

COUNCIL WORKSHOP MEETING

March 3, 2016

MINUTES

Meeting was called to order by President Gregory Strubinger at 6:30 p.m. in the Borough office conference room, 101 East Tenth St, with the Pledge of Allegiance and a moment of silence for the men and women serving our country.

ROLL CALL OF MEMBERS

Paulette Haupt (a)	John McGuire	Thomas Highland
Joanne Klitsch	Jay Miller	Kyle Sheckler (a)
Gregory Strubinger	Mayor Michael Sofranko	Police Chief Schatz
Manager Maureen Sterner	Vince Yaich, PS Manager	Boro. Secy. McClafferty

MAYOR'S REPORT

Mayor Sofranko said the only thing he has to discuss tonight is the Carbon County Commissioners are considering the sale of the Railroad. He would like council to consider sending a letter to the Commissioners asking them to have a representative be included as to what is happen there. Back in the 1980's they offered it to the Borough and we turned it down. The downtown business district would be concerned about the sale of the land.

Mr. McGuire said he has heard that some of the municipalities having water & sewer line along the railroad lines and they pay money towards those easements. That is a concern if this is sold that the prices may go up.

PS Manager Yaich said in the County lot, they may get the railroad but will the County still maintain the land? They may be buying the track rights but not the land. Anything to do with the railroad the one that is impacted the most is the Sewer. From Robertson creek down to the Sewer plant along the railroad track are the sewer lines. The Borough ended up fixing the crossing by the sewer plant.

Mayor Sofranko said he would do it but he would like to take the Borough Manager with him.

Mr. Miller said the only interest is our sewer line.

PUBLIC COMMENTS

Amanda Hydro is present to discuss the parking issue on Main St in front of her home. The neighbors parking on both sides of the street and they can't see when they are pulling out of their driveway. She spoke to the neighbor about not parking there. Now she is being told he is going to put stone down there. She would like to request "No Parking" signs.

Mrs. Klitsch said there use to be mailboxes there before and there was no problem before.

Mayor Sofranko spoke to the Manager about this. You have the cart way, right-of-way, and easement. He is not sure what this is.

Manager Sterner said cart way is the road surface that is 17 feet, total width of the roadway. The right of way is 50 ft., which is 25 ft. from the center line.

PS Manager Yaich said whenever there are two vehicles passing on that road there is always someone that pulls off the road so the other car can pass.

If you consider posting this no parking you will only be getting rid of one parking spot, place no parking on both sides of the driveway.

Mr. Miller said we put signs up, if there are harassment issues you will need to contact the Police Dept.

Council recommended that it be advertised for No Parking signs for Main St. be placed on the agenda to 3/10/16 meeting.

COUNCIL DISCUSSED THE AGENDA FOR MARCH 10, 2016:

Discuss the council work session meeting minutes from February 4, 2016

Discuss the council meeting minutes from February 11, 2016

Discuss the expenditures from all funds for February and the Interim bills 2016, as presented

Manager Sterner said these are the expenses as of today. Please look at them, we will highlight the new ones that we add between now and the council meeting next week. The Interim bills will be paid before the council meeting so we don't get the penalty charges.

Discuss the treasurer report as presented

Mr. Miller asked that the Entech invoices are watched.

Manager Sterner said she will have a discussion with Entech about their billing they need to put more details on the bills.

Mr. Miller said the tank mixers are low but the engineering costs are still coming out of that \$10,000.00. What he is getting at is they are almost half way through the engineering costs for 2016 budget.

Manager Sterner said the mixers are considered equipment.

Discuss the D & L Corridor change of scope on the pedestrian bridge project.

Manager Sterner said they aren't changing the project they want it to include the engineering fees to be reimbursed for the project. He will be at the council meeting to discuss this with council.

Council asked when the project will start.

Boro. Secy. McClafferty said Scott from D & L said this is going to be one of those projects that come in and start the project, then it will be at a standstill and then boom they will be moving ahead.

