

**Towanda Borough
Regular Council Meeting Minutes
August 1, 2016**

The AUGUST 2016 regular meeting of the Towanda Borough Council was held on Monday, AUGUST 1, 2016, at the Municipal Building. Council President Paul Sweitzer called the meeting to order at 7:00 PM, with a moment of silence followed by the Pledge of Allegiance.

ROLL CALL

PRESENT: Mr. Christini, Mr. Klinger, Mr. Kovalcin, Mrs. Miller, Mr. Sweitzer, Mr. Taylor

ABSENT: Mrs. Lacek, Mr. Long, Mr. Roof

CITIZENS TO BE HEARD: Mr. Chris Brown of Central Bradford Progress Authority was in attendance to present a resolution asking council to authorize approval of the issuance of revenue bonds by CBPA in a principal amount not to exceed \$48,000,000 (the Bonds) for the purpose of making a loan to Guthrie Health (of Guthrie issued bonds).

[Resolution No. 2016-9 – CBPA Revenue Bonds \(Guthrie Clinic Issue\) of 2016](#)

Mr. Klinger made the motion and Mrs. Miller seconded it to authorize approval to issue the bonds. Voting Results are:

Aye/Yes: Mr. Christini, Mr. Klinger, Mr. Kovalcin, Mrs. Miller, Mr. Sweitzer, and Mr. Taylor

Nay/No:

Absent: Mrs. Lacek, Mr. Long and Mr. Roof

Resolution No. 2016-9 Carried.

SPECIAL HONOR:

In addition, the Officer Lake was present, and with Mayor Miller and Chief Epler, he presented a plaque and an officer's cap to Shane Snyder of Rome, making him an honorary member of the Towanda Police Department. Shane was born with Down's syndrome, and he always wanted to be a police officer. Officer Josh Lake is a friend of Shane's, and recently gave him a tour of the police station. Council also presented officer Lake with a citation for his commitment to community and his part in making this possible for Shane.

APPROVAL OF PREVIOUS MONTH'S MINUTES:

Motion to approve the July 5, 2016, regular meeting minutes was made by Mr. Taylor and seconded by Mr. Kovalcin. Motion passed.

FIRE CHIEF REPORT:

Chief Roof was absent, but it was reported that the light tower is to be fixed next Tuesday (8/9/2016). There were 14 incidents this past month.

FIRE BOARD REPORT:

Mr. Klinger had nothing new to report.

MAYOR'S REPORT:

Mayor Miller reported that a largely attended law enforcement rally was held at the courthouse last month, which he also attended. He stated that our local law enforcement fosters a good relationship with the public and this is very important and much appreciated.

POLICE CHIEF REPORT:

Chief Epler reported that officers Bellows, Hennessy, Edsell, Lake, Lamanna, Sgt. Lantz and the Chief attended DUI checkpoint training held at the Towanda High School.

Also, the Towanda Borough Officers including the Chief were present for the Law Enforcement Recognition Ceremony held in front of the Courthouse (The one Mayor Miller mentioned). The Chief also stated that there were several DUI roves conducted this month. Overall, it was a quiet month.

July 2016

| | | | |
|-----|-----------------------|---|----------------------|
| 205 | COMPLAINTS RECEIVED | 0 | JUVENILE PETITIONS |
| 11 | TRAFFIC CITATIONS | 0 | K-9 SERVICE (BORO) |
| 1 | NON-TRAFFIC CITATIONS | 7 | THEFT REPORTS |
| 1 | DUI ARRESTS | 5 | ANIMAL COMPLAINTS |
| 38 | DISTURBANCE CALLS | 2 | VEHICLE DOORS OPENED |
| 4 | VEHICLE ACCIDENTS | 4 | WARNINGS ISSUED |
| 5 | OUT OF TOWN ASSISTS | 0 | K-9 SERVICES |
| 5 | CRIMINAL ARRESTS | | |

POLICE COMMITTEE REPORT:

Mrs. Miller stated they are working on some things but nothing to report yet.

CODE ENFORCEMENT / PUBLIC WORKS REPORT:

Mr. Haight was absent; therefore, Mr. Sluyter reviewed the packet report. He stated that there were many maintenance permits for the past month and he reviewed the parking report.

Mr. Christini thanked Mr. Sluyter for his efforts in taking care of issues in the borough such as the grass mowing, garbage and junk under control.

