

**Towanda Borough
Regular Council Meeting Minutes
April 3, 2017**

The **APRIL 2017** regular meeting of the Towanda Borough Council was held on Monday, April 3, 2017, 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. Klinger, Mr. Kovalcin, Mrs. Lacek, Mr. Long, Mrs. Miller, Mr. Sweitzer and Mr. Taylor

ABSENT: Mr. Christini, Mr. Roof

CITIZENS TO BE HEARD: Mr. Ray Fleming, Mr. David Guffey and Mr. Tom Neilson, Elders of the First Presbyterian Church, 5 Court Street, Towanda, were present to ask for consideration for an additional sign facing Merrill Parkway, and having an internally illuminated sign. This would reference Zoning Ordinance 325-47 Signs A (1) (c) [1] Institutional signs. Signs identifying schools, colleges, churches, hospitals or other institutions of a similar public or semipublic nature may be erected and maintained; however: [1] which allows for only one sign erected upon the premises unless the premises front is upon more than one street, in which case up to two signs may be erected along each frontage. The wording for the Residential District 325-47 Signs A (1) [1] [b] Nameplate & identification signs. [b] Only one sign may be erected per dwelling unit, except in the case of a corner lot or through lot, in which case two signs may be erected, one sign facing each street.”

Mr. Neilson stated the church faces the Bradford County Courthouse, with a sign in front of the building that faces the Courthouse where the church displays announcements to the public. He said this sign cannot be seen very well. Mr. Neilson also asked why the internally illuminated signs were prohibited, and stated it is easier to update the signs by computer than physically changing the lettering outside. Lastly, he stated that they would follow the terms and conditions of an amended ordinance, and asked what the next step is in the process that would enable the church to have another sign. President Sweitzer stated there will be a regular Planning Commission meeting held on the 18th of April, at which time this will be addressed. Mr. Neilson stated that he plans on being at this meeting. Solicitor Smith stated that if the verbiage is changed, the approved ordinance would need to be amended.

APPROVAL OF PREVIOUS MONTH’S AND YEAR-END MINUTES:

Motion to approve the March 6, 2017, regular meeting minutes was made by Mr. Taylor and seconded by Mrs. Lacek. **Motion passed.**

FIRE CHIEF REPORT:

Chief Roof was absent, and Mr. Klinger stated that he had nothing to report from the Chief. The incident report is included in the packet.

FIRE BOARD REPORT:

Mr. Klinger stated there was nothing to report.

MAYOR’S REPORT:

Mayor Miller stated the Little League Opening Day Parade will take place on Saturday, April 29th.

POLICE CHIEF REPORT:

Chief Epler was absent, and Mayor Miller reviewed the report included in the packet.

Chief Epler’s report included the following:

Conducted a DUI roving patrol on Friday and Saturday of Saint Patrick’s day weekend.

They weathered the unwelcomed late winter storm along with the rest of the Borough Crew and residents.

They had a very busy month with incidents being up well over 100 above normal and 5 DUI's.

March – 2017

| | | | |
|-----|-----------------------|----|----------------------|
| 415 | COMPLAINTS RECEIVED | 2 | JUVENILE PETITIONS |
| 47 | TRAFFIC CITATIONS | 0 | K-9 SERVICE (BORO) |
| 7 | NON-TRAFFIC CITATIONS | 7 | THEFT REPORTS |
| 5 | DUI ARRESTS | 7 | ANIMAL COMPLAINTS |
| 28 | DISTURBANCE CALLS | 3 | VEHICLE DOORS OPENED |
| 7 | VEHICLE ACCIDENTS | 16 | WARNINGS ISSUED |
| 0 | OUT OF TOWN ASSISTS | 0 | K-9 SERVICES |
| 9 | CRIMINAL ARRESTS | | |

POLICE COMMITTEE REPORT:

Nothing new to report.

CODE ENFORCEMENT / PUBLIC WORKS REPORT:

Mr. Haight reviewed the report for April 2017.

Included in his report: There were 5 permits issued in March 2017, with a work value of \$29,620.00. The value of the work for permits issued in the borough year-to-date is \$283,402.00. Permit fees paid in March 2017 is \$322.00, and year-to-date is \$2,772.58. Code Inspections fees in March 2017 - \$322.00, and the UCC reportable permits amount year-to-date is \$32.00.

PARKING REPORT: March 2017

| | |
|--------------------------------------|-------|
| # Green Tickets Issued: | 37 |
| # Yellow Tickets Issued: | 0 |
| # Green Tickets Forgiven | 5 |
| # Yellow Tickets Forgiven | 0 |
| # Green Tickets Excused | 0 |
| # Yellow Tickets Forgiven | 0 |
| # Paid W/N 48 Hrs @ ½ Cost | 13 |
| \$ Amount Paid w/n 48 Hrs | \$130 |
| # Paid After 48 Hrs | 3 |
| \$ Amount Paid After 48 Hrs | \$20 |
| # Tickets to Magistrate as Citations | 0 |
| Amount Received from Magistrate | \$23 |
| Delinquent Tickets before Citations | 23 |
| | \$330 |

| | |
|---|----------------|
| Revenue from Reserved Parking Spaces | \$2,600 |
| Hours on Parking per Month | 50 |
| Police # of Tickets Written | 2 |
| \$ Amount Paid W/N 48 Hours | \$0 |
| \$ Amount Paid After 48 Hours | \$20 |
| TOTAL MONTHLY REVENUE | \$3,123 |

BOROUGH MANAGER’S REPORT -

Manager Lane reviewed his monthly report for Council.