WORKSHOP MEETING MINUTES

3/3/16

PS Manager Yaich suggested with the D & L project is coming by the Sewer plant, they will be starting that this year. Someone from council should tell them their construction should not impede the construction at the sewer plant. If they hold that construction up we are paying liquidated damages if they don't get the job done on time. It is going to be tough enough on them at the sewer plant, trying to keep the plant running while they are installing the new stuff. They need to adjust their time around our time frame.

Discuss the exoneration request for Francis Lukasevich- 166 Pine Drive, retired.

Discuss Adopting Front and Center Street Traffic Flow Ordinance.

PS Manager Yaich asked if School Street is that going to be two ways on that street.

Police Chief Schatz said yes – two ways. The other thing they will be installing a stop sign at 2nd & Center St. The other thing the trees on Center Street will need to be trimmed. The other thing they may need to adjust the traffic parking on Second St. This can be done as we go along.

Mrs. Klitsch said when you are coming across the new bridge will residents be able to make a left hand turn?

Police Chief Schatz said yes, they can make left hand turns. They will be putting up temporary lights at there. That will be a direct flow across the new bridge on Rt. 903. The parking on Front Street will be on the left hand side because of the traffic flow.

Discuss Awarding Chemical bids, council was informed that the bids will be opened on 3/7/16 at 1:00 pm

Discuss street sweeper quote from DeAngelo Brothers amount of \$6,800.00.

PS Manager Yaich said they will post the street no parking when they do the street sweeping for what day it is being done.

Discuss Resolution 2016-03 establishing Manager Purchasing Limits.

Mr. Miller said \$5,000.00 and the committee chairman, manager and PS manager approval.

Discuss Resolution 2016-04 establishing Procedures for Public Meetings.

Discuss Earth Day Festival April 24, 2016 (rain date April 23)

Police Chief said they don't use the police services.

Discuss JTTA Jim Thorpe Birthday Weekend Celebration May 21 and May 22, 2016.

Police Chief Schatz said the JT Birthday signed the Police Service contract.

President Strubinger said there were concerns about some of the events they are doing over town. Things that don't have a budget.

WORKSHOP MEETING MINUTES

3/3/16

Manager Sterner said we have the Public Service contract on the agenda to discuss this topics. People don't have a problem with the Police Service contract, it's the Public Service contract.

President Strubinger said if they are doing this to promote businesses in the downtown that is fine. On the other hand the borough has services that we provide above and beyond the normal in different situations and that is why we did the Public Service contract.

Manager Sterner said the Public Service contract they are here anyway, they aren't being called in for anything extra services. The little events if they want to pick up the barricades then they don't even need the contract. St. Patrick's Day is different. We will make sure the Fire and Ambulances are notified of the events that will be held in town.

Discuss St. Mark's & St. John's Episcopal Churches Race Street Run July 2, 2016.

Discuss Authorize Solicitor to begin negotiations for renewal of the Cable Franchise Agreement.

Manager Sterner said our Blue Ridge Cable franchise fee is for renewal. Council needs to authorize the solicitor and her to begin negotiations. The term has been 7 years, and they are looking to do it for 5 years. We will try to stay with the 7 year agreement.

Discuss Authorize Franchise Fee amount for Solicitor to include in the Cable Franchise Agreement negotiations.

Manager Sterner said if you would like to go up to the 5% you are looking at an additional \$18,000.00 a year.

President Strubinger asked what do the surrounding communities do?

Manager Sterner said it varies. There are quite a few communities that are not at the 5%. This is up to council what you would like to do. They charge the customers for the services.

Discuss the ductile iron pipe purchase for the Water Dept. amount of \$15,280.00.

Manager Sterner said that is the normal annual pipe for replacement.

Discuss the 100 HP VFD purchase for the Water Plant amount of \$8,079.00.

PS Manager Yaich said this is the variable speed for the wells, that were put in in 1998. We are not true 3 phase open delta. With the new company we will have a longer life out of it and have more control on the well. The purpose of the VFD is as the tank fills up it will slow the well motor down. They have to keep the well running to keep the pressure. It slows down so it doesn't over flow the tank. If the tank starts drawing down it slowly increases. We don't have that function anymore. We are set at one speed. They read the tank level every morning. As the tank level goes up they knock down the RPM as the tank starts dropping they back up the RPM. It is at the point it could go any day. If it goes they have to shut well #4 down and switch over to well #1 and then it will be days of readjusting chemicals to get back into the perimeters. This has to be done before something does happen.

WORKSHOP MEETING MINUTES

3/3/16

Mr. McGuire said when you say we only have the 3 phase open Delta. The equipment that we are getting will that handle that better? We are going to have the two 3 phase at the Sewer plant will that change anything there?

PS Manager Yaich said that doesn't affect them out there. They checked a couple of times with PPL and they said they can get the 3 phase out there. But how much do you want to spend. It will come from 6th or 7th St out and we are responsible for paying for the line to there. It is not worth the aggravation. Well #4 is an artesian well.

Manager Sterner said this will be purchased through the Costar program.

Discuss the American Legion Post #304 to use the Memorial Park grounds for the annual "Stay at Home" 4th of July event on Saturday, July 2 rain date Sunday, July 3, 2016 fee of \$750.00

Mrs. Klitsch asked council if they want to stay at the \$750.00 for the event.

Mr. McGuire said the Legion does a lot of work for this event. We did a lot of work to the block building last year to get it ready for the event. As far as the equipment the fryers some work some don't, they fixed the ovens and they brought one of their own fryers. They have an electrician come in to hook up the electric for the bands and stuff, he recommends the fees stay the same.

Discuss to advertise for Summer Road materials.

Manager Sterner said PS Manager Yaich has changed the amounts of materials.

PS Manager Yaich said John Davis will be coming on March 18 around 9:00. He will explain tonnage verses projects and if he has time we will look at streets that are not on the liquid fuels list.

Manager Sterner said if he has time he will also look at the walls to see if we can use liquid fuels funds to repair those.

Mr. Miller said this year what the Borough is looking to do is heavy patching program and no resurfacing.

President Strubinger asked how did we do out in Germantown this week with the heavy rain storms? Vince Rodgers told him that his property was hit pretty good.

PS Manager Yaich said they took the loader out there and took two scoops.

Mr. McGuire said he is meeting with our engineer and the School engineer to start talking about the storm water runoff from 10th St. There were plans between the school and the borough but the plans were never followed through to correct this issue.

Mr. Miller discussed transferring money from the Sanitation funds to General Fund or Street projects amount of \$300,000.00. Have the guys look at the roads to see what should be over lay.

Mr. McGuire said the Glen Onoko estate is looking to do a mile of roadway. Maybe we could work with them to buy the materials for them and they would pay for the materials.

Manager Sterner said we would have to check with the solicitor because that is a separate organization.

PS Manager Yaich said to council they should consider a little more money because if you look at his report another 6ft of Movie Hill Road collapsed.

Mr. McGuire spoke about the storm ditch by his house. Something needs to be done with the drainage in this area it is encroaching on the road, there should be a catch basin put in that area. The borough put pipe in by people's driveways, as long as they bought the pipe we put it in. If he needs to do something let him know.

PS Manager Yaich said someone needs to let him know what he is to do when it comes to driveways.

BUSINESS

Council spoke about renting Crack Seal Machine and Materials.

Manager Sterner and the PS Manager Yaich will discuss the use of the crack seal machine and the materials.

Administration

Manager Sterner spoke to council about the C2P2 grant. This is basically the Growing Greener Grant the name of it has changed. This is a fifty/fifty match grant. If you have a project and you want to commit the money Barry Isett will write the grant for us at no cost.

Mr. McGuire said the last grant the borough got for Memorial Park was about 8 years ago. We are waiting for the evaluation of the buildings. We need money to repair what we have in the buildings. If we plan to move the Borough Garage that grant then could help us out with what we would like to put there. He suggested this be sent to the Planning Commission to discuss.

Manager Sterner said this grant is due April 13, 2016.

Manager Sterner said she spoke with Blue Ridge Communications. The Borough should be receiving the cable for the Police, PS Garage for free and we should be getting one internet connection which (she chose the borough building) at no cost.

Public Service (Sewer/Sanitation/Water/Streets)

Manager Sterner said concerning the Public Service Contract maybe what we should do is make a form with different questions that they can answer.

Mr. Miller said we know what the big events are and what the small ones are. He doesn't see an issue with the small events, St. Patrick's day that is a different situation.

Mayor Sofranko said when they have Presidents day, Earth Day and so on they use the County lot. The road that goes into the lot is the County's and the road that goes into Josiah White park is owned by the County. All of those roads being barricaded off should be ok'd by the County. They should be the ones to provide the barricades.

WORKSHOP MEETING MINUTES

3/3/16

Manager Sterner said she will direct the people to contact the County about using barricades. If they have an issue they should call us back.

Manager Sterner said we are in the process of getting dates for tire & Electronic recycling. Lehighton will be doing an electronic day it will cost about \$3,000.00 per municipality.

Mrs. Klitsch said she thinks we should keep doing what we are doing for the residents. The first time it cost us \$4,000.00 the last time it was about \$2,000.00.

Police

Deadline for FT Police applications will be 3/11/16 fee of \$25.00 is due with the applications.

President Strubinger asked if we received any letters of interest for the Civil Service Commission.

Boro. Secy. McClafferty said no. She asked Police Chief Schatz to ask Charles Burnett if he would be interested in sitting on this committee.

Police Chief Schatz said he will contact him.

Mayor Sofranko asked that the organizational chart be placed on the borough's website.

Mr. McGuire said we had a Police Pension meeting today, these funds are doing good, and the MCTC is doing a good job handling the funds for them. The Police Dept. brought up allowing the employees to have the option to start up a 403B plan. This would allow the employees to start up their own 401K plan through payroll deductions. Then the Borough would employ the MCTC. We don't put the money in the employees put the money in. This would benefit the employees. The fee would be a small fee and he thinks the borough should handle that.

Manager Sterner said we should run this past the solicitor to make sure of the borough liability on this.

Emergency Services

Mr. McGuire said we also discussed the Fire Dept. funds. We would like some type of agreement with the MCTC that we tell them what we would like to do and then that gives them power to do that. It has to be done in the confines of the agreement with the fire dept. They also need to set up quarterly meetings to discuss how these funds are doing.

Buildings/Park

Mr. McGuire said the Library board meets the second Wednesday of the month at 5:00 in the borough office. The librarian brought to light that in 5 years they are going to be broke. They are state recognized group. He is going to ask the County to push for some funds to help the library. The borough is giving \$10,000.00 this year. The State asks for \$4.00 per person that is about \$20,000.00 for the borough. We need to think about putting millage toward this which would be about .1 or .2 mills to support the library. They are trying to sell the building they bought two doors up. This needs to be considered at budget time.

WORKSHOP MEETING MINUTES

3/3/16

Old Business

Cuoco – 56 W. Broadway – no update

Packer Hill Road proposed one way Ordinance – no update

Manager Sterner attended the COG meeting. They will be advertising the ordinance. If you may want to join now is the time to join, the cost will be split. She thinks this is fine.

Mr. Miller said we are in better position on our own. He doesn't think we should get involved with this.

Manager Sterner said the LCB Licensee Noise Enforcement, we are awaiting to hear on this.

Collection Agency for delinquent utility fees – no update.

Manager Sterner said she spoke with Spillman Farmer Architect to discuss this. Who from council would like to be involved.

Manager Sterner said she will talk to Building committee and get dates to meet with them.

Executive session to discuss personnel matters.

Adjourned at 9:15 p.m.

Respectfully submitted

Louise McClafferty
Borough Secretary