

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

The JANUARY 2017 regular meeting of the Towanda Borough Council was held on Tuesday, January 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. Christini, Mr. Klinger, Mr. Kovalcin, Mr. Long, Mrs. Miller, Mr. Roof, Mr. Sweitzer and Mr. Taylor

ABSENT: Mrs. Lacek

**CITIZENS TO BE HEARD:** Mr. Richard McGuire of 500 Ann Street (3rd Ward) was present to voice his concerns about the in town "burning issue". Mr. McGuire does not want a total burn ban. He told council that he is over 100 yards from the nearest residence and no offensive burning is done by him. He feels council should consider other alternatives, not a total ban. He feels that quick action by police should be practiced. This can be done by going to the scene of the complaint immediately to determine if the burning is offensive. Mr. McGuire also suggested permit burning with a fee of \$20 (or so) per year.

Mr. McGuire also was concerned about lack of fire hydrants in his neighborhood. Fire Chief Roof stated that there are three (3) hydrants around the neighborhood, and they can sufficiently hook up to any of them and reach the houses on Foster Road, Wilmot Drive, 6th Street and Ann Street. The hydrants have to be so many feet apart according to Chief Roof. They carry 2,000 feet of 5-inch hose that will go anywhere in town. Manager Lane stated that the size of the water line is only 2 inches and is not sufficient to feed a fire hydrant. We would probably have to replace that water line back to North Fourth Street to change. Chief Roof also stated that they can only use the fire hydrant so long and have to switch to the tanker trucks.

In conclusion, Mr. McGuire stated Ann Street looks a lot better since the borough crew did some paving in the fall. He appreciates it.

Mrs. Rhea Johnston of 500 Second Street (1st Ward) stated that she wants to be able to continue burning her papers. She does not want to lose her privilege to burn. She feels if people would report the improper burning when it is happening instead of waiting, the police could address it immediately.

President Sweitzer agreed that it is on the public to call and report problems to the police when they feel there is an issue with another resident's burning.

Vice-President Christini thanked Mr. McGuire and Mrs. Johnston for speaking of their concerns, and the ordinance reads "if the smoke leaves the property", it's illegal.

**APPROVAL OF PREVIOUS MONTH'S AND YEAR-END MINUTES:**

Motion to approve the December 5, 2016, regular meeting minutes was made by Mr. Taylor and seconded by Mr. Kovalcin. Motion passed.

Another motion was made to approve the December 27, 2016, Year-End-Meeting minutes was made by Mr. Long and seconded by Mr. Klinger. Motion passed.

**FIRE CHIEF REPORT:**

Chief Roof reported a busy month with 15 calls and he stated that there were around 180 calls for the year (30% above normal). There were a number of calls for “mutual aid”. He stated that the tower requires inspection this year to certify it is in good working order, and certification is tough. As stated before, the tanker has to be filled from a hydrant, as the pump will not pull water from the river. Chief Roof has someone coming to town to look it over and estimate fixing costs. This person will also look at the tower truck.

Chief Roof also stated that they have stopped the breakfast fundraiser due to low attendance. He said they are planning on doing dinners every third Thursday of the month.

Chief Roof praised Officer Josh Lake for his efforts in saving 5 family members’ lives at a fire in their home on North Main Street on Christmas Eve. The fire resulted in total of loss of the home and contents. Officer Lake was on the scene of the fire, and kicked in the door to warn the family, and help aid them in escaping the burning home. The fire company is planning on honoring Officer Lake at a later date.

**FIRE BOARD REPORT:**

Mr. Klinger attended the meeting but there is nothing to report this month.

**MAYOR’S REPORT:**

Mayor Miller stated that Chief Epler is working on a state honor for Officer Lake in the future.

**POLICE CHIEF REPORT:**

Chief Epler was absent and Sergeant Lantz was present to cover his report. To help with budget constraints, Sergeant Lantz stated that the officers have decided to work 4 – 10 hour shifts to cover the borough 24/7, with 2 people on duty at night. The full-time officers will give up 3 holidays to use as floating holidays so the borough will always have this coverage.

