

SHICKSHINNY BOROUGH
GENERAL COUNCIL MEETING MAY 3, 2022
MINUTES

The General Meeting of the Borough of Shickshinny Council was held on Tuesday, May 3, 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, Joe Buchalski, and Jessica Bolles. 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 Bill Stephens, Bobbi Titus, Sonny Kelchner, Kathy Llewellyn, Holly Morris, Shirley Turner, Ron Turner, and Josh Gregory.

President's Report

President Bolles stated that, after discussion in the Executive Session of April 28, 2022, the Luzerne County ARPA Pre-Application for Chestnut Street repairs was submitted April 29, 2022.

Motion made by Joe Buchalski/seconded by Jim Wido to accept and approve the President's Report. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent: Kruczek. Motion carried.

Mayor's Report

Mayor Madl stated that the Women's Auxiliary of the Mocanaqua Sporting Club is planning a bake sale on May 22, 2022 and wants to put up a temporary sign by the Shickshinny/Mocanaqua bridge. Council had no objections to the request.

Motion made by Whitebread/seconded by Buchalski to accept and approve the Mayor's Report. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent: Kruczek. Motion carried.

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:

Two zoning and construction permits were issued during the month and three magistrate hearings are scheduled. Sonny will contact Attorney Logsdon regarding multiple issues with 16 Susquehanna Avenue. Eleven vehicles have been cited and three appeals are in process. Towing may begin as early as Thursday, 5/5/22.

Motion made by Whitebread/seconded by Bolles to accept and approve the Zoning Officer's Report. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent: Kruczek. Motion carried.

Solicitor's Report – Attorney Bill Stephens noted that Attorney Logsdon briefed him on several matters that appear elsewhere on the agenda and will provide updates for any agenda items, as appropriate.

Secretary/Treasurer's Report – Bobbi Titus provided the April report.

Motion made by Buchalski/seconded by Wido to accept and approve the minutes of March 31, 2022. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent: Kruczek. Motion carried.

Motion made by Buchalski/seconded by Bolles to accept and approve the minutes of April 6, 2022. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent: Kruczek. Motion carried.

Motion made by Buchalski/seconded by Wido to accept the bank balances as of 4/28/22 and ratify the April 2022 bills paid. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent: Kruczek. Motion carried.

Motion made by Whitebread/seconded by Bolles to continue paying the 1st Keystone Loan for the amount received monthly for the magistrate's lease (\$2,580) instead of the required \$908 amount. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent: Kruczek. Motion carried.

Motion made by Buchalski/seconded by Wido to accept and approve the Secretary/Treasurer's Report. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent: Kruczek. Motion carried.

Old or Unfinished Business

Luzerne County EMA Radiological Emergency Response Fund (RERF) Grant – Deadline 5/20/22 – Jessica has reached out to Jay Smith on this matter. Jessica asked Josh Gregory to come into the Borough Office and access the EMA needs. After discussion, on the expense of the needed handset and base station, Jessica will contact Dave Elmore directly to see what equipment, if any, will be given to the Borough in addition to the grant.

Dredging of the creek behind South Main Street – Agreements for each property owner have been prepared and are ready for signature. Jordan Madl has offered to personally deliver each agreement and returned the signed original to the Borough Office. Upon receipt of signed documents from all impacted residents, application for the required Permit(s) will be completed. Receipt of the approved permit is necessary prior to beginning the dredging.

Office Space Rental – The lease for the office space rental has been prepared and the search for a tenant can proceed. Per the attorney, newspaper advertising is not required.

Motion made by Buchalski/seconded by Bolles to post a sign for office space rental/post on Facebook to secure a tenant. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent: Kruczek. Motion carried.

Motion made by Buchalski/seconded by Bolles to use Ken Evan Auto as the towing service for Shickshinny Borough for the enforcement of the parking and/or abandoned vehicles ordinance, effective immediately. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent: Kruczek. Motion carried.

Status of Crary Street Sink Hole Project – LSA Grant extension is still on hold due to a flag on the Borough grant status because of the incomplete 2020 Financial Audit. The flag would be removed upon receipt of correspondence from Rainey & Rainey CPA with an anticipated complete date for the 2020 Financial Audit, however Rainey & Rainey has not responded to our request to date. Both Bobbi Titus and Attorney Logsdon contacted Rainey & Rainey but have had no response from them. Jessica spoke with Jennifer from Rainey & Rainey who indicated it was on the auditor's "to do" list. After much discussion with Council on contacting another auditor, it was decided to wait until Monday, May 9, 2022 for Rainey to respond. If no response by Tuesday, May 10, 2022, then a telephone vote of Council will be taken on whether or not to replace Rainey & Rainey with another firm.

Spring near Grant Street – The Maintenance Agreement has been drafted however Attorney Logsdon is revising language for insurance requirements. When revisions are complete, the agreement will go to Eric Gotwalt for his review with his insurance agent.

Motion made by Buchalski/seconded by Wido to proceed to advertise the draft Set Back Ordinance 2022-0001. The advertisement requirement is twice in 30 days prior to Ordinance approval. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent Kruczek. Motion carried.

Board Vacancies:

Zoning Hearing Board – Brian Phillips (tentative until receipt of letter of interest), Debbie Wido, and Kathy Llewellyn will hold positions on this board. Terms will expire 12/31/2025.

