

Borough Council Meeting Minutes
 May 2, 2016

Towanda Borough
 Regular Council Meeting Minutes
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The **MAY 2016** regular meeting of the Towanda Borough Council was held on Monday, May 2, 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. Lacek, Mr. Long, Mrs. Miller, Mr. Sweitzer, Mr. Taylor

ABSENT: Mr. Roof

CITIZENS TO BE HEARD: Mr. Richard McGuire – 500 Ann Street, Towanda, PA – Mr. McGuire stated his concerns about the street he lives on (Ann Street), as being a “mess” with potholes. He asked council to look into paving that street in the near future. Manager Lane stated that he had an estimate done on this street and part of Fourth Street leading into Ann Street (2 blocks). The estimate was around \$40,000. Manager Lane stated that PennDOT recommended that he concentrate on high volume roads in the borough for now. Mr. Christini stated that there is a system in place for paving, and it has to be followed.

APPROVAL OF PREVIOUS MONTH'S MINUTES:

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

FIRE CHIEF REPORT:

Chief Roof was absent and Mr. Klinger reported that the fire company had a busy month. There were 15 total incident calls for March 30 thru April 30, 2016. He stated that all equipment is in good working order with no issues.

FIRE BOARD REPORT:

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

MAYOR'S REPORT:

Mayor Miller attended little league opening day parade. He also stated the firemen hosted a successful chicken barbeque that sold approximately 350 halves. He also attended the ribbon cutting for the Towanda Terrace on Main Street. The Mayor also signed a proclamation for Music Week from May 1st to 8th, 2016.

Also, Mayor Miller reminded everyone that the Bradford County Addiction Awareness Rally will be held this Thursday (May 5th) at the BC Courthouse.

Mayor Miller also told council that former Towanda mayor Elwood Spencer passed away in March. He was very well known as mayor and as a car salesman.

POLICE CHIEF REPORT: Chief Epler also presented his Year End Review for 2015.

Chief Epler stated that Officer Bellows and Officer Edsell attended a mandatory DUI Conference in Philadelphia, PA. This training keeps us current with new law changes and insures that we will continue to receive grant funding for the coming year.

Sergeant Lantz and Officers Lake, Lamanna and Campbell attended “active shooter” training at Athens School District. This training session was for faculty, staff, administrators, and emergency responders from all over Bradford County.

Chief Epler attended bi-annual mandatory recertification training for DRE (Drug Evaluation Classification) in Mechanicsburg, PA, and he attended training for victimization of the elderly at the American Legion in Towanda.

April 2016

309	COMPLAINTS RECEIVED	1	JUVENILE PETITIONS
21	TRAFFIC CITATIONS	0	K-9 SERVICE (BORO)
6	NON-TRAFFIC CITATIONS	7	THEFT REPORTS
0	DUI ARRESTS	9	ANIMAL COMPLAINTS
38	DISTURBANCE CALLS	5	VEHICLE DOORS OPENED
2	VEHICLE ACCIDENTS	10	WARNINGS ISSUED
0	OUT OF TOWN ASSISTS	0	K-9 SERVICES
7	CRIMINAL ARRESTS		

Mr. Christini asked Chief Epler about the camper situation on Foster Road. Chief Epler stated that this situation is at more than one location in the borough. Solicitor Smith read from Section 3352 of the State Code “allowing removal of vehicle by or at direction of police.”

Chief Epler would like to see an ordinance in the borough code that is more specific on what is considered an abandoned vehicle with inspection context. Solicitor Smith stated that in Section 3352 - the state motor vehicle code definitions (102 - Abandoned vehicle) provides enough wording that defines the definition of a vehicle.

At this time, a motion was made to proceed with enforcing the code by preceding with the 5 to 7-day notice and to follow the procedure in the code. Motion was made by Mr. Kovalcin and seconded by Mrs. Lacek. Motion carried. Therefore, the police department send a letter out to the owner of the abandoned vehicle. Mr. Christini stated that we are obligated by our solicitor's advice to take action because if we don't then we are personally liable.

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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 19 building permits issued in April 2016

The value of the work for permits issued in the borough year-to-date is \$311,445

Permit fees paid in April 2016 is \$1,969.00

Code Inspections charges in April 2016 is \$755.00

Actual total Towanda Borough collected in April 2016 is \$1,214.00

Mr. Haight noted that there were 13 rental properties that have passed inspection this month, and 10 rental properties that failed the first rental inspection. Also, one apartment has been in failed status 2 times since April 2015, and 7 that failed the first time and now have passed the second inspection.

