

**Towanda Borough
Regular Council Meeting Minutes
September 6, 2016**

The SEPTEMBER 2016 regular meeting of the Towanda Borough Council was held on Tuesday, SEPTEMBER 6, 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. Klinger, Mrs. Lacek, Mr. Long, Mrs. Miller, Mr. Roof, Mr. Taylor

ABSENT: Mr. Kovalcin, Mr. Sweitzer

CITIZENS TO BE HEARD:

APPROVAL OF PREVIOUS MONTH'S MINUTES:

Motion to approve the August 1, 2016 regular meeting minutes was made by Mr. Taylor and seconded by Mr. Klinger. Motion passed.

FIRE CHIEF REPORT:

Chief Roof reported that August was a busy month. The shed that was destroyed in the storm on July 25, 2016 has been replaced. He also stated the tree that fell has been cleaned up. There were 14 incidents this past month.

Chief Roof also asked for Council to approve Tim Miller (Towanda Fire Dept member) as a tower truck driver, as he has the necessary certification to operate the fire apparatus. Motion was made by Chief Roof and seconded by Mr. Klinger. Motion passed.

FIRE BOARD REPORT:

Mr. Klinger attended the meeting but had nothing new to report.

MAYOR'S REPORT:

Mayor Miller reported he attended Riverfest opening and presented flowers to Mary Ann Harris for her years of service planning and working at the annual Riverfest. He also commended Jim Haight, and the whole crew for their hard work at this year's Riverfest.

Secretary Kulick presented and asked for Council's approval of the DUI grant - **Resolution 2016-10 – 2017 DUI Grant for the Police Department.**

Motion to approve the grant was made by Mr. Klinger and seconded by Mrs. Miller. The vote was as follows:

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

Nay/No: None.

Absent: Mr. Kovalcin, President Sweitzer

Resolution No. 2016-10 carried.

POLICE CHIEF REPORT:

Chief Epler was absent, therefore Mayor Miller reviewed the Police Chief's Report.

He stated there were extra Police Officers added for Riverfest, one extra on Thursday, 2 extra on Friday, and 3 extra on Saturday night.

Members of the department led by Sgt. Lantz gave training and demonstrations at the High School for all Towanda Area School Staff on emergency actions in a crisis situation.

Several DUI roves were conducted this month.

Chief Epler also reported that he watched debates on Police Body Camera's at the House Judiciary Committee in Harrisburg. After watching this, he believes that it is in Towanda's best interest to wait on cameras until the House has their legislation in place.

August 2016

263	COMPLAINTS RECEIVED	2	JUVENILE PETITIONS
49	TRAFFIC CITATIONS	0	K-9 SERVICE (BORO)
4	NON-TRAFFIC CITATIONS	7	THEFT REPORTS
3	DUI ARRESTS	8	ANIMAL COMPLAINTS
39	DISTURBANCE CALLS	3	VEHICLE DOORS OPENED
4	VEHICLE ACCIDENTS	8	WARNINGS ISSUED
2	OUT OF TOWN ASSISTS	0	K-9 SERVICES
11	CRIMINAL ARRESTS		

POLICE COMMITTEE REPORT:

Mrs. Miller stated there were no meetings in August.

CODE ENFORCEMENT / PUBLIC WORKS REPORT:

Mr. Haight reviewed the report. There were 20 permits issued in August 2016. The value of the work for permits issued in the borough year-to-date is \$2,652,436.64. Permit fees paid in August 2016 is \$621. Code Inspections charges in July 2016 is \$5,265. The total contractor's registrations for August is \$550, and a year-to-date total is \$9,100. The UCC reportable permits amount is \$156 year-to-date.

PARKING REPORT – AUGUST 2016

# Green Tickets Issued:	-	63
# Yellow Tickets Issued:	-	8
# Green Tickets Forgiven	-	1
# Yellow Tickets Forgiven	-	1
# Green Tickets Excused	-	3
# Yellow Tickets Forgiven	-	0
# Paid W/N 48 Hrs @ ½ Cost	-	4
\$ Amount Paid w/n 48 Hrs	-	\$140
# Paid After 48 Hrs	-	3
\$ Amount Paid After 48 Hrs	-	\$60
# Tickets to Magistrate as Citations	-	0
Amount Received from Magistrate	-	0
Delinquent Tickets before Citations	-	8
	-	\$130

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>\$3,790</u>

BOROUGH MANAGER'S REPORT

1. College Run –

Manager Lane stated that work on the College Run Project has begun. The plan is to start with the sanitary sewer on Elizabeth Street. The street will remain closed until both the sewer main is relocated and the 60" storm drain is finished. He also noted that we have 300 days to substantial completion.

2. Downtown Revitalization Project-

Bids were opened on September 1st for Phase I of Phase II of the Towanda Downtown Revitalization project. This is the construction of the Flying Cow & Bakery. Manager Lane stated we received two bids for project. The low bid was from Middendorf Contracting, Inc. in the amount \$384,595; and the second bid was from Charles W. Grimm Construction, Inc. in the amount \$428,668. **At this time Manager Lane recommend council accept the low bid of \$384,595 from Middendorf Contracting. A motion to accept Middendorf's bid was made by Mrs. Lacek and seconded by Mr. Long. Motion passed.** He also stated that there will be a lot of paperwork to do to get this project started. Also, Manager Lane submitted the paperwork for Phase I of the Downtown Revitalization Trehab project. Manager Lane stated that tomorrow he will call the architect.

