

Towanda Borough Regular Council Meeting Minutes April 4, 2016

The APRIL 2016 regular meeting of the Towanda Borough Council was held on Monday, April 4, 2016, at the Municipal Building. Council President Pro Tem Ellen Lacek called the meeting to order at 7:00 PM, with a moment of silence followed by the Pledge of Allegiance.

ROLL CALL:

PRESENT: Mr. Klinger, Mr. Kovalcin, Mrs. Lacek, Mr. Long, Mrs. Miller, Mr. Roof, and Mr. Taylor

ABSENT: President Mr. Sweitzer & Vice-President Mr. Christini

CITIZENS TO BE HEARD: River Valley Waste Management – John Keeney, President of the Company addressed Council to introduce himself and his company as a new source for curbside waste needs, and clean-ups. They are located in Wyalusing, Pennsylvania, and have approximately 300 customers to date. He stated they wish to be part of the bidding process when it comes up again. Jeremy Friedlander, Manager at this company also stated that they have a good relationship with NTSWA, and he has received requests from a few business owners here in the Borough for services. He stated that he told these business owners that they could not service Towanda Borough, as there is no contract. Manager Lane told them that the Borough has an auto-renewing contract unless one of the parties makes contact within 30 days to the end of the year. Manager Lane stated that they could contact him later in the year if they desire to discuss.

APPROVAL OF PREVIOUS MONTH'S MINUTES:

Mr. Taylor brought attention to four errors for correction.

Page two under Police Chief's Report - "...2014" not "2016" police SUV is in service now.

Page 3 under Item 2 -construction budget does not allow "for" contingency, not "of" contingency.

Page 4 under Item 2 -line of credit directly to the revenue..., added "to."

Page 4 under Item 4 -police pension receives a good "share" not "show."

Motion to approve the March 7, 2016, regular meeting minutes after "corrections are complete" was made by Mr. Kovalcin and seconded by Mr. Klinger. Motion passed.

FIRE CHIEF REPORT:

Chief Roof reported the fire company had a busy month with 22 calls reported from February 26 thru March 30, 2016. He stated that all equipment is in good working order. The 1991 Ford F350 "Squad" truck will be advertised on April 6 and April 10th. Bid ending/opening will be on Thursday, April 21st at 3:00 PM.

FIRE BOARD REPORT:

Mr. Klinger attended the last meeting, but stated there was nothing to report.

MAYOR'S REPORT:

Mayor Miller reminded everyone that April 30th is the opening day for Towanda Little League, and May 5th is the day of the Bradford County Addiction Rally.

POLICE CHIEF REPORT:

The 2014 SUV was picked up from 911 Rapid Response and is in service. We are very happy with it, and it is complete with plastic rear seat, full cage and weapons rack.

Officer Campbell is currently working with Officer Edsell as part of his training program. Officer Lamanna has started working shifts that overlap with senior Officers.

Officer Edsell was sent to a "police media relation school" in Williamsport.

Officer Lamanna was sent to ARIDE (Advanced Roadside Impairment Detection) training in South Williamsport.

The Chief attended continuing Education training for DRE (Drug Evaluation & Classification) at White Deer Run.

Chief Epler also stated that he is in the process of rewriting the police SOP (Standard Operating Procedures) for Towanda Borough.

March 2016

370	COMPLAINTS RECEIVED	1	JUVENILE PETITIONS
33	TRAFFIC CITATIONS	0	K-9 SERVICE (BORO)
10	NON-TRAFFIC CITATIONS	8	THEFT REPORTS

3	DUI ARRESTS	5	ANIMAL COMPLAINTS
48	DISTURBANCE CALLS	7	VEHICLE DOORS OPENED
5	VEHICLE ACCIDENTS	12	WARNINGS ISSUED
0	OUT OF TOWN ASSISTS	0	K-9 SERVICES
6	CRIMINAL ARRESTS		

POLICE COMMITTEE REPORT:

Mrs. Miller stated there was nothing to report.

CODE ENFORCEMENT / PUBLIC WORKS REPORT:

Mr. Haight reviewed the Code Enforcement report.

