

**Towanda Borough
Regular Council Meeting Minutes
October 2, 2017**

The **OCTOBER 2017**, regular meeting of the Towanda Borough Council was held on Monday, October 2, 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, Mr. Long, Mrs. Miller, Mr. Sweitzer, and
Mr. Taylor

ABSENT: Mr. Christini, Mrs. Lacek, Mr. Roof

CITIZENS TO BE HEARD: Diane Bahr was present with the 2017 Towanda Riverfest Little Miss Madeline Shrimp. Mrs. Bahr explained how this contest works and Little Miss Madeline thanked council and the Mayor for their support. Mrs. Bahr stated that they do a craft at the meet and greet held before the contest and this year the theme was "Rainbow over the River." Little Miss Madeline handed out her rainbow decorated tin cans to Council and the Mayor which could be used as a pencil holder. Council thanked Little Miss Madeline, and in turn gave a round of applause to Mrs. Bahr for all her efforts she puts in this event every year.

In addition, Mr. Larry Kacyon was present to introduce himself as the new President of the Planning Commission. He stated that if there was anything that Council needed worked on to let Diane Kulick or April Maynard know. The first meeting will be held on October 17th at 7:00 PM. President Sweitzer thanked Mr. Kacyon for taking the position.

APPROVAL OF PREVIOUS MONTH'S MINUTES:

The minutes of the September meeting were approved with a motion made by Mr. Taylor and seconded by Mr. Klinger. Motion passed.

FIRE CHIEF REPORT:

Chief Roof was absent but Mr. Klinger stated that there may be a few more calls than what is on the report, which will be caught up next month.

FIRE BOARD REPORT:

Mr. Klinger attended the meeting. Nothing to report.

MAYOR'S REPORT:

Mayor Miller stated that Chief Epler assigned Officer Hennessy the privilege of being Grand Marshall of the Halloween Parade this year. Also, Officer Hennessy is planning a 5K Run in memory of K9 Morrow for October 14th.

Mayor Miller also asked everyone to keep the victims of the Las Vegas shooting, and the victims of the floods that have occurred recently in their memory.

POLICE CHIEF REPORT:

Chief Epler was not present; therefore Mayor Miller reviewed the Chief's report.

Chief Epler reported that Officer Hennessy is currently out of the department's daily rotation and back doing the School Resource Officer (SRO) duties due to school being back in session.

Also, there were many DUI roves held throughout the Borough during the month of September.

Also, the Chief stated that with the parking garage construction started, he has changed the police department's parking locations, but more changes may be needed in the future.

SEPTEMBER 2017 – Monthly Report

362	COMPLAINTS RECEIVED	0	JUVENILE PETITIONS
37	TRAFFIC CITATIONS	1	K-9 SERVICE (BORO)
15	NON-TRAFFIC CITATIONS	5	THEFT REPORTS
6	DUI ARRESTS	3	ANIMAL COMPLAINTS
51	DISTURBANCE CALLS	17	VEHICLE DOORS OPENED
8	VEHICLE ACCIDENTS	12	WARNINGS ISSUED
1	OUT OF TOWN ASSISTS	2	K-9 SERVICES
9	CRIMINAL ARRESTS		

POLICE COMMITTEE REPORT:

Mrs. Miller had nothing new to report.

CODE ENFORCEMENT / PUBLIC WORKS REPORT:

Mr. Haight reviewed the report for September 2017.
 There were 14 permits issued in September -144 year-to-date.
 Permit fees paid in September were \$734.00
 Code Inspections charges were \$0 for September.
 The value of permit issued work in the borough year-to-date is \$1,253,793.

Mr. Haight reviewed the compliance actions, permits issued and rental inspections.

PARKING REPORT: September 2017

# Green Tickets Issued:	31
# Yellow Tickets Issued:	2
# Green Tickets Forgiven	0
# Yellow Tickets Forgiven	0
# Green Tickets Excused	1
# Yellow Tickets Forgiven	0
# Paid W/N 48 Hrs @ ½ Cost	5
\$ Amount Paid w/n 48 Hrs	\$50
# Paid After 48 Hrs	0
\$ Amount Paid After 48 Hrs	\$0
# Tickets to Magistrate as Citations	0
Amount Received from Magistrate	\$0
Delinquent Tickets before Citations - \$	1 \$20
Revenue from Reserved	

Parking Spaces	\$2,890
Hours on Parking per Month	70
Police # of Tickets Written	0
\$ Amount Paid W/N 48 Hours	\$0
\$ Amount Paid After 48 Hours	\$0
TOTAL MONTHLY REVENUE	\$2,960

BOROUGH MANAGER’S REPORT:

Manager Lane reported on the following:

1. Downtown Revitalization Project-

All rented spaces that were in the Police/Acme lots have been reassigned to new locations. We split the tenants between the Parkway south of the hump, and the temporary lot we created on the First Citizens Bank grass lot (16 of the 18 spaces are rented).

The contractor has cleared the sight and laid out the footprint of the garage. The footer work should begin any time.

