

**Towanda Borough
Regular Council Meeting Minutes
August 7, 2017**

The **AUGUST 2017**, regular meeting of the Towanda Borough Council was held on Monday, August 7, 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. Christini, Mr. Klinger, Mr. Kovalcin, Mr. Long, Mrs. Miller, Mr. Roof, Mr. Sweitzer and Mr. Taylor

ABSENT: Mrs. Lacek

CITIZENS TO BE HEARD: None present.

APPROVAL OF PREVIOUS MONTH'S MINUTES:

A motion was made by Mr. Taylor and seconded by Mr. Kovalcin to approve the July 3, 2017, regular meeting minutes. Motion passed.

FIRE CHIEF REPORT:

Chief Roof discussed the number of calls the fire department has been making in the last month. He stated that it was a busy month - 24 calls.

FIRE BOARD REPORT:

Mr. Klinger stated that there was no meeting held in July, but he talked about a fire safety initiative program from Community Safety Net, a company out of North Dakota. This children's program is being planned by Chief Roof and the fire company's Safety Director. The program includes an interactive DVD inside a 112 page family book that teaches children how to prevent fires, get out alive, and it shows 40 ways for parents to fire proof their home. Mr. Klinger stated that the fire company is seeking support, and asked if Council would be willing to make a small donation toward this program. The cost is \$300, and the fire department would pay \$150, and he asked the borough to pay (match) the other \$150. **A motion to do this (matching funding) was made by Mr. Klinger and seconded by Mrs. Miller. Motion passed.**

MAYOR'S REPORT:

Mayor Miller informed council that K9 Moro passed away in his sleep at the age 12 & 1/2 on July 31st. The Mayor stated that Faithful Companions Pet Cemetery and Crematory, East Smithfield, PA, has provided a casket; grave marker and burial ceremony for Moro will take place at Noon on Wednesday, August 9th.

Mayor Miller also stated that they would like to place a small memorial stone outside of the police station in memory of Moro. Mr. Kovalcin proposed that we do this, with Mr. Klinger seconding it. Motion was passed, with 7 in favor and 1 against (out of 8 members present).

Mayor Miller asked to be excused at 7:25 PM – granted by President Sweitzer.

Mayor Miller also mentioned the Ford Explorer exhaust problem that has recently been in the news. Chief Epler stated that we don't use our vehicles in a situation that would cause this problem. However, he will have both the Explorers checked at a local auto service center.

Mayor Miller also stated that the "Concerts in the Park" has been successful this summer with good turnouts. He also reminded everyone about the Picnic on Friday, August 11th.

POLICE CHIEF REPORT:

Chief Epler stated that Officer Hennessy reported to him on Monday, July 31, 2017, K-9 Moro passed away in his sleep during the night. K-9 Moro will be missed and did serve the community of the greater Towanda area with distinction during his career. K-9 Moro was 12&1/2 years old.

The Chief reported that DUI roves were held throughout the Borough during the past month.

The Chief also stated that several warrants were executed this month as part of a Drug Task Force operation, with more coming in the near future. Towanda Borough was assisted by Chief Hurley of Athens Township and members of the Bradford County Sheriff’s Office.

He reported that the Bradford County Probation Department’s Chief, Justin Popovich found a “grant” that only a Probation Department could get. Mr. Popovich shared a portion of that grant with Towanda Borough Police. He purchased for the police department, 5 rapid response vests, one for each car the Towanda officers drive. Chief Epler was very grateful to receive the vests from him and said a big thank you goes out to him for sharing it with us.

JULY 2017 – Monthly Report

298	COMPLAINTS RECEIVED	0	JUVENILE PETITIONS
52	TRAFFIC CITATIONS	1	K-9 SERVICE (BORO)
12	NON-TRAFFIC CITATIONS	4	THEFT REPORTS
3	DUI ARRESTS	9	ANIMAL COMPLAINTS
52	DISTURBANCE CALLS	4	VEHICLE DOORS OPENED
3	VEHICLE ACCIDENTS	15	WARNINGS ISSUED
1	OUT OF TOWN ASSISTS	2	K-9 SERVICES
8	CRIMINAL ARRESTS		

POLICE COMMITTEE REPORT:

Mrs. Miller had nothing new to report.

CODE ENFORCEMENT / PUBLIC WORKS REPORT:

Mr. Haight was absent but report was included.

PARKING REPORT: - July 2017

# Green Tickets Issued:	34
# Yellow Tickets Issued:	2
# Green Tickets Forgiven	2
# Yellow Tickets Forgiven	0
# Green Tickets Excused	0
# Yellow Tickets Forgiven	0
# Paid W/N 48 Hrs @ ½ Cost	4
\$ Amount Paid w/n 48 Hrs	\$40
# Paid After 48 Hrs	2
\$ Amount Paid After 48 Hrs	\$40
# Tickets to Magistrate as Citations	0
Amount Received from Magistrate	\$0

Delinquent Tickets before	8
Citations	\$160
Revenue from Reserved Parking Spaces	\$2680
Hours on Parking per Month	60
Police # of Tickets Written	4
\$ Amount Paid W/N 48 Hours	\$0
\$ Amount Paid After 48 Hours	\$40
TOTAL MONTHLY REVENUE	\$2960

BOROUGH MANAGER’S REPORT:

Manager Lane was out of town this month, but Council reviewed his monthly report (See below).

1. Downtown Revitalization Project-

The contract with ER Stuebner has been executed. “ERS” is currently securing all the bonds and insurances required. They are producing submittals to the Architect for material and will have a construction schedule in the coming weeks. Once we have a schedule I will look at temporary parking options for the displaced parkers in the Police and old Acme lots.

