

Towanda Borough Regular Council Meeting Minutes July 5, 2016

The **JULY 2016** regular meeting of the Towanda Borough Council was held on Monday, JULY 5, 2016, at the Municipal Building. Council Vice-President Mark Christini 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. Kovalcin, Mrs. Lacek, Mr. Long, Mrs. Miller, Mr. Roof
Mr. Taylor

ABSENT: Mr. Klinger, President Mr. Sweitzer

CITIZENS TO BE HEARD: None present.

APPROVAL OF PREVIOUS MONTH'S MINUTES:

Motion to approve the June 6, 2016 regular meeting minutes was made by Mr. Taylor and seconded by Mr. Kovalcin. Motion passed.

FIRE CHIEF REPORT:

Chief Roof reported that there were 13 calls for the month. The light tower is not on the engine yet. He is waiting to hear from the insurance company.

Chief made a motion to council to approve Calvin Forrest as a fire engine driver. This is seconded by Mrs. Lacek. Motion passed.

In addition, Chief Roof stated that a tree fell on the firemen's barbecue storage shed from a storm last week and destroyed it. The storm also damaged a pavilion and movable sign. All should be covered by insurance.

The Chief also stated the fire company purchased a larger 18-foot trailer to transport the barbecue grill equipment and deep fryer to different places.

Chief Roof received approval from Manager Lane to have our Mechanic, Dalton Maynard change vehicle fluids at the fire department garage building. This way we would save money doing this in-house instead of paying a private garage to change them.

FIRE BOARD REPORT:

Mr. Klinger was absent, but Chief Roof stated that our Borough Mechanic, Dalton Maynard is now able to change fluids at the fire department garage building.

MAYOR'S REPORT:

Mayor Miller stated that he attended the Bradford County Veterans Memorial Park dedication ceremony yesterday (July 4th). Mr. Doherty's speech was excellent, and the key to the city was given to Lt. Jim Crowell. The Mayor said that the parade had a nice turnout and he rode in it with Officer Lamanna. Also, he stated that the new borough police dog (Edo) was in the parade for the first time with Officer Hennessy. He still has Moro, but Moro is getting up in age, so Edo will replace Moro.

Mayor Miller also read a Facebook thank you to officer Hennessy from a gentleman from out of town whose wallet was found by officer Hennessy at a gas station. Officer Hennessy contacted the owner on FB and shipped out the wallet to him. The gentleman commended him and the Towanda Police Department.

POLICE CHIEF REPORT:

Chief Epler reported that officer Hennessy and Edsell attended the “Touch-a-Truck” event at the Towanda Airport.

Also, Chief Epler stated that the police department purchased and are using the new door check cards during the late night shifts. These cards are slipped in the door and tell the owner that we are checking their doors.

Chief also said there were several DUI roves held in the past month. They will continue to do this with 1 extra officer on duty.

Officer Hennessy attended K-9 school in Endicott, NY, and K9 Edo was successfully certified. This is common practice for our K-9’s.

Also, the bike patrols have been continuing as time and weather permit.

Chief Epler also stated that damage to the 2014 police vehicle was repaired and the suspect has been charged the repair bill as part of restitution.

The police had a tour of our police cars and K-9 (Moro) for the children of BLAST.

And finally Chief Epler said Sargent Lantz attended training in Harrisburg, Pa, and is a certified instructor for civilians including teachers on Active Shooter Incidents.

June 2016

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|-----|-----------------------|----|----------------------|
| 271 | COMPLAINTS RECEIVED | 0 | JUVENILE PETITIONS |
| 46 | TRAFFIC CITATIONS | 0 | K-9 SERVICE (BORO) |
| 5 | NON-TRAFFIC CITATIONS | 6 | THEFT REPORTS |
| 3 | DUI ARRESTS | 8 | ANIMAL COMPLAINTS |
| 32 | DISTURBANCE CALLS | 6 | VEHICLE DOORS OPENED |
| 6 | VEHICLE ACCIDENTS | 12 | 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 was absent. Report was included in each packet.

PARKING REPORT – JUNE 2016

- # Green Tickets Issued: - 53
- # Yellow Tickets Issued: - 6

- # Green Tickets Forgiven - 2
- # Yellow Tickets Forgiven - 0

- # Green Tickets Excused - 0
- # Yellow Tickets Forgiven - 0

- # Paid W/N 48 Hrs @ ½ Cost - 20

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|--------------------------------------|----------|----------------|
| \$ Amount Paid w/n 48 Hrs | - | \$200 |
| # Paid After 48 Hrs | - | 3 |
| \$ Amount Paid After 48 Hrs | - | \$60 |
| # Tickets to Magistrate as Citations | - | 23 |
| Amount Received from Magistrate | - | 0 |
| Delinquent Tickets before Citations | - | 14 |
| | - | \$280 |
| 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> | - | \$4,000 |

BOROUGH MANAGER'S REPORT

1. **College Run –**

Manager Lane reported that the bid opening took place on June 28th in the council room at 5:30 PM, and we received six bids for the project.

