

SHICKSHINNY BOROUGH
GENERAL COUNCIL MEETING JUNE 8, 2022
MINUTES

The General Meeting of the Borough of Shickshinny Council was held on Wednesday, June 8, 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. Absent were Joe Buchalski and Kevin Kruczek.

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

Others in attendance: Attorney Bill Stephens, Bobbi Titus, Kathy Llewellyn, Holly Morris, Kevin Morris, Josh Gregory, Valerie Bigelow, Chris Mitchell, Bob McDaniels, Jay Smith, and Vincent Lamoreaux.

President Bolles asked if there were any comments from residents in attendance on the agenda items. There were no comments.

President's Report

President Bolles reported that she, Vice President Buchalski, and Mayor Jordan Madl met with members of the Mocanaqua Volunteer Fire Department regarding a new contract with Shickshinny Borough. She stated that the new contract will reflect a first-year amount of \$4,200 with annual increases of 2% or 3% and payment dates will be reflected in the contract. Council needs to review the new contract before a vote can occur at the next meeting.

President Bolles stated that complaints were received about the boat launch sign, which has been damaged. After discussion, Jordan Madl will be asked to measure the sign and let Bobbi Titus know the dimensions of the sign we want to purchase. Bobbi will contact Belles Signs for a price.

Motion made by Jim Wido/seconded by Jessica Bolles to purchase a replacement boat launch sign with a maximum purchase price of \$300.00. Yes votes: Bolles, Whitebread, Wido Absent: Buchalski and Kruczek. Motion carried.

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

Mayor's Report – No report provided.

Engineer's Report – No report provided.

Zoning/Code/Property Maintenance Officer's Report – Jessica stated that she has placed calls to Larry Frace regarding who will cover Shickshinny Borough for zoning/codes as Sonny Kelchner has resigned. She is awaiting a return call from Larry.

Solicitor's Report – Attorney Bill Stephens provided the following report:

Furnace Street Fire – Atty. Stephens stated that according to the attorney for the property owner, the outstanding invoices for Brdaric (\$18,276) and Hayden Power (\$894.11) will be paid this week.

Twin Oaks – John Ackerman Invoice – Atty. Stephens stated that we need an itemized bill from Mr. Ackerman in order to proceed. He noted that Atty. Logsdon will send a letter to Mr. Ackerman on the need to itemize/describe what work was performed and to discuss the late charges accrued.

Rosalie asked the status on the deeds for the 125/127 W Union Street and Parker Hill property stating that, according to Attorney William Burke, the deed transfers had been previously completed. Jessica stated that Atty. Logsdon was waiting for a response from Atty. Burke on this matter. Atty. Stephens stated that a notice was sent on 5/31/22 to the owner of 125/127 W Union St. on the costs related to the demolition and the intention of the Borough to place a lien on the property. To date there has been no response from the owner. Holly Morris asked how the borough could pay for the demolition without a lien being placed on the property. Atty. Stephens stated the Borough is now prepared to place a lien on the property.

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

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

Motion made by Wido/seconded by Bolles to accept and approve the minutes of April 28, 2022. Yes votes: Bolles, Whitebread, Wido. Absent: Buchalski and Kruczek. Motion carried.

Motion made by Wido/seconded by Bolles to accept and approve the minutes of May 3, 2022. Yes votes: Bolles, Whitebread, Wido. Absent: Buchalski and Kruczek. Motion carried.

Motion made by Wido/seconded by Bolles to accept and approve the minutes of May 26, 2022. Yes votes: Bolles, Whitebread, Wido. Absent: Buchalski and Kruczek. Motion carried.

Motion made by Wido/seconded by Bolles to accept the bank balances as of 5/31/22 and ratify the May 2022 bills paid. Yes votes: Bolles, Whitebread, Wido. Absent: Buchalski and Kruczek. Motion carried.

Bobbi requested that Council make a determination on the use of recording Council meetings for minute-taking purposes and whether or not the taped recordings would be copied over or retained as part of the public record. A motion was made by Rosalie Whitebread to record all meetings. There was no second to the motion.

Motion made by Wido/seconded by Bolles to record each meeting for the convenience of the secretary for minute-taking purposes only and then to discard the recording and not make the recording part of the official record. Yes votes: Bolles, Wido. No votes: Whitebread. Absent: Buchalski and Kruczek. Motion carried.

Bobbi stated that in addition to posting all 2022 meeting minutes, all available minutes from 2021 have been sent for posting to the www.shickshinny.org website.

