residents commented on infringement of rights by mandating inspections. Discussion tabled.

Motion made by Wido/seconded by Bolles to accept and approve the Zoning Officer's Report. The motion carried by unanimous vote.

Solicitor's Report – Attorney Logsdon provided the following report:

Tree on Rockview Street – Further discussion on this matter will be handled in Executive Sessions.

Draft Ordinance - Removal of Diseased or Dangerous Trees – This draft ordinance will be added to the next work session agenda. Items to be discussed include cost to enforce and related budgeting, and inspection of Borough properties.

Enforcement of Parking Violations – There was much discussion on this matter and the need to identify a solution. Sonny identified Ordinance 2010-0406A which states the Borough would pay the towing company and the vehicle owner would then pay to get their vehicle out of impoundment. Sonny will send the ordinance to Sean and they will work on this for the next work session.

John Ackerman – Twin Oaks – Statement #6 – Bobbi will review the files for a contract between the Borough and Mr. Ackerman. The issued was tabled until a meeting with Mr. Ackerman can be scheduled.

Sean noted that ordinances for short-term rentals, food trucks, and parking enforcement require further discussion by Council.

Rosalie asked the status of the deeds for 125/127 W Union St, 26 Street, and the Yapple property. Sean will follow up on this.

Motion made by Whitbread/seconded by Bolles to accept and approve the Solicitor's Report. The motion carried by unanimous vote.

Secretary/Treasurer's Report – Bobbi Titus provided the March reports.

Motion made by Wido/seconded by Bolles to accept and approve the minutes of March 8, 2022. Motion carried by unanimous vote.

Motion made by Wido/seconded by Bolles to accept the bank balances as of 3/31/22 and ratify the March 2022 bills paid. Motion carried by unanimous vote.

Bobbi updated Council on new Right To Know requests received for information on the contact for the food giveaways, cost to demo 125/127 W Union St, cost for Borough to move furniture for C. Kruczek, and costs for driveway repair and tree removal for 15 Glen Avenue.

Motion made by Wido/seconded by Bolles to accept and approve the Secretary/Treasurer's Report. Motion carried by unanimous vote.

Correspondence

Senator Lisa Baker Newsletter received.

Association of State Floodplain Managers – Newsletter – includes information on new grant program for flood-impacted properties of four states, including Pennsylvania.

Luzerne County Emergency Management – notification of Counter Terrorism Task Force meeting on 5/2/22 – Jay Smith will be provided with the information.

PLGIT Annual Meeting of Shareholders – Rosalie confirmed that Shickshinny Borough has not previously submitted a vote by proxy ballot.

PSAB Update received.

Old or Unfinished Business

Luzerne County EMA Radiological Emergency Response Fund (RERF) Grant – Deadline 5/20/22 – Council will contact Jay Smith to see what is needed.

Motion made by Buchalski/seconded by Bolles to award dredging creek behind South Main Street to Brian K Lowery DBA Quality Ground Keeper for \$2,600. Yes votes: Buchalski, Wido, Bolles No votes: Whitebread. Motion carried. Contractor was selected because of low price and covering all of the impacted properties.

Dredging will not occur until all impacted residents have executed a Release and Right of Entry Agreement with Shickshinny Borough. The agreement will include the property owner(s) name (as obtained through the Luzerne County Tax Recorders Office), property address, and a date span to reflect the expected work period for this project. Barry Noss Sr. expressed appreciation to all who support this project.

Office Space Rental – Sean will send standard lease agreement to Bobbi. Tenant must obtain insurance coverage. Monthly rent will include electric, heat, and water.

Motion made by Buchalski/seconded by Bolles to rent office space for \$250 to \$260/month, for a 6-month lease period. Yes votes: Buchalski, Wido, Bolles. No votes: Whitebread. Motion carried.

Motion made by Wido/seconded by Buchalski to award the Sanitary Sewer Authority of Shickshinny \$4,000 of ARPA funds with consideration of an additional \$1,000 at a later date. Yes votes: Buchalski, Wido, Bolles. No votes: Whitebread, based on the ARPA documentation required she would approve \$1,453.96 instead of \$4,000. Motion carried.

Status of Crary Street Sink Hole Project – LSA Grant extension – Bobbi explained that our grant extension will not be considered until the 2020 and 2021 financial audits have been completed. Bobbi will contact Rainey & Rainey for an update on their audit plans.

New Business

Shickshinny Historical Society – Request for \$1,000 – The request was discussed. No motion was introduced and/or approved. Issue closed.

Hourly Rate – Borough Cleaning – Jessica stated that a raise was requested by Samantha Celona. A motion was made by Rosalie Whitebread for a \$2.00/hour increase for Ms. Celona. There was no second to the motion. Issue Closed.

Motion made by Buchalski/seconded by Wido to limit Borough communication with Solicitor, Zoning Officer, and Engineer to Council President, Vice President, and Secretary/Treasurer. Yes votes: Buchalski, Wido, Bolles. Abstain: Whitebread. Motion carried.

Spring Near Grant Street – Resident Eric Gotwalt, 101 Grant Street, addressed Council regarding improvements he and his partner, Cassie Miller, have made for drainage of the Spring. They want to continue to make improvements, by code, at no cost to the Borough. Mr. Gotwalt is asking for Council's permission to continue this maintenance and to continue to park on the property, without the personal liability if someone should get hurt on the Borough property. Sean will draft a maintenance agreement for next work session.

Motion made by Wido/seconded by Bolles to allow Eric Gotwalt and Cassie Miller to continue to park on the Spring Borough Property and continue their maintenance of the property. Motion carried by unanimous vote.

Motion made by Wido/seconded by Bolles to not renew NEPA Alliance Membership for 2022. Motion carried by unanimous vote.

Motion made by Wido/seconded by Bolles to not renew Luzerne County Boroughs and Townships Association Membership for 2022. Motion carried by unanimous vote.

Motion made by Whitebread/seconded by Wido to waive Peddler's Permit fee and requirement for the United Methodist Church flower sale on 4/9/22. Motion carried by unanimous vote.

Motion made by Buchalski/seconded by Bolles to have a new Luzerne County Department of Probation Services Community Service Agreement completed by Secretary/Treasurer for Building/Property Maintenance tasks and excluding all criminal offenses listed except DUI. Motion carried by unanimous vote. Worker will utilize timecards to record hours, Street Supervisor will sign off on hours worked, and Secretary will be point of contact with Probation Department.

Motion made by Wido/seconded by Bolles for all street department workers to attend a free safety webinar offered by the Pennsylvania Bureau of Worker's Compensation in April 2022. Motion carrier by unanimous vote.

Luzerne County Board of Elections – Polling Sites Survey – Council agreed that a positive survey response should be provided by the Secretary.

Board Vacancies – A list of all vacant board positions will be posted at the Borough building and Facebook.

Motion made by Wido/seconded by Bolles to enforce employee drug testing when an employee is injured on the job. Yes votes: Wido, Bolles, Buchalski. Abstain: Whitebread.

Resident Comments

William Reinhard stated that snow removal from the last big snowfall damaged the asphalt on the road near his property next to Pine Hill Cemetery, causing problems with water build up, etc. Jim Wido will go look at the road to see what can be done by Borough Employees.

At 8:12 PM, Joe Buchalski left the teleconference. At 8:15 PM, Rosalie Whitebread left the table. The meeting adjourned at 8:15 PM.

Respectfully submitted,

Roberta J. Titus, Secretary
Borough of Shickshinny