

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

The **JULY 2017**, regular meeting of the Towanda Borough Council was held on Monday, July 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: Mrs. Lacek, Mrs. Miller, Mr. Roof, Mr. Sweitzer and Mr. Taylor

ABSENT: Mr. Christini, Mr. Klinger, Mr. Kovalcin, Mr. Long

**CITIZENS TO BE HEARD:**

Mr. Joe Doherty, founder of Bradford County Veterans Memorial Park Association (BCVMP) was present. He stated they are in the final phase of the project but there is still some work to finish. They still need to purchase and install a rotunda and 4 more panels (close to \$100,000). However, that was not why he was there. He was there to present to Mark Christini (absent) and Garrett Miller (absent) each a miniature statue of the Quintessential Soldier for their efforts in supporting the BCVMP.

**APPROVAL OF PREVIOUS MONTH'S MINUTES:**

**The minutes of the June 5, 2017, regular meeting were approved as corrected. Motion was made by Mr. Taylor and seconded by Mrs. Miller. Motion passed.**

**FIRE CHIEF REPORT:**

Chief Roof discussed the number of calls the fire department has been making in the last month. There has been a number of motor vehicle accidents with fatalities.

Everything is in good working order.

Mrs. Kulick will have the June and July report in next month's packet.

**FIRE BOARD REPORT:**

Mr. Klinger was absent.

**MAYOR'S REPORT:**

Mayor Miller was absent.

**POLICE CHIEF REPORT:**

Chief Epler stated that they had 4 vehicle pursuits during the month. Two of the four are in jail, the third has been charged, but due to being in the hospital, was not taken to jail. The fourth pursuit was terminated quickly, due to it being a sport motorcycle and the public's safety.

Officer Bellows and the Chief met with the new State DUI Coordinator for our DUI Grant renewal. All was in order.

Officer Hennessy and K-9 Edo were recertified as a K-9 Unit in Vestal, NY.

DUI roves were held throughout the Borough during the month.

The 2016 SUV's lighting problem has been repaired by 911 Rapid Response, in Hershey, PA. The company came to the police station and fixed the problem.

Chief Epler also stated that they will not sign fireworks permits, as the average person cannot light them off in the borough. Note: There is a fireworks ordinance and at "Riverfest" the fireworks are shot off by licensed professionals.

**JUNE 2017 – Monthly Report**

316	COMPLAINTS RECEIVED	1	JUVENILE PETITIONS
50	TRAFFIC CITATIONS	1	K-9 SERVICE (BORO)
18	NON-TRAFFIC CITATIONS	4	THEFT REPORTS
2	DUI ARRESTS	5	ANIMAL COMPLAINTS
49	DISTURBANCE CALLS	3	VEHICLE DOORS OPENED
3	VEHICLE ACCIDENTS	14	WARNINGS ISSUED
2	OUT OF TOWN ASSISTS	2	K-9 SERVICES
10	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 Citations	8
	\$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 reviewed his monthly report for Council.

**1. Downtown Revitalization Project-**

Bids for the construction of the parking garage were open on June 7th.

- 1) L. R. Costanzo - \$5,459,000 - Alt - \$12,900
- 2) CPS Construction Group - \$4,988,000 – Alt - \$18,800
- 3) E.R. Stuebner - \$4,394,000 – Alt- \$10,000
- 4) Turn Key Construction, Inc. - \$5,673,420 – Alt - \$12,866
- 5) Welliver - \$4,937,000 – Alt -\$8,000

Manager Lane stated we have \$4,099,862, remaining in grant money to spend on construction of the garage. With the low bid of \$4,404,000, including the alternate, it leaves a gap of \$304,138. After working with the contractor and architect, we have eliminated \$186,500, to bring the garage cost down to \$4,217,500, and shrinking the gap to \$117,138. Outside of the grant allocation, we currently have spent \$58,000, for the electric relocation and \$10,000, for demolition of the old cow.

Before Council made the decision, Manager Lane stated that the parking garage has been part of the Towanda Borough’s Commercial Business District Master plan since 1987. In 1994, the Borough committed 50% of the cost in cash, and a general obligation note, in hopes to upgrade the parking facilities across the commercial district. Fast-forward 23 years; we are still working to build the garage. The parking issues are still the same, and still bare the same negative perceptions of ease to visit downtown Towanda.