The apparent low bid was **G. DeVincentis & Sons** based in Binghamton, NY. The base bid was \$1,860,000; the alternate bid was \$129,000, bringing the overall total to \$1,989,000. (The full bid tabulation is in the packets.)

Manager Lane state the project engineer on the project has reviewed the bids and gives this bid the recommendation. **Manager Lane then asked that Council accept by motion, the low total bid of \$1,989,000 for the College Run Improvement Project, and he will issue a notice to proceed upon approval. Motion to accept this bid from G. DeVincentis & Sons was made by Mr. Long and seconded by Mrs. Lacek. Motion passed.**

He stated that a notice will be sent to G. DeVincentis & Sons, and the company will then get their bonds in place and notice to proceed will be given.

Manager Lane also stated that October was the time line dictated by FEMA, but FEMA will issue an extension. Overall, they have 300 days in contract to finish the project. The company told Manager Lane that if they can work through winter, they will do so.

2. **Downtown Revitalization Project-**

Manager Lane shared that Phase One of Phase Two (the Flying Cow) portion of the Downtown Towanda Revitalization project has been advertised seeking bids to construct the Cow. Bids will be opened on July 11th. This is the first step in order to demolish the existing building to make way for the parking garage. It will take 2 to 3 months to get this building built.

He will continue to work closely with the Office of the Budget. They are currently working through the steps for the first re-imbusement. The Borough has drawn \$411,847.67, from the Bradford County Infrastructure loan so far and we do not see another draw until after re-imbusement's process has begun.

Manager Lane has also set in motion the relocation of the electrical lines on the property, which will happen before the new Flying Cow is finished.

3. **Impact Fee - Act 13 -**

Manager Lane said that the Borough will be receiving \$99,875.34. The amount is \$35,000 less than last year. He mentioned a few months ago about putting the generator for Borough Hall and the HVAC for the Municipal building on hold. He has decided to push these projects into next year. We have a majority of this money earmarked for the Police Pension Fund and do not want to be caught between a rock and hard place when it comes MMO time. He also stated that we need to consider future equipment purchases and paving borough streets.

Other Item: Manager Lane also stated that he is trying to get CDGB money to knock down the houses the borough bought on 2nd Street. Demolition for blight is acceptable use for this type of money.

BOROUGH SOLICITOR'S REPORT

Solicitor Smith had with him Resolution 2016-8 - Authorization for Manager Lane to sign the necessary documents for Downtown Revitalization Projects.

Resolution No. 2016-8 -- Agreements and Authorizations RACP Project

Manager Lane read and asked for a resolution for Towanda Borough to enter into an agreement with Bradford County assigning them the right to receive RACP grant proceeds for Downtown Revitalization project (as approved by the Commonwealth of PA on August 12, 2015), as payment of the Borough's obligation as borrower to the County as lender under the promissory note dated September 17, 2015, in the amount \$2,800,000. Also, to authorize the Commonwealth of PA, through the Office of the Budget, to pay Bradford County RACP grant proceeds to pay the Note in full. Further that Borough Manager Lane be authorized to execute and deliver all agreements, instruments and other documents necessary for implementation of this resolution.

Voting Results are: Motion to enter the agreements and authorizations in this Resolution No. 2016-8 was made by Mr. Long, and motion seconded by Mr. Kovalcin.

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

Nay/No:

Absent: President Sweitzer

Resolution No. 2016-8 carried.

Solicitor Smith also stated that we need to take the initial steps of condemnation of the existing Flying Cow property. He will work on this for our August 2016 meeting. Zoning and parking he will still need to do.

BOROUGH SECRETARY REPORT

Secretary Kulick had a thank you note she read from Happy Tails No Kill Animal Shelter Inc., thanking the Borough and TMA for making a donation in memory of Officer Hennessy's father, John M. Hennessy, who passed away in May of this year. Also, they sent a note to Officer Hennessy's family of this gift.

Also, the Borough Picnic will be held on August 12th and not the 5th. Mrs. Kulick was directed to put notices up at Memorial Park stating **No take outs of food from the Park**. The picnic is a get together to enjoy, eat and visit with each other.

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In addition, Progress Authority and the Borough would like to get a card of thanks to Mrs. Kay (Daryl) Miller for planting and pruning the Roger Madigan Park again this year, plus pulling the weeds by the riverwalk. Her efforts are valued and appreciated by us both.

ADMINISTRATIVE REPORT – Vice President Christini stated that the Police Pension plan return is reasonable after comparing it to a couple other borough’s police pension plans.

There will be a meeting to discuss the Police disability plan this month.

UNION SUB-COMMITTEE REPORT – Nothing to report.

FINANCIAL REPORT – Motion was made by Mrs. Lacek 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 getting ready to start a “paint the fire hydrant” program and will be looking for volunteers to paint them. We will supply the proper paint colors and brushes.

TMA/WMA/CBPA REPORTS – Included in packets.

Other Business Topics:

Manager Lane stated that the water company is selling a lot of bulk water.

ADJOURNMENT - Motion to adjourn was made by Mrs. Lacek and seconded by Mrs. Miller. Meeting adjourned at 7:47 PM.

Diane M. Kulick
Towanda Borough Secretary