Sergeant Lantz also stated that the department has received Federal forfeiture money to enable them to teach local school districts the ALICE (Alert, Lockdown, Inform, Counter, Evacuate) active shooter program. He said the Sheriff’s office does the program and the certified officer(s) in our police department assist the sheriff’s office. He also stated that they are compensated by the Bradford County District Attorney’s Forfeiture Fund. He and Officer Hennessy are trained in instructing the program, along with several Sheriff’s Deputies.

**December - 2016**

245	COMPLAINTS RECEIVED	1	JUVENILE PETITIONS
7	TRAFFIC CITATIONS	0	K-9 SERVICE (BORO)
7	NON-TRAFFIC CITATIONS	13	THEFT REPORTS
2	DUI ARRESTS	4	ANIMAL COMPLAINTS
39	DISTURBANCE CALLS	6	VEHICLE DOORS OPENED
2	VEHICLE ACCIDENTS	5	WARNINGS ISSUED
0	OUT OF TOWN ASSISTS	0	K-9 SERVICES
3	CRIMINAL ARRESTS		

**POLICE COMMITTEE REPORT:**

Mrs. Miller stated there is nothing to report.

**CODE ENFORCEMENT / PUBLIC WORKS REPORT:**

Mr. Haight made it clear that one cannot burn garbage in the commercial districts of town. He also stated that newspaper ink does have a smell to it when burned. He also stated that much of the problem we have in the borough is the tenants unaware of the burning ordinance will burn everything (garbage), or hide the garbage in the dwelling when they move. Borough workers often find garbage bags with no stickers on them.

Included in his report: There were 10 permits issued in December 2016, with a work value of \$34,000. The value of the work for permits issued in the borough year-to-date is \$2,965,495. Permit fees paid in December 2016 is \$1,001. There were \$600 in Code Inspections charges in December, and the UCC reportable permits amount year-to-date is \$216.

**PARKING REPORT: Due to construction about town there is no report for December 2016.**

# Green Tickets Issued:	-
# Yellow Tickets Issued:	-
# Green Tickets Forgiven	-
# Yellow Tickets Forgiven	-
# Green Tickets Excused	-
# Yellow Tickets Forgiven	-
# Paid W/N 48 Hrs @ ½ Cost	-
\$ Amount Paid w/n 48 Hrs	-
# Paid After 48 Hrs	-
\$ Amount Paid After 48 Hrs	-
# Tickets to Magistrate as Citations	-
Amount Received from Magistrate	-
Delinquent Tickets before Citations	-
Revenue from Reserved Parking Spaces	-
Hours on Parking per Month	-
Police # of Tickets Written	-
\$ Amount Paid W/N 48 Hours	-
\$ Amount Paid After 48 Hours	-
TOTAL MONTHLY REVENUE	-

**BOROUGH MANAGER’S REPORT** -

Manager Lane reviewed his monthly report for Council.

**1. Downtown Revitalization Project-**

Manager Lane attended a meeting at the Office of Budget in Harrisburg on Dec 19, 2016, to discuss TMA business and also visited the Office of the Budget program office of RACP (Re-development Assistance Capital Program administered by the Office of the Budget) concerning the progress of the parking garage, Flying Cow project, and the first-floor commercial development of the Towanda Terrace. He said we are very close to getting our first reimbursement from RACP.

**2. 2017 Budgets** -

The Borough budget was adopted on December 27, 2016. Real estate mills were not increased for the 2017 fiscal year.

Towanda Municipal Authority adopted their budget on December 16, 2016. It was decided there was a need to increase the rates this year due to the severe reduction in bulk water sales, septic reviewing at the WWTP and reduction in general metered services. Manager Lane would like everyone to keep in mind TMA water rates are very low compared to systems of comparable size.