Planning and Mitigation Commission – Jim Wido and Kathy Llewellyn will serve on this board with their terms expiring 12/31/2024. One seat remains vacant.

Joint UCC Board – Kathy Llewellyn, Beverly Moore, and Holly Morris will serve on this board with terms expiring 12/31/2023.

Flood Plain Maintenance Advisory Board – 3 vacant seats for a one-year term, expiring 12/31/2022.

Quality of Life & Property Maintenance Board – 3 vacant sets for a two-year term, expiring 12/31/2023.

Council would like board vacancies filled by posting on Facebook, the Borough Doors, and through word of mouth.

Tree Trim Estimates – An estimate was received from Tomassacci for trimming the trees at 38 N. Main St and 25 Conyngham Street. An estimate has not been received for the tree near 111 – 125 N. Canal Street. Rosalie noted that she did not see anything at risk with the tree on N. Canal Street. Joe Buchalski will contact Chris Stoodley for an estimate. Council has tabled the issue until additional estimates are received.

Street Light Repair – corner of Furnace & Church Streets – Work has been completed and an invoice from Hayden has been received. Attorney Stephens stated that the invoice was sent to the insurance company of the property owner and payment to Hayden is on hold at this time.

Rockview Street – Damaged Guiderails – Estimate from Minichi Construction – Rosalie inquired about the scrap value of the damaged guiderails and if the Borough could handle this to receive the funds.

Motion made by Buchalski/seconded by Wido to accept the bid from Minichi for \$4,800. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent Kruczek. Motion carried.

Motion made by Buchalski/seconded by Bolles to accept the Old/Unfinished Business report. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent Kruczek. Motion carried.

New Business

Lot Next Door Program – no new information is available at this time. Denise Shimko and Jim Brozena are expected in the Borough in the near future.

Draft Removal of Diseased or Dangerous Trees Ordinance – more work and discussion is needed on this ordinance.

Food Giveaway Program – President Bolles asked Rosalie Whitebread if she wanted to continue leading the Food Giveaway Program. Rosalie declined and said she will not continue to lead the program. Jessica stated she had placed a call to Matt Barwick about the program and is awaiting a call back.

Motion made by Buchalski/seconded by Bolles to continue with the food giveaway program and allow use of Borough property providing Matt Barwick will handle delivery/setup/direct donations to his program. Jim Wido noted that Borough employees will not be paid for any time they volunteer to the program. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent: Kruczek. Motion carried.

Shickshinny Historical Society – Request for \$1,000 – A new letter and flyer for the opening of the Children’s Library was received. Joe stated that he did a tour of the museum and library and was very impressed with the facilities.

Motion made by Whitebread/seconded by Buchalski to donate \$1,000 out of the Garrison Fund to the Historical & Preservation Society of Greater Shickshinny Area. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent: Kruczek. Motion carried.

CDBG-DR Program (Luzerne County) – Contract Amendment #6

Motion made by Buchalski/seconded by Whitebread to sign Contract Amendment #6 as requested by Jim Brozena. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent: Kruczek. Motion carried.

Motion made by Buchalski/seconded by Bolles to accept the New Business. Yes votes: Buchalski, Bolles, Wido, Whitebread. Absent: Kruczek. Motion carried.

Resident Comments

Kathy Llewellyn stated that the Special Primary Election on May 17, 2022 will be held at the Borough Building and keys will be needed. Rosalie stated that she and Samantha Celona will set up the room for the election. Bobbi will provide Kathy with the keys.

Holly Morris asked the secretary if she located the minutes and bills paid for January & February 2021. Bobbi Titus provided her with the minutes from 1/28/21 and 2/2/21. Minutes from the other meetings during that period were not located. A copy of the bills paid for January and February 2021 were also provided. Holly questioned the waiver of taxes for the property, why \$24,000 was borrowed for the demolition, and the emergency classification. Joe Buchalski noted that Tom Reilly was the Borough Engineer that designated the situation as an emergency. Holly Morris stated that she felt there were improper actions taken regarding the Borough demolition and subsequent payment for 125/127 W. Union St. and provided Council with a copy of legislation 65 Pa. C.S. 1103 related to Contract restrictions and Voting Conflicts. Holly Morris asked if the demolition of the property was voted on at a public meeting. Joe Buchalski stated it was a telephone vote and he voted “no”. Rosalie stated she abstained from the vote. Ms. Morris stated that something needs to be done or this will be taken to another level.

Holly Morris also requested that Rosalie Whitebread not refer to 36 W. Union Street as the Firehall. There was a heated argument on the subject between Rosalie, Holly, and Sonny Kelchner as to what was previously said.

Motion made by Buchalski/seconded by Bolles to have Attorney Logsdon proceed with a legal filing to place a lien on the 125/127 West Union Street property in an attempt to recover some of the monies expended by Shickshinny Borough for the demolition. Yes votes: Buchalski, Bolles, Wido. Abstain: Whitebread. Absent: Kruczek. Motion carried.

Motion made by Buchalski/seconded by Whitebread to adjourn the meeting. The meeting adjourned at 7:15 PM.

Respectfully submitted,

Roberta J. Titus, Secretary
Borough of Shickshinny