1. Downtown Revitalization Project-

Manager Lane stated they are working on the punch list with Middendorf Contracting to finish the Flying Cow, and waiting for the bank to finish their due diligence to move the mortgage to the new building. Once complete the property transaction will take place.

The architect said he is committed to having the specs and plans for the garage finished this week.

2. 2017 Paving -

Bids for the 2017-paving project were publically opened on March 24 at noon in the Towanda Borough Council room. The results were as follows:

1. Glenn O. Hawbaker, Inc. - Base Bid - \$48,219
Alternate Bid - \$35,393
Total - \$83,612
2. M.R. Dirt, Inc. - Base Bid - \$49,080.55
Alternate Bid – \$32,685.65
Total - \$81,766.20
3. Bishop Brothers Co. Inc. - Base Bid - \$42,273.92
Alternate Bid - \$27,241.69
Total - \$69,515.61

Manager Lane has reviewed all the bid documents from all three contractors and requested council to accept the low bid of \$69,515.61, from Bishop Brothers Co. Inc. The motion was made to accept the low bid of \$69,515.61, was made by Mr. Klinger and seconded by Mr. Kovalcin. Motion passed.

3. SCI Lease –

Solicitor Smith has prepared an addendum to the current YMCA lease. Manager Lane sent the document to DNCR for review and will present it to the YMCA once DCNR has approved the addendum.

4. Electric Generation –

Manager Lane chose to use “Incite” as our broker for electric generation. They have provided several options from four suppliers. There is a substantial decrease in per KWH compared to our current price. Enclosed is a price sheet with a couple of different options. He is waiting for more options for them.

5. Snow Storm Stella – FEMA

FEMA has offered monetary assistance for the snow removal during 48 hours of the snowstorm. In order to be eligible the county as a whole must meet a threshold of \$226,065. This includes all municipalities, school districts, county and state workers that removed snow.

Manager Lane has prepared and submitted \$13,006 of snow removal expense on behalf of Towanda Borough for March 14 & 15. FEMA is reimbursing 75% of the expense. This would make the reimbursement to the Borough \$9,755.

NOTE: As of this meeting our state did not come close to the cost that was estimated to be eligible to reimburse our town (and all PA towns).

6. College Run –

Manager Lane spoke with G. DeVincentis, and they plan to return on site Monday April 17, weather permitting.

7. Central Bradford Trail -

Manager Lane has received all the information relating to the DCNR grant that the “Borough” was awarded. He plans to work with the other municipalities involved to put together an RFP for the feasibility study.

8. BCVMPA –

Joe and the BCVMPA are planning to install more powerful lights directed at the flags. The current solar lights are not bright enough due to the “light pollution” from the surrounding area streetlights and traffic. They have the money on hand, which is a condition of our contract with the BCVMPA.

9. Main Street Paving –

The contractor is planning to start work on Main Street before the end of April. They will start with finishing the ADA ramps (there are four left) then complete all required base repair. The paving depending on weather, will be done in the June timeframe. Also, Manager Lane stated the paving will be done at night.

10. Bridge Street -

Work will start again on Bridge as soon as possible. The original plan was to begin again on March 13th, however over two feet of snow put a damper on those plans. They will finish connecting water services to the new main then start the installation of the new sewer main.

11. 2016 Borough Audit Report –

Manager Lane stated the 2016 audit is currently wrapping up. Lochen & Chase will be finished with the report this week. Once complete we will submit the report to DCED. Also, because we received over \$750,000 in Federal monies, Lochen & Chase will have to do a more thorough audit. That may happen beginning next month (May).

BOROUGH SOLICITOR'S REPORT:

Solicitor Smith presented the following ordinance for adoption by Council. He stated with a minute punctuation correction, this is ready to be voted on.

Ordinance 2017-1 – To Regulate the Conduct of Open Burning and Emission of Smoke within the Borough of Towanda

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

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

Nay/No: None.

Absent: Mr. Christini, Mr. Roof

Ordinance No. 2017-1 carried.

BOROUGH SECRETARY REPORT:

Secretary Kulick stated the First Presbyterian Church is requesting permission to close off Court Street for a planned Easter Egg Hunt on Saturday, April 8, 2017, from 11:00 AM to approximately Noon. It will be held on the church's lawn and the BC Courthouse lawn. Motion was made by Mrs. Lacek and seconded by Mr. Kovalcin. Motion passed. Mrs. Kulick will contact the Church with word of the approval.

ADMINISTRATIVE REPORT – Pension statement was in packet.

UNION SUB-COMMITTEE REPORT – Nothing to report this month.

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

PLANNING COMMISSION REPORT – Nothing to report.

RECREATION REPORT – Mr. Kovalcin reported that the committee is working on "Concerts in the Park" for the summer.

TMA/WMA/CBPA REPORTS – Included in packets.

Also, Manager Lane reported that he and Shane Walker attended the PA Rural Water Conference in State College, PA.

In addition, Manager Lane stated that the water well site in North Towanda is connected and the Pilot

Plant study has begun.

MISCELLANEOUS – Mr. Frank Innes, Shade Tree Committee member was present as a guest and stated that he talked to the guidance office secretary at Towanda High School about maybe having some science class students get outside to learn about the trees in the Borough. The Secretary said she would send an email to all of the science teachers. Mr. Innes also stated that he gave her Mr. Lacek's phone number if they (the teachers) are interested in this type of project.

ADJOURNMENT - Motion to adjourn was made by Mrs. Lacek and seconded by Mr. Klinger. Meeting adjourned at 7:56 PM.

Diane M. Kulick
Towanda Borough Secretary