**3. 2017 Paving**

Manager Lane stated that he will be meeting with PennDOT Municipal Services this month to go over several streets he has in mind to pave this year. He plans to stick with the process of paving streets - that see the most traffic. Essentially, to continue around the school area and work our way out.

He also stated there will be plenty of paving complete in the Borough this year. PennDOT plans on paving Main Street, reconstructing Bridge Street, and micro surface their portion of Packer Ave. In addition, Manager Lane stated that as part of PennDOT’ S Bridge Street project, Fourth Street from Bridge to Poplar will be paved.

Manager also spoke about Washington Street (alongside the theatre), as the bricks are pushing up to the road surface quite a lot. He would like to replace a manhole, sewer main, and two or three water sources before paving. He stated that TMA (Towanda Municipal Authority) will do the water and sewer part of it this year, and then the borough will plan on paving it the following year (2018).

**4. SCI Complex**

Manager Lane met with a rep from DCNR when she was in town to discuss the SCI building and the possibility of some recreational grants for the building itself. DCNR has a “Small Communities” program (for communities with a population less than 3000), in which we can apply for funding for up to a \$60,000 project. The idea is the YMCA would fund raise \$20,000 of matching cash and could be awarded \$40,000 in grant funding. There is a need to construct a wall to separate the weight room from the gymnasium, and to replace the gym floor with either a wooden basketball floor or multi-use gym floor material. Manager Lane

noted there is nothing official right now; he just wanted to keep everyone in the loop. The program from DCNR opens in January and closes in April. It was recommended by the DCNR representative that we update the Master Plan for the SCI. The last year it was updated was 2003. Also, Manager Lane noted that in 1980, the borough took money from Land & Water Conservation Fund. A condition of this program money is that the SCI will always be used as a recreational facility.

#### **5. Street Light LED Conversation –**

Manager Lane shared that the initial planning and paper work has begun in order to convert the existing HP SV lights to LED. He said all HP SV 70w and 100w will be replaced with 50w LED, and 200w HPSV will be replaced with 90w LED. He also requested the residential areas be completed first, and the decorative lights on Main Street last. Manager Lane stated that he will submit to Penelec the sequence of how he wants the 378 lights done. He is thinking from the south end to the north end of town.

#### **MISCELLANEOUS –**

Manager Lane presented the contract for Solicitor Smith to be our solicitor for year 2017, and asked for Council's approval. Motion to approve was made by Mr. Kovalcin and seconded by Mr. Christini. Motion passed.

#### **BOROUGH SOLICITOR'S REPORT:**

Solicitor Smith presented [Resolution 2017-2](#), resolution to settle condemnation of property owned by Christopher D. Carr, II (Flying Cow property).

[Motion to approve the resolution was made by Mr. Klinger and seconded by Mr. Long. 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

**[Resolution No. 2017-2 carried.](#)**

#### **BOROUGH SECRETARY REPORT:**

Secretary Kulick presented [Resolution 2017-1](#) to Council. This resolution is to appoint voting delegates to the Bradford County TCC (Tax Collection Committee).

[Motion to approve the resolution was made by Mr. Klinger and seconded by Mrs. Miller. 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

**[Resolution No. 2017-1 carried.](#)**

**ADMINISTRATIVE REPORT** - In packet.

**UNION SUB-COMMITTEE REPORT** – Nothing to report this month. However, this year (December 31, 2017) the Police Union contract expires and the committee will be meeting with the union and the police department to discuss a new contract beginning around June this year.

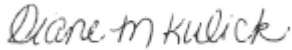
**FINANCIAL REPORT** – There were no bills to be paid this month.

**PLANNING COMMISSION REPORT** – It was noted that the subject of burning in the borough would probably be going to the Planning Commission for discussion.

**RECREATION REPORT** – Nothing to report.

**TMA/WMA/CBPA REPORTS** – Included in packets.

**ADJOURNMENT** - Motion to adjourn was made by Mr. Klinger and seconded by Mr. Kovalcin. Meeting adjourned at 8:00 PM.



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Diane M, Kulick  
Towanda Borough Secretary