There were 20 permits issued in March 2016.

The value of the work for permits issued in the borough year-to-date is \$195,775.

Permit fees paid in March 2016 is \$2,112

Code Inspections charges in February 2016 is \$1,480.

Total Towanda Borough collected in March 2016 is \$632.00.

Mr. Haight noted that there were twelve rental properties that have passed inspection this month, and ten rental properties that failed the first rental inspection. Also, one apartment has been in failed status since May 2015, and one previously failed apartment has passed a second inspection.

In addition, Mr. Haight stated that there are currently sixty-one compliance action issues, with thirty-three of the compliance action notices on just one particular address and owner, and eight compliance action issues on another particular address and owner. Citations have been issued.

PARKING REPORT – MARCH 2016

# Green Tickets Issued:	-	52
# Yellow Tickets Issued:	-	6
# Green Tickets Forgiven	-	6
# Yellow Tickets Forgiven	-	1
# Green Tickets Excused	-	0
# Yellow Tickets Forgiven	-	0
# Paid W/N 48 Hrs @ ½ Cost	-	22
\$ Amount Paid w/n 48 Hrs	-	\$220
# Paid After 48 Hrs	-	4
\$ Amount Paid After 48 Hrs	-	\$80
# Tickets to Magistrate as Citations	-	0
Amount Received from Magistrate	-	Need figure
Delinquent Tickets before Citations	-	2
	-	\$40
Revenue from Reserved Parking Spaces	-	\$3,400
Hours on Parking per Month	-	75
Police # of Tickets Written	-	0
# of \$10 tickets (Police Dept.)	-	
\$ Amount Paid W/N 48 Hours	-	\$0
# of \$20 Tickets (Police)	-	
\$ Amount Paid After 48 Hours	-	\$0
TOTAL MONTHLY REVENUE	-	\$3,740

BOROUGH MANAGER'S REPORT:

1. **College Run** – Manager Lane stated that he spoke to a representative from Northern Reading Blue Mountain Railroad and presented our situation to him. He asked that Manager Lane write a letter including everything they talked about, and he would personally take it to their next board meeting to ask for an “exception” to their policy - to require us to bore a pipe. Manager Lane anticipates hearing from him next week.
2. **Downtown Revitalization Project** – Manager Lane stated that he is getting close to appealing the Office of the Budget. They are doing their due diligence with all the information that was sent them and we anticipate hearing from them very shortly. Once Manager Lane feels they are satisfied, he will begin the electric relocation and will bid out the Flying Cow.
3. **2015 Financial Audit** - The audit is complete and has been submitted to DCED for their review.
4. **Bicycle Trail Study** - Part of the grant application is for Council by **Resolution**, to commit support to the project and commit to provide matching funds. The matching funds will be divided between the four municipalities involved. Towanda Township, Towanda Borough, Monroe Borough, and Wysox Township (approximately \$2,100 each).
5. Manager Lane asked for the following resolutions:

RESOLUTION 2016-4 – Resolution by Council to commit support to the Central Bradford Bike Trail Network Feasibility Study project, and commit to provide matching funds (from the Community Development Fund). The matching funds will be divided between the four municipalities involved: Towanda Borough, Wysox Township, Towanda Township, and Monroeton Borough (Approximately \$2,100 each).

Motion to accept this resolution was made by Mr. Kovalcin and seconded by Mr. Klinger.

Resolution vote is as follows:

Aye/Yes: Mr. Klinger, Mr. Kovalcin, Mrs. Lacek, Mr. Long, Mrs. Miller, Mr. Roof, and Mr. Taylor

Nay/No:

Abstain:

Absent: Mr. Christini, Mr. Sweitzer

Resolution #2016-4 carried.

RESOLUTION 2016-5 – Resolution by Towanda Borough Council to undertake the project “Central Bradford Trail Network Feasibility Study,” and if awarded, to receive a grant to carry out this project, along with the terms and conditions of the grant agreement from the Department of Conservation and Natural Resources. This grant will be divided between the four (4) municipalities involved, which are Towanda Borough, Wysox Township, Towanda Township and Monroeton Borough.