We submitted pay app # 3 for phase II (Flying Cow) to the office of the budget.

2. College Run –

Final walkthrough is complete. A punch list was created to finish any items that were either missed or unsatisfactory. Once the work on the list is done, I will submit a reimbursement request for administrative time and request a final audit to close the project.

In the 2016 Borough audit, it was brought to my attention that if the Borough received more than \$750,000 of federal money, a “Single Audit” is needed. I have inquiries into the FEMA due to the nature of the funds, if the “single audit” is necessary, and if it is, will FEMA cover the expense? I will know more in the near future.

3. Central Bradford Trail –

The trail study contract is signed and work will begin this week. I have spoken to the municipalities involved and the engineer. There is continues to be a lot of interest in the project and I anticipate several community members getting involved.

4. Street Paving –

Bishop Brothers will start paving August 7th on State Street. They committed that it will be finished before school starts. Borough crews are doing prep work. They replaced two manhole frames and covers on Pine Street, as well as base repair on State Street.

5. Merrill Parkway -

The fence near the cemetery was repaired as well as the damaged section near Growmark. Jim Haight also hired MK Tree Trimmers to cut down the scrub trees along the parkway. The funds were used from the impact fee. We received slightly more than I budgeted. In the fall, I still plan to reduce the size of the flowerbed behind the courthouse.

6. Police Union Negotiations –

The first negotiation meeting is scheduled for September 6, 2017. I informed committee members Jean Miller, Richard Lewis and Paul Sweitzer.

7. Poplar Street Turnback –

PennDOT Municipal Services has made the offer to turn back SR 3020 to the Borough. SR 3020 starts on Third Street at Bridge Street north two blocks to Popular Street, then Popular Street west to Convent St, and Convent Street to State Street.

I advised PennDOT the Borough is only interested in taking ownership of the road if the road is fully reconstructed, storm drainage installed and new curbs. They are currently working on an estimate for this work. If we take ownership of the road, they will give the Borough the money and the Borough would design and manage the road project.

I am very excited for this to happen and hopefully we can work out a deal with PennDOT.

8. USDA-RUS Community Facilities Grant/Loan

An opportunity has popped up for a grant/loan from USDA. I called USDA and Towanda is eligible for a 55% up to \$50K grant to purchase equipment. The Sewer/Borough backhoe is reaching nearly 20 years old and in need of replacement. I would like to take this opportunity to procure a new backhoe for less than half price. The loan portion of the machine will be paid for by TMA. USDA asked we run the program through the Borough instead of TMA in order to escape bond council.

BOROUGH SOLICITOR'S REPORT:

Solicitor Smith presented:

ORDINANCE 2017-2

Enacting ordinance amending Chapter 325, Sections A.(1)(c)[1] and B.(1)(c) of the Towanda Borough Code to restate regulations pertaining to signs permitted in residential, commercial and manufacturing zoning districts on lots fronting on more than 1 street.

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

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

Nay/No: None.

Absent: Mrs. Lacek

Ordinance No. 2017-2 carried.

BOROUGH SECRETARY REPORT:

Secretary Kulick mentioned the picnic on Friday also. In addition, she will contact Mr. Neilson of the First Presbyterian Church, informing him of Ordinance 2017-2 amendment enactment that carried in this meeting pertaining to the Church's sign request that was made a couple months ago.

ADMINISTRATIVE REPORT – Police Pension statement was in packet.

UNION SUB-COMMITTEE REPORT – This is starting in September.

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

PLANNING COMMISSION REPORT – Mr. Christini stated that the **vacant Planning Commission position** behind Mr. Ed Ulatowski (who moved out of the area) needs to be filled, and we had 4 residents that were interested. A straw vote by the Planning Commission members resulted as follows:

Mrs. Diane Sigmund of 507 Third Street – 2 votes

Mr. Kevin Doupe of 10 Elliott Street – 2 votes

No preference – 2 votes

No reply – 2

Comments before the vote: Mr. Long commented that he was not involved in the straw poll but felt that Mrs. Sigmund, a 20-year resident of the borough would be a good pick, and that would be his recommendation.

A motion was made by Mr. Long recommending appointment of Mrs. Sigmund for the Planning Commission's open position, and seconded by Mr. Christini. A vote from council members was taken, with 6 in favor, 2 against and 1 absent. Mrs. Sigmund was appointed to the Planning Commission.

RECREATION REPORT – Mr. Kovalcin stated that they were impressed with the crowds this year and hopes to make it even better next year.

TMA – The May minutes were included in packet.

Mr. Christini stated that the **vacant TMA (Towanda Municipal Authority)** position behind Mr. Joel Christian (who moved out of the area) needs to be filled. Mr. Abraham J. Brandt of 22 Huston Street, who works at Dupont (and had permission from DuPont to be on the board), was interested and had met with Manager Lane and TMA Secretary/Treasurer Paul Dewitt. Also, there are no conflicts of interest between Mr. Brandt being on the board and his employment at Dupont.

A motion was made by Mr. Taylor recommending appointment of Mr. Brandt to the TMA board open position, and this was seconded by Mr. Klinger.

Motion was passed unanimously by those present in favor of his appointment to the TMA board.

WTMA – The June minutes were included in packet.

CBPA REPORTS – The June minutes were included in packet.

MISCELLANEOUS – A comment was made by Mr. Taylor complimenting the police department for their efforts with the drug task force recently.

ADJOURNMENT - Motion to adjourn was made by Mr. Klinger and seconded by Mr. Taylor. Meeting adjourned at 7:45 PM.

Diane M. Kulick

Towanda Borough Secretary