

Towanda Borough Regular Council Meeting Minutes February 1, 2016

The **FEBRUARY 2016** regular meeting of the Towanda Borough Council was held on Monday, February 1, 2016, at the Municipal Building. Council President Paul Sweitzer called the meeting to order at 7:02 PM, with a moment of silence followed by the Pledge of Allegiance.

ROLL CALL:

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

ABSENT: None.

CITIZENS TO BE HEARD: None.

APPROVAL OF PREVIOUS MONTH'S MINUTES:

Motion to approve the January 4, 2016, reorganization and regular meeting minutes was made by Mr. Long and seconded by Mrs. Lacek. Motion passed.

FIRE CHIEF REPORT:

Chief Roof reported there were 11 calls plus 4 more since his report was issued. He stated that equipment is all in good working order.

FIRE BOARD REPORT:

Mr. Klinger was unable to attend the last meeting, but Chief Roof stated there was nothing to report.

MAYOR'S REPORT:

Mayor Miller reminded Council members to be alert for unusual activity in their neighborhood, and do not hesitate to report it.

POLICE CHIEF REPORT:

Chief Epler stated that part-time Officer Michael Lamanna has been working with Officer Bellows and Sgt. Lantz all this month. He is progressing nicely, and will be ready to start working overlap shifts sometime in the coming month. Officer Lamanna was also sent to SFST (Standardized Field Sobriety Testing) school at Montrose for DUI training.

The Chief has also put into place several new policies and procedures for the use of the Visual Alert system, which is the main operating system in the department. The changes have been well received by the Officers and he is very pleased with the outcome. They have also added a much-needed third operating license to Visual Alert.

911 Rapid Response has been notified of the delivery of the new 2016 Ford, as they are the Police Equipment Out-fitters that will be taking care of both the new car and the conversion of the 2014 into a black and white Patrol car.

Chief Epler also state that the K-9 SUV is back in service after having the transmission rebuilt. The 2006 Crown Vic is having front ball joints replaced, and our borough mechanic has been working thru the cars for inspections and service work. In addition, the 2009 Dodge Charger has been stripped of all its police gear after being sold. The radio from that car will be going into the new 2016, which will save appx \$550. The other lights and siren control box will be saved for use in any other vehicles.

In closing, Chief Epler and President Sweitzer asked Daily Review reporter James Lowenstein to please insert an item in the paper concerning ongoing break-ins and for people to report to the police any suspicious behavior, or anything that does not look normal in their neighborhood.

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278	COMPLAINTS RECEIVED	2	JUVENILE PETITIONS
14	TRAFFIC CITATIONS	0	K-9 SERVICE (BORO)
6	NON-TRAFFIC CITATIONS	16	THEFT REPORTS
2	DUI ARRESTS	4	ANIMAL COMPLAINTS
38	DISTURBANCE CALLS	7	VEHICLE DOORS OPENED
4	VEHICLE ACCIDENTS	8	WARNINGS ISSUED
0	OUT OF TOWN ASSISTS	0	K-9 SERVICES
7	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 12 permits issued in January 2016.

The value of permits issued work in the borough year-to-date is \$39,420.00.

Permit fees paid in January is \$833.00.

Code Inspections charges were \$320.00.

Total Towanda Borough collected is \$513.00.

Mr. Haight stated that the contractor renewal letters have been sent out, and he reviewed the compliance actions, permits issued and rental inspections.

PARKING REPORT – JANUARY 2016

# Green Tickets Issued:	-	36
# Yellow Tickets Issued:	-	1
# Green Tickets Forgiven	-	0
# Yellow Tickets Forgiven	-	0
# Green Tickets Excused	-	0
# Yellow Tickets Forgiven	-	0
# Paid W/N 48 Hrs @ ½ Cost	-	5
\$ Amount Paid w/n 48 Hrs	-	\$50
# Paid After 48 Hrs	-	3
\$ Amount Paid After 48 Hrs	-	\$60
# Tickets to Magistrate as Citations	-	15
Amount Received from Magistrate	-	Need figure from Susan
Delinquent Tickets before Citations	-	11
Revenue from Reserved Parking Spaces	-	\$3,180
Hours on Parking per Month	-	70
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	-	\$3,290

BOROUGH MANAGER’S REPORT:

1. 2016 Police Car - Manager Lane talked about the 2016 Ford Utility Police Interceptor. The car cost is \$27,871 under the state contract. The 2009 Dodge Charger sold on “Municibid” for \$7,300. When the bid was advertised for public bid, the highest bid was \$5,100. The new car should arrive in the next week or two. Manager Lane was able to obtain a loan from C&N Bank for 2.9% for 3 years for the Police Interceptor. This should address the aging fleet for the Police Department. They now have (3) vehicles less than 5 years old.
2. College Run - Manager reported that he received cost estimates to bore underneath the railroad tracks, as the Reading Blue Mountain & Northern Railroad (RBMN) is requiring us to do. The cost to use the boring method is estimated to cost around \$408,227, versus an open cut construction that is estimated at \$119,076. The cost difference is staggering for affecting only 90 feet of ground. Manager Lane stated that he is working with FEMA and the railroad (RBMN) to try to come up with a solution. If the railroad (RBMN) will not compromise, he does not see this project moving forward as designed. This project is PEMA/FEMA funded and the set dollar amount is the final amount they will provide. Any overages will not be covered by FEMA funds.
3. Downtown Revitalization Project- Manager Lane stated that The Flying Cow portion of the project is scheduled to go for bid this month. The tentative schedule is as follows:
Public Notice: Now through Mid-February
Bid Docs available: 2/8/16
Pre-Bid meeting: TBA
Bids Due: 2/29/16
Bid evaluation, contracts and contract signing: 3/14/16
Notice to Proceed: 3/21/16
Substantial Completion 9/12/16
Old Cow Moves to New COW 9/12/16 - 9/26/16
Demolition of OLD COW: 9/26/16 - 10/3/16
Construction Window for Garage opens 10/4/16

Fred Smith is working on the cooperation agreement between the Borough and the Flying Cow.
4. 2015 Financial Audit - Manager Lane informed Council that the 2015 books are closed and we have informed Lochen & Chase they may begin the audit at any time.
5. Shade Tree Commission – Manager Lane and the Shade Tree Commission met to discuss PennDOT’s reconstruction of Bridge Street (SR-3018). Fourteen (14) trees will be removed during construction and replaced at the conclusion of construction. The committee methodically made choices on species and locations of the new trees. Manager Lane also provided PennDOT with the report from the committee, and so far, they have accepted it.
6. Bradford County Tax Collection Committee – Manager Lane told Council that he would like them to appoint by resolution (3) delegates to represent Towanda Borough on the committee. The Borough Manager is the Primary, the Borough Secretary is the first alternate, and the Towanda School District Business Manager is the second alternate.

RESOLUTION 2016-2 – Bradford County TCC (Tax Collection Committee) Voting Delegate Appointment Resolution to appoint required delegates to represent Towanda Borough as part of this committee. 1st delegate is Towanda Borough Manager; 2nd delegate is Towanda Borough Secretary; and 3rd delegate is the Business Manager of Towanda Area School District.

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

Resolution vote is as follows:

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

Nay/No:

Abstain:

Absent:

Resolution #2016-2 carried.

7. Paving 2016 – Manager Lane would like to consider paving Washington Street from Main Street to the Parkway. He did not specifically budget for this; however, he did reserve a small amount of money in the Liquid Fuels fund for paving. He told Council that he would like this to happen with PennDOT's mill and overlay project on Main Street. He stated he would also like to address sidewalks in the area at the same time, as well as a sewer main that should be replaced in the area as well. He told Council that he will discuss this with TMA at their next meeting, and added that we can do the sewer main work in house.

BOROUGH SOLICITOR'S REPORT:

Solicitor Smith told Council that he is continuing to work on the cooperation agreement between the Borough and the Flying Cow, as Manager Lane stated earlier.

Solicitor Smith also asked for a resolution:

RESOLUTION 2016-3 – To execute in writing that satisfaction is acknowledged between Towanda Borough and Gannon Associates Incorporated for two (2) mortgages held by Towanda Borough that are fully complied with by Gannon Associates Incorporated. In addition, President Sweitzer be and hereby is authorized to execute and deliver the satisfaction pieces to them for recording.

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

Resolution vote is as follows:

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

Nay/No:

Abstain:

Absent:

Resolution #2016-3 carried.

BOROUGH SECRETARY REPORT

Secretary Kulick gave an update on parades and 5K's that are coming up in the spring.

ADMINISTRATIVE REPORT

UNION SUB-COMMITTEE REPORT – Nothing to report.

FINANCIAL REPORT – Motion was made by Mr. Klinger and seconded by Mrs. [Lack](#)(correction: [Lacek](#)) to pay the bills. Motion passed.

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

RECREATION REPORT – Mr. Kovalcin reported no meeting held in January.

TMA/WMA/CBPA REPORTS – Manager Lane reported that the water wells are in the developing stage.

Other Business: Manager Lane stated that the YMCA is proposing a third 5K run/walk route for Council to consider. They claim that the current course is too hilly for some people who participate in the walk/runs. The YMCA personnel also wanted to know if Council would be open to them using the parkway "roadway". It was stated that we have two routes now with one of them being not so hilly. Manager Lane said if they come up with another route, he would present it to Council for consideration. Mr. Christini stated that he is not in favor of allowing runners on the roadway and feels it could be dangerous, especially in the northern part of the route.

ADJOURNMENT - Motion to adjourn was made by Mrs. Lacek and seconded by Mr. Klinger. Meeting adjourned at 7:52 PM.

Diane M. Kulick
Towanda Borough Secretary