3. PennDOT Projects–

The long anticipated PennDOT projects have finally begun.

Glen O'Hawbaker Inc. started replacing catch basins on Main Street last week. They anticipate the project to last about two months. The work does include the ADA sidewalk ramps as well as the catch basins and grates. This work is being completed prior to PennDOT paving in April 2017.

HRI Inc. has begun the relocation/replacement of the water and sewer mains on Bridge Street. Currently, they plan to begin work on the water line starting at Main Street working up hill to Second Street. They anticipate closing the street a block at a time during work hours and opening the street back up after the workday has ended. They are hoping to be finished with the project by Thanksgiving. The full reconstruction of Bridge Street will begin next spring.

4. 2017 MMO Police Pension –

Manager Lane presented the Minimum Municipal Obligation (MMO) valuation sheet prepared by the pension plan's actuary. The Plan will require a contribution from the Borough in the amount \$166,740 in October 2017. \$29,185 is derived from member contributions and \$54,600 is derived from Act 205 (State Aid). The remaining \$82,955 of the obligation was money set aside from the proceeds of Act 13 Impact Fee payments over the past few years. He requested **Council accept the 2017 MMO by resolution**, along with setting the member contribution rate (7%) by this same **resolution per Act 600 and Act 205** requirements. The current contribution rate is also 7%.

Resolution 2016-13 – Approval of the Police Pension Plan (MMO) financial requirement be \$166,740; and approval of officer contribution percentage be at 7% for 2017.

Motion to approve the grant was made by Mr. Klinger and seconded by Mrs. Miller. The vote was as follows:

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

Nay/No: None.

Absent: Mr. Kovalcin, President Sweitzer

Resolution No. 2016-10 carried.

5. Towing Ordinance Chapter 298 Borough Code –

Chapter 298-4 and 298-6 in the Towanda Borough Code needs to be updated. The last time it was done was 1972. Bob Williams has agreed to allow the Borough to name his garage/lot as a towing location. Mr. Williams would like the towing cost to be a "flat" rate of \$100 per tow. The Borough Solicitor will need to update/amend the chapters per Pennsylvania State Borough Code requirements. Manager Lane asked for Council's approval to have Solicitor Smith update these code chapters and approve a \$100 flat rate. Motion to approve was made by Mr. Long and seconded by Mr. Klinger. Motion passed. Solicitor will draft update and bring to Council for approval.

6. Parking Ordinance Chapter 305-71 –

Manager Lane stated that there is a revised draft of Chapter 305-71, which establishes time limits and reserved parking spaces in the commercial parking district. The amendment revision is to only update the inventory of spaces and to clean up the accuracy of the ordinance. This particular ordinance can be amended by resolution. Manager Lane said he would postpone asking Council to approve this amended chapter until a later date.

7. Garbage

At 7:45 PM an Executive Session was called for to discuss a contract matter.

At 8:05 PM meeting was called to order after Executive Session ended, and Mrs. Lacek proposed that Council accept the waste hauling contract from Northern Tier Solid Waste Authority for 2017, that includes a per bag increase from \$2.70 to \$3.00 (\$.30 increase). The motion was seconded by Mr. Long. Motion passed.

BOROUGH SOLICITOR'S REPORT

Solicitor Smith had nothing new to report.

BOROUGH SECRETARY REPORT

Secretary Kulick had 2 resolutions for vote.

Resolution 2016-11 – Approval that Walt Foley (GTP) be appointed to CBPA board of directors behind James Morse who resigned from the Progress Board due to his retirement from GTP. Mr. Foley will finish Jim’s term which expires December 31, 2017.

Motion to approve this change was made by Mr. Klingler and seconded by Mrs. Lacek. The vote was as follows:

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

Nay/No: None.

Absent: Mr. Kovalcin, President Sweitzer

Resolution No. 2016-11 carried.

Resolution 2016-12 – Young Lungs at Play Resolution to create tobacco-free areas at local parks and playgrounds was proposed.

Motion to approve the grant was made by Mrs. Lacek and seconded by Mr. Klingler. The vote was as follows:

Aye/Yes: Mr. Christini, Mr. Klingler, Mrs. Lacek, Mr. Long, Mrs. Miller, Mr. Roof

Nay/No: Mr. Taylor

Absent: Mr. Kovalcin, President Sweitzer

Resolution No. 2016-12 carried.

ADMINISTRATIVE REPORT - In packet.

UNION SUB-COMMITTEE REPORT – Nothing to report.

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

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

RECREATION REPORT – Mr. Kovalcin was absent.

TMA/WMA/CBPA REPORTS – Included in packets.

Other Business Topics:

ADJOURNMENT - Motion to adjourn was made by Mrs. Lacek and seconded by Mr. Long. Meeting adjourned at 7:53 PM.

Diane M. Kulick
Towanda Borough Secretary