Bobbi reported that reimbursement from the Liquid Fuels account to the 1st Keystone General Fund for UGI Street Light Bills in the amount of \$1,207.45 was completed. Future bills will be paid directly from the Liquid Fuels account.

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

Street Department

Motion made by Whitebread/seconded by Bolles to place American flags on the telephone poles at the four (4) corners of the intersection and not purchase replacement brackets for every telephone pole. Yes votes: Bolles, Whitebread, Wido. Absent: Buchalski and Kruczek. Motion carried.

Motion made by Whitebread/seconded by Bolles to purchase a handheld blower for the Street Department use with a maximum purchase price of \$300. Yes votes: Bolles, Whitebread, Wido. Absent: Buchalski and Kruczek. Motion carried.

Council discussed the maintenance of property along Main Street and Rt. 239 near the blinking light. Rosalie stated that the Borough does not own those properties. Jessica stated that the Street Department cannot maintain those properties with their present equipment. There was much discussion on the subject including use of a brush hog, bids from contractors to perform the work, and tools needed.

Motion made by Whitebread/seconded by Wido to look for a weed-whacker with blades for the Street Department. Yes votes: Bolles, Whitebread, Wido. Absent: Buchalski and Kruczek. Motion carried.

Motion made by Whitebread/seconded by Bolles to accept the Street Department report. Yes votes: Bolles, Whitebread, Wido. Absent: Buchalski and Kruczek. Motion carried.

Correspondence Received

An introductory email dated 6/1/22 from Devon Brown, PA Department of Community & Economic Development, was received. He will be our initial contact for any communication of the newly filed LSA Statewide Grant.

An email dated 6/1/22 from PA One Call was received noting a 90% response rate.

An email from Don E Bower dated 5/27/22 was received with an update on their bridge repaving project and related detours outside of the Borough – informational only.

Shickshinny Sewer Authority minutes of the April 29, 2022 meeting were received.

An email dated 6/6/22 from CoStars was received stating a strategy for road salt purchases given current supply chain shortages and increased costs.

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

Old or Unfinished Business

Dredging of the creek behind South Main Street – Bobbi reported that agreements have been received from most of the property owners with the following exceptions:

- 93 S. Main St – signed by David Jenkins only. Per Attorney Stephens, that is acceptable.
- 77 S. Main St – property owners are Terrie Ruckle and Debra Futoma however the lease was signed by Gloria Lanning. This lease requires further review.
- 71/73 S. Main St – not signed by property owner Amy Hoover. Ms. Hoover will be contacted.

It was noted that Attorney Logsdon previously advised that the project not continue until all property owners signed the agreement. This project and permit application is on hold pending receipt of signatures from the remaining property owners.

Motion made by Wido/seconded by Bolles to require all applicants interested in leasing office space in the Borough Building to complete the Tenant Application. Yes votes: Bolles, Whitebread, Wido. Absent: Buchalski and Kruczek. Motion carried.

Spring near Grant Street - Attorney Stephens reported that a revised maintenance agreement has been forwarded to Erik Gotwalt for his review.

Motion made by Whitebread/seconded by Bolles to approve Ordinance 2022-0001, the revision of the Set Back Ordinance. Yes votes: Bolles, Whitebread, Wido. Absent: Buchalski and Kruczek. Motion carried.

Motion made by Wido/seconded by Whitebread to approve Erik Gotwalt for a seat on the Quality of Life & Property Maintenance Board for a two-year term, expiring 12/31/2023. Yes votes: Bolles, Whitebread, Wido. Absent: Buchalski and Kruczek. Motion carried.

Motion made by Wido/seconded by Bolles to approve Christopher Stoodley to cut down and clean up the trees located at 38 N. Main Street, 25 Conyngham Street, and the vacant lot between 111 & 125 N. Canal Street for a consolidated price of \$4,200. Yes votes: Bolles, Wido. Abstain: Whitebread in order to go look at the trees. Absent: Buchalski and Kruczek. Motion carried.

Rockview Street – Damaged Guiderails – Council reported that this project has not yet been completed. Minichi Construction will be contacted to provide an update.

Parker Hill – road repair issues – Jim Wido recognized Alex Blydenburgh and the Street Department workers for doing a great job with patching roads on Parker Hill. Bobbi is to call for prices on modified fill for remaining projects to be completed.

Lot Next Door Program – Bobbi stated that Luzerne County staff (Denise Shimko and Jim Brozena) changed their date to review the Shickshinny lots to June 22, 2022.