**A motion to accept E. R. Stuebner’s bid of \$4,217,500 with the change order in place, was made by Mrs. Lacek and seconded by Mr. Roof. Motion passed unanimously by a quorum of council members present.**

Manager Lane also stated that revenue will come from the monthly rental of parking spaces on the upper two stories. In addition, he said that council has to decide in time if they want to have free 3-hour public parking on the parking garage’s ground floor or charge the public to park there on short-term basis.

**2. College Run –**

Manager Lane said the project is substantially complete. The engineer and contractor are creating a punch list of items for the contractor to address before final payment. Overall, he is satisfied with the operation of the system. It greatly reduces the rainwater running down the streets and eliminates known potential hazards of the old system. Manager Lane also stated it was too bad that we could not use the FEMA allocated money to pave all the streets this project affected.

**3. Central Bradford Trail –**

RFP's have been received and opened on the feasibility study for the proposed 8-mile network. There were three proposals to open, and all three were within the budgeted amount. Manager Lane contacted the other municipalities involved with this project, and they said "take the low bid." Hunt Engineering is the low bidder at \$16,500 for the study. Manager Lane asked for a motion to accept this bid.

**A motion to accept Hunt Engineering's bid was made by Mr. Taylor and seconded by Mrs. Lacek. Motion passed unanimously by a quorum of council members present.**

#### **4. Main Street Paving –**

Paving went fairly well. There are a few water valves that will need to be addressed. The Municipal Authority has discussed the issue with PennDOT and the contractor.

#### **5. Main Street Trees-**

Several of the trees on Main Street have died. Borough Crews have been removing them as time permits. Manager Lane has requested, the Shade Tree committee choose eight new trees to be planted.

#### **6. Merrill Parkway -**

Manager Lane stated we are looking to repair the damaged sections of fence near the Riverside Cemetery and Growmark. The cost of repairs is approximately \$3,000.

Borough crews pulled all the weeds behind the courthouse. The area has become very overgrown and maintenance intense. He would like to remove the flowerbeds and plant grass there with council's approval.

President Sweitzer addressed the overgrowth on the bank along the parkway. Manager Lane stated that he is working on getting estimates to cutting the over growth down. This work is too dangerous for our borough crews to do.

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

Solicitor Smith is working on the deed to consolidate the properties (Flying Cow & borough properties).

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

Secretary Kulick stated that August 11th as a good date for the picnic. All agreed.

Also, the Auditor General's office will be doing an audit for pension plan years 2015 & 2016.

**ADMINISTRATIVE REPORT** – Police Pension statement was in packet.

**UNION SUB-COMMITTEE REPORT** – Nothing to report this month, but the committee will be meeting on the police contract soon. Manager Lane will contact the police union, as he has not heard from them yet.

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

**PLANNING COMMISSION REPORT** – On behalf of the planning commission's recommendation, Manager Lane asked for council's approval to have Solicitor Smith amend the sign ordinance Chapter 325, Sections A.(1)(c)[1} and B.(1)(c) of the Code to restate regulations pertaining to signs permitted in residential, commercial and manufacturing zoning districts on lots fronting on more than one street.  
**A motion to have Solicitor Smith amend the ordinance was made by Mr. Taylor and seconded by Mrs. Miller. Motion passed unanimously by a quorum of council members present.**

As far as applicants interested in joining the Planning Commission, Council stated that they would like the Planning Commission to make a recommendation to them, and then they can vote on this recommended person.

**RECREATION REPORT** – Mr. Kovalcin and Mayor Miller were absent.

**TMA** – No meeting in June.

**WTMA** – Included in packets.

**CBPA REPORTS** – Included in packets (if available).

**MISCELLANEOUS** – Manager Lane stated that he received a letter from Verizon Wireless proposing to put a small cell tower (details in the packet) on top of the Summertime Tanning Salon building at 419 Main Street. Because of the requirements of the National Historic Preservation Act, council's comments are sought out, but basically, we really do not have a say in stopping them from doing it. President Sweitzer stated that his concern is that it blends in with the aesthetics of the town.

**ADJOURNMENT** - Motion to adjourn was made by Mrs. Lacek and seconded by Mr. Taylor. Meeting adjourned at 8:13 PM.

*Diane M. Kulick*  
Towanda Borough Secretary