In addition, Mr. Haight stated that there are currently 65 compliance action issues, with 33 of the compliance action notices on just one particular address and owner, and 8 compliance action issues on another particular address and owner. Citations have been issued.

PARKING REPORT – APRIL 2016

# Green Tickets Issued:	-	21
# Yellow Tickets Issued:	-	2
# Green Tickets Forgiven	-	1
# Yellow Tickets Forgiven	-	0
# Green Tickets Excused	-	0
# Yellow Tickets Forgiven	-	0
# Paid W/N 48 Hrs @ ½ Cost	-	7
\$ Amount Paid w/n 48 Hrs	-	\$70
# Paid After 48 Hrs	-	2
\$ Amount Paid After 48 Hrs	-	\$40
# Tickets to Magistrate as Citations-		0
Amount Received from Magistrate-		Need figure
Delinquent Tickets before	-	14
Citations	-	\$280
Revenue from Reserved Parking Spaces	-	\$3,460
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	-	\$3,850

BOROUGH MANAGER'S REPORT:

College Run –

Manager Lane stated that College Run project is moving forward. Northern & Reading Blue Mountain has issued us an "Exception" to their policy and will allow us to cross the tracks via open trench. They have provided detailed specifications to replace the track once the pipe is in place. The specifications will be added to the bid documentation and sent out to bid within the next 2 weeks. Manager Lane is very pleased with the response from the railroad and would like to mention how amicable the railroad has been during this process. All the regulatory permits are in place and he does not foresee any more hurdles for this project. Stiffler-McGraw expects to have the bid for the ~~delete-boring under the railroad-delete~~ project advertised by the end of this week. It was noted that this project is very important and crucial for preventing the town from washing away.

Downtown Revitalization Project-

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Manager Lane stated that the Towanda Terrace held their official "ribbon cutting" last Thursday. The event marked the completion of Phase I of the Towanda Downtown Revitalization Project. As for Phase II, he is still working with the office of the budget to ensure all proper paperwork and requirements are completed properly.

Manager Lane also received two proposals for a line of credit. He will review and discuss with F&A committee next month.

Bicycle Trail Study -

The grant application was submitted to DCNR on April 13th. All four municipalities were included and Manager Lane expects a response in 3-4 months. This project continues to draw excitement and we look forward to making the project a reality.

Update Water & Sewer regulations in Towanda Borough Code –

Manager Lane was recently made aware that Water & Sewer regulations in the Borough code need to be updated to match the update TMA approved in 2013. He plans on going through the regulations and clean them up and have it advertised before adopting.

Low Volume Road Grant –

On April 27th, Manager Lane submitted an application to the Bradford County Conservation district for their "Low Volume Road" program. The project he submitted was the same project submitted in 2015. He is proposing to install a 15" (inch) storm drain and catch basins on Fifth Street from Thomas Street to Memorial Park Drive. There is currently an old metal pipe that has no catch basins or inlets. (Manager Lane is not completely sure why it was installed without inlets to begin with) The area is however prone to high volumes of run-off during storm events in which the water is washing out driveways and not making it to the College Run storm system. We will do the work and the grant will buy the material.

BOROUGH SOLICITOR'S REPORT

Solicitor Smith stated that we already talked about abandoned vehicle parking code earlier.

Solicitor Smith also told council that he is still going over the sign section of the ordinances.

He also stated he is reviewing the parking garage information.

Also, Manager Lane stated that he has received 2 quotes for a line of credit, and these will be addressed at the next finance and administration meeting before June's council meeting.

BOROUGH SECRETARY REPORT

Secretary Kulick had nothing to report.

ADMINISTRATIVE REPORT - Manager Lane again communicated that we received two proposals for a line of credit. He will review and discuss with F&A committee next month.

UNION SUB-COMMITTEE REPORT – Nothing to report.

FINANCIAL REPORT – Motion was made by Mr. Long and seconded by Mr. Klinger 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 Topics:

Reminder: Spring Clean-Up will be taking place this coming weekend.

Mr. Long asked for an explanation of what PA One Call System means.

It is a non-profit Pennsylvania corporation created to protect the underground facilities before anyone begins to disturb the earth. Any excavator, contractor, plumber, builder, designer, and the general public sends requests to find out where underground lines are located. In turn PA One Call System notifies member underground facility owners of the intent to excavate. The member underground facility owner then marks where their lines are located. It is required by law that all excavators must contact PA One Call at least 3 business days prior to excavation.

ADJOURNMENT - Motion to adjourn was made by Mrs. Lacek and seconded by Mr. Kovalcin. Meeting adjourned at 7:50 PM.

Diane M. Kulick
Towanda Borough Secretary