Motion made by Whitebread/seconded by Wido to approve the lot lease application received from Edgar G. Scott (Jim Bach) for 23-25 N. Main Street. Yes votes: Bolles, Whitebread, Wido. Absent: Buchalski and Kruczek. Motion carried.

The draft Ordinance for the Removal of Diseased or Dangerous Trees was put on hold.

Food Giveaway Program – Jessica reported that she has not heard anything more from Matt Barwick regarding possible volunteers for the food giveaway from Not Bread Alone. Further, she reported, that she spoke with Commission on Economic Opportunity (CWO) and they are considering Shickshinny Borough as a site for their food giveaway program. Rosalie noted that recipients would need to qualify to receive food. Jessica stated that residence in the Northwest School District area was required and more information will be provided to Council when available.

The review/revision of the Landlord Registry (Ordinance 9 of 2013) was put on hold.

Motion made by Whitebread/seconded by Wido to approve the public use of Municipal Park and restrooms in the Borough Building for the Shickshinny Yard Sales, July 9, 2022. Yes votes: Bolles, Whitebread, Wido. Absent: Buchalski and Kruczek. Motion carried.

Motion made by Whitebread/seconded by Bolles to approve the hole sponsorship of \$100 for the Mocanaqua Volunteer Fire Company golf tournament. Yes votes: Bolles, Whitebread, Wido. Absent: Buchalski and Kruczek. Motion carried.

President Bolles commented on a resident concern regarding the enforcement of the Brake Retarder Ordinance 10-2013R. She stated that the Pennsylvania State Police need to witness the jake brake violation in order to enforce the ordinance.

New Business

Draft Ordinance – Short Term Rental Ordinance – Attorney Stephens will provide Council with a copy of the draft ordinance for review at the next work session.

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

Resident Comments

Resident Bob McDaniels asked what is being done to enforce building codes for 54/56 W Union Street. He stressed that the house is falling in and has been condemned for several years. He stated that pieces of the house/roof are falling off and he is concerned that someone, particularly a child, will get hurt. Further, the house is up for sale. Rosalie suggested that Council contact the borough engineer. Bobbi noted that, per the Zoning Officer report for April 2022, the property was before the Magistrate 3 times in 2021. More information is needed.

Chris Mitchell requested some borough action be taken on residents allowing their dogs to defecate on Borough property. This is causing unsanitary working conditions for the Street Department workers when trimming the lots. He inquired as to the Borough authority to enforce the ordinance in place. It was also suggested sending letters to residents. Jessica noted that, at this time, she first needs to hear back from Larry Frace regarding handling the codes enforcement for Shickshinny Borough.

Chris Mitchell asked if the Shickshinny Street Department can have t-shirts made.

Motion made by Wido/seconded by Bolles to purchase four (4) Shickshinny Borough t-shirts for each of the Street Department workers. Yes votes: Bolles, Wido. Abstain: Whitebread Absent: Buchalski and Kruczek. Motion carried.

Chris Mitchell stated that people are dumping used cat litter on Borough property.

Vincent Lamoreaux inquired on maintenance of the property behind the FLT building as the grass/weeds are very high. Jessica stated this will be addressed after her discussion with Larry Frace.

Rosalie stated that there is a South Canal Street property that is blocked by downed trees and needs to be cleaned up.

Josh Gregory asked the status on the Crary Street drain issue. Jessica stated that the Borough is waiting for an answer on the grant extension.

Josh Gregory asked whether or not the Borough was allowed to accept cash as payment for a purchased item. Atty. Stephens stated that it was fine to accept cash.

Josh Gregory stated he has several questions on the disposition of the police department items, including the sale price of the shotgun and what happened to the evidence locker contents.

Valerie Bigelow asked if a permit was needed for a roof replacement. Jim Wido stated that a permit is not needed to replace shingles only.

Rosalie asked about the status on cars being towed in the Borough. Jessica noted that towing is handled through the codes officer.

Rosalie inquired on the status of permit parking on Grant Street and that the previous insurance attorney stated the Borough could implement this. There was much discussion between Rosalie and Jessica on the Grant Street parking issue.

There was further discussion on the need for an active codes officer in Shickshinny. Jessica emphasized she would contact Larry Frace and discuss his continued relationship as Zoning/Codes Officer.

The meeting adjourned at 8:00 PM.

Respectfully submitted,

Roberta J. Titus, Secretary
Borough of Shickshinny