The “exit conference” for the Phase II monitoring visit with the Office of the Budget was conducted on Friday, September 22nd. Manager Lane has until October 6th to provide the Office of the Budget some additional documentation. He currently has most of it ready for submission. Manager Lane also stated that he needed to extend the contract with the Office of the Budget that runs out the end of this year to run to the end of 2018. President Sweitzer signed the extension.

During of the “Exit Conference” the Office of the Budget asked that the borough open a separate bank account for the project. We opened the account with C&N Bank, and the following **resolution** is a requirement:

RESOLUTION 2017-15 – Resolution to establish a new checking account with C&N Bank for the “Towanda Parking Garage” project.

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

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

Nay/No: None.

Absent: Mr. Christini, Mrs. Lacek, Mr. Roof

Status: Motion carried.

The DCED Grant that we received 3 years ago has ended (Keystone Communities) – Manager Lane has approached an auditing firm to conduct an audit of the DCED grant that we used to pay for the Engineering and Architecture for the parking garage.

2. College Run –

G. DeVincentis and Sons finished the punch list and final payment will be submitted to PEMA. We will continue closeout of the project.

A single audit will need to be conducted because we had over \$750,000 pass through the Borough. Manager Lane has approached auditing firms. In addition he is looking at FEMA to pay for the added expense. We have administrative costs to add to this project also.

3. Police Union Negotiations –

We have a tentative agreement with the Police. Manager Lane is awaiting the final documents from the Teamsters. There was good savings this year on the health insurance and he will discuss with council in more detail once the final paperwork has arrived.

4. Poplar Street Turnback –

No new information at this time. They are still discussing what to do with the Third Street part of the project (Cash Creek) that has a pipe that is 26 foot deep running underneath the street.

5. Trail Study-

Nothing new. Hunt Engineering is working on getting the committee organized.

6. 2018 Budget –

Manager Lane has done preliminary work on the 2018 budget. He is done with the public works personnel budget

7. Street Name Sign Program-

The county is offering to replace any missing or damaged local street name signs, and Manager Lane plans to turn in two signs - Elizabeth Street and Bridge Street. It was mentioned that the Poplar & Third street sign is missing. Manager Lane will add that sign to the list.

8. CDBG

Manager Lane will be submitting two projects for funding this year. A grant for the demolition of the blighted properties the borough purchased in Mason Alley (a resubmission), and a grant for ADA curb cuts that are needed near Jim Pruyne and Chad Salsman's office. This is the entrance to Bill Sick Lane.

9. Tourism Room Tax Grant –

Manager Lane will be submitting an application on behalf of the Riverfest Committee. This money will be used to advertise/promote, and hire entertainment for the event.

Miscellaneous - In addition, Manager Lane stated the Central Bradford Chamber of Commerce would like to hold a footrace on the Merrill Parkway on December 2nd. The parkway would close down for 3 & 1/2 hours, from 10:00 AM to 1:30 PM, and the participants would sprint down and back on the parkway road. Following the footrace, they will sponsor a Christmas parade to be held on Main Street.

BOROUGH SOLICITOR'S REPORT:

Solicitor Smith stated that Manager Lane asked him to make an amendment to the Borough's Zoning Ordinance which was adopted to ensure compliance with local ordinance the local ordinance uniformity standards and other requirements of the (Unconventional Gas Well Impact Fee Act) Act 13 of 2012. In December 2013, the State Supreme court nullified one section of the law found unconstitutional that called for statewide rules on oil and gas to preempt local

zoning rules. Another section found unconstitutional required municipalities to allow oil and gas development in all zoning areas.

BOROUGH SECRETARY REPORT:

Secretary Kulick stated that the senior class of 2018 would like to hold a “color run” fundraiser again this year on October 22nd, and will use Route #1.

Also, Secretary Kulick presented the document for this year’s leaf pickup dates beginning Monday, November 13, 2017.

ADMINISTRATIVE REPORT – Police Pension statement was in packet.

UNION SUB-COMMITTEE REPORT – Waiting on the Police Officer’s new contract.

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

PLANNING COMMISSION REPORT – Mr. Christini was absent but the planning commission meeting is scheduled for October 17th to discuss the “Zoning” issue that is described below.

ZONING – Manager Lane stated that he had a meeting with Bradford County Commissioner, Ed Bustin, and was told the county plans to have a step-down house at 104 York Avenue – 4 rooms available for rent for parolees that finish a rehab program and are deemed safe to let out of jail. The potential clients will be female. Commissioner Bustin stated that they will be closely monitored with curfews intact. President Sweitzer stated that there is nothing to stop this in our current zoning ordinance; however, the Planning Commission may want to discuss it at their next meeting.

RECREATION REPORT – Mr. Kovalcin stated the committee is having a bon fire at Riverfront Park with free smores offered after the Halloween Parade on the 28th.

TMA – The minutes were included in packet.

WTMA – The minutes were included in packet.

CBPA REPORTS – The minutes were included in packet if available.

MISCELLANEOUS – Mr. Taylor asked about the status of continuing to work on the parking regulations in the borough. Manager Lane stated that the Public Works Committee started working on this and they will get back to it again.

ADJOURNMENT - Motion to adjourn was made by Mr. Kovalcin and seconded by Mrs. Miller. Meeting adjourned at 8:10 PM.


Towanda Borough Secretary