PARKING REPORT – JULY 2016

| | | |
|--------------------------------------|---|-------|
| # Green Tickets Issued: | - | 64 |
| # Yellow Tickets Issued: | - | 7 |
| # Green Tickets Forgiven | - | 2 |
| # Yellow Tickets Forgiven | - | 1 |
| # Green Tickets Excused | - | 1 |
| # Yellow Tickets Forgiven | - | 1 |
| # Paid W/N 48 Hrs @ ½ Cost | - | 26 |
| \$ Amount Paid w/n 48 Hrs | - | \$260 |
| # Paid After 48 Hrs | - | 7 |
| \$ Amount Paid After 48 Hrs | - | \$140 |
| # Tickets to Magistrate as Citations | - | 0 |
| Amount Received from Magistrate | - | 0 |
| Delinquent Tickets before Citations | - | 13 |
| | - | \$260 |

| | | |
|---|---|-----------------------|
| Revenue from Reserved Parking Spaces | - | \$3,460 |
| Hours on Parking per Month | - | 80 |
| Police # of Tickets Written | - | 0 |
| # of \$10 tickets (Police Dept.) | - | 0 |
| \$ Amount Paid W/N 48 Hours | - | \$0 |
| # of \$20 Tickets (Police) | - | \$0 |
| \$ Amount Paid After 48 Hours | - | \$0 |
| <u>TOTAL MONTHLY REVENUE</u> | - | <u>\$4,120</u> |

BOROUGH MANAGER'S REPORT

1. **College Run**

Manager Lane is waiting for G. Devincintis (contractor) to execute the contract and return it with the all associated bonds and safeguards. Once the contract and bonds are complete, the Borough can issue the "Notice to Proceed". Manager Lane is optimistically anticipating construction to begin in September, which may work out better logistically, due to Riverfest and other projects happening on Main Street in August.

2. **Downtown Revitalization Project**

The bid opening for the first phase of phase II of the Towanda Downtown Re-vitalization project were opened on July 11th. This was for the construction of the Flying Cow and Bakery. Manager Lane stated that we received only one bid for the general construction portion and two bids for the electrical contract. We did not receive any bids for the Plumbing contract or the HVAC contract. He e-mailed council the bid tabulation sheet on July 13th. He recommended to council to reject all bids for this project by **motion**, and we will re-advertise and re-bid the project as one contract.

A motion to reject all July 11th bids that were submitted for the Flying Cow and Bakery project was made by Mr. Christini and seconded by Mr. Kovalcin. The motion passed.

3. **Feasibility Study**

Manager Lane talked about the submitted grant application that was sent in April in conjunction with three surrounding municipalities. DCNR, the agency administering the grant, has contacted Northern Tier Regional Planning and Development to ask if the municipalities would be willing to increase the commitment amount by \$425 bringing the commitment to \$2,525 per Borough. DCNR feels to complete the study and fulfil the requirements of the feasibility study; it will require a cost of at least \$20,000. Manager Lane asked council for a **motion** to approve this additional commitment of money.

A motion to approve additional commitment of money (\$425) to this feasibility study was made by Mr. Kovalcin and seconded by Mrs. Miller. The motion passed.

4. **PennDOT**

Manager Lane stated that a few PennDOT projects would all be coming to a head this month. Work on Bridge Street continues through the utility stage, and it looks like Valley Energy is just about ready to wrap up their work. Next, is the replacement of both the water & sewer lines from Main Street to Mechanic Street. The work will include the replacement of 2,400 feet of 8-inch water main, manholes, and fire hydrants. The work also includes the replacement of 2,400 feet of 8-inch sewer main and manholes. He was advised that in August PennDOT would begin work on the ADA ramps on Main Street. This will include all intersections from Mix Avenue to Washington Street. The Elizabeth Street ramp will be complete during the Borough's College Run Project.

5. **800 Block**

Manager Lane submitted an application for a federally funded Community Development Block Grant (CDBG) to the Bradford County Commissioners, with the intention of using the funds to demolish the two blighted properties we bought last year. Once these properties are cleaned, we can start kicking around ideas for redevelopment. He stated that this request would be presented to the Bradford County Commissioners on August 24th.

BOROUGH SOLICITOR'S REPORT

Solicitor Smith had nothing new to report.

BOROUGH SECRETARY REPORT

Secretary Kulick reminded council that the borough picnic is being held on August 12th at Memorial Park beginning at 4:00 PM.

ADMINISTRATIVE REPORT - In packet.

UNION SUB-COMMITTEE REPORT – Nothing to report.

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

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

RECREATION REPORT – Mr. Kovalcin stated that 22 fire hydrants have been painted to date and there are more slated to be done. It has been a very successful endeavor for the community and makes the town look nice.

TMA/WMA/CBPA REPORTS – Included in packets.

Other Business Topics:

ADJOURNMENT - Motion to adjourn was made by Mr. Taylor and seconded by Mr. Klinger. Meeting adjourned at 7:41 PM.

Diane M. Kulick
Towanda Borough Secretary