

**Towanda Borough
Regular Council Meeting Minutes
September 5, 2017**

The **SEPTEMBER 2017**, regular meeting of the Towanda Borough Council was held on Tuesday, September 5, 2017, at the Municipal Building. Council Vice-President Mark Christini (President Paul Sweitzer was absent) 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, Mrs. Lacek, Mrs. Miller, Mr. Roof, and Mr. Taylor

ABSENT: Mr. Long, Mr. Sweitzer

CITIZENS TO BE HEARD: None present.

APPROVAL OF PREVIOUS MONTH'S MINUTES:

The minutes of the August meeting were approved as corrected. Motion was made by Mrs. Lacek and seconded by Mr. Klinger. Motion passed.

FIRE CHIEF REPORT:

Chief Roof reported equipment in working order. They had a water leak in the social hall, but it was caused by a faulty coffee maker. The water hose on the back of the coffee maker detached from the coffee maker. They cleaned it up with shop vacs, therefore no damage occurred.

FIRE BOARD REPORT:

Mr. Klinger attended the meeting. Nothing to report.

MAYOR'S REPORT:

Mayor Miller thanked Jim Haight and the Riverfest Committee as well as the borough employees who helped with cleanup.

The Mayor mentioned the calls he has received over the NTSWA garbage stickers not peeling off properly. Secretary Kulick stated people who call the borough are advised to call NTSWA to complain. (As of this writing NTSWA is having new garbage tags printed to replace the inconvenient ones).

POLICE CHIEF REPORT:

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

Riverfest was fairly quiet this year, with the notable exception that there were 3 DUI arrests on the Saturday night of event.

Officers Bellows and Hennessy had "Coffee with a Cop" at the Community Cup and a Tour the Station Day during Riverfest as part of Community Police and awareness. Mr. Christini stated this is a good thing for breaking barriers in the community.

DUI roves were held throughout the Borough during the month.

Officer Lake attended and passed Firearms Instructors School.

Officer Bellows attended training on dealing with special needs persons. This training was paid for by The Main Link.

AUGUST 2017 – Monthly Report

272	COMPLAINTS RECEIVED	0	JUVENILE PETITIONS
40	TRAFFIC CITATIONS	1	K-9 SERVICE (BORO)
8	NON-TRAFFIC CITATIONS	5	THEFT REPORTS
4	DUI ARRESTS	4	ANIMAL COMPLAINTS
46	DISTURBANCE CALLS	8	VEHICLE DOORS OPENED
6	VEHICLE ACCIDENTS	8	WARNINGS ISSUED
4	OUT OF TOWN ASSISTS	2	K-9 SERVICES
7	CRIMINAL ARRESTS		

POLICE COMMITTEE REPORT:

Mrs. Miller had nothing new to report.

CODE ENFORCEMENT / PUBLIC WORKS REPORT:

Mr. Haight reviewed the report for August 2017.

There were 22 permits issued in August, 130 year-to-date.

Permit fees paid in August were \$107,541.

Code Inspections charges were \$300 for August.

The value of permit issued work in the borough year-to-date is \$1,192,216.

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

PARKING REPORT: - August 2017

# Green Tickets Issued