Motion to accept this resolution was made by Mr. Klinger and seconded by Mrs. Miller.

Resolution vote is as follows:

Aye/Yes: Mr. Klinger, Mr. Kovalcin, Mrs. Lacek, Mr. Long, Mrs. Miller, Mr. Roof, and Mr. Taylor

Nay/No:

Abstain:

Absent: Mr. Christini, Mr. Sweitzer

Resolution #2016-5 carried.

Manager Lane stated that PennDot has plans to let the Bridge Street paving job in July, therefore, Bridge Street is going to be hectic. They will be removing trees, power lines etc., and will have flaggers. Next summer when they completely rebuild the road, they will have to close it.

Manager Lane also stated that PennDot would hold off doing milling work on Main Street until we have College Run project done on Main Street.

BOROUGH SOLICITOR’S REPORT

Solicitor Smith presented two resolutions to council. At the July 3, 2015, Council Meeting, motion was made and approved to convey the State Street property (old tennis court) to Bradford County, and the County in return convey their parking lot on the west side of the museum to go to the Bradford County Historical Society (Museum).

RESOLUTION 2016-6 – Resolved, that a deed be made and delivered by the Borough of Towanda as grantor to the County of Bradford as grantee conveying those certain lands acquired by the Borough of Towanda from Mary B. Jennings by deed dated May 11, 1923 and recorded the same date in Deed Book 351, Page 348 (tax parcel no. 48-086.004-283), and that Paul S. Sweitzer, President of the Towanda Borough Council, be authorized to execute and acknowledge the deed. This conveyance is made pursuant to a motion requested by Manager Lane at the July 3, 2015 Council Meeting approved by Council.

Motion to accept this resolution was made by Mr. Kovalcin and seconded by Mrs. Miller.

Resolution vote is as follows:

Aye/Yes: Mr. Klinger, Mr. Kovalcin, Mrs. Lacek, Mr. Long, Mrs. Miller, Mr. Roof, and Mr. Taylor

Nay/No:

Abstain:

Absent: Mr. Christini, Mr. Sweitzer

Resolution #2016-6 carried.

RESOLUTION 2016-7 – Resolved, that a deed be made and delivered by the Borough of Towanda as grantor to itself as grantee for the purpose of consolidating all lands owned by the Borough of Towanda designated for development with a municipal parking garage, and that Paul S. Sweitzer, President of the Towanda Borough Council, be authorized to execute and acknowledge the deed.

Motion to accept this resolution was made by Mr. Kovalcin and seconded by Mr. Taylor.

Resolution vote is as follows:

Aye/Yes: Mr. Klinger, Mr. Kovalcin, Mrs. Lacek, Mr. Long, Mrs. Miller, Mr. Roof, and Mr. Taylor

Nay/No:

Abstain:

Absent: Mr. Christini, Mr. Sweitzer

Resolution #2016-7 carried.

Solicitor Smith also told Council that he has been looking at the sign ordinance and feels there is more work involved in this ordinance. He stated there seems to be no consistency and it is ambiguous in some of the terminology. Solicitor Smith feels that there needs to be a more comprehensive look at it, however, he is still working on it.

BOROUGH SECRETARY REPORT

Secretary Kulick had nothing to report.

ADMINISTRATIVE REPORT

UNION SUB-COMMITTEE REPORT – Nothing to report.

FINANCIAL REPORT – Motion was made by Mr. Klinger and seconded by Mrs. Miller to pay the bills. Motion passed.

PLANNING COMMISSION REPORT – Mr. Long reported no meeting held.

RECREATION REPORT – Mr. Kovalcin stated they are continuing to meet and discuss projects for this summer.

TMA/WMA/CBPA REPORTS

Other Business:

A reminder that Spring Clean-Up will be taking place on May 6 and 7 this year.

ADJOURNMENT - Motion to adjourn was made by Mr. Kovalcin and seconded by Mr. Klinger. Meeting adjourned at 8:00 PM.

Diane M. Kulick
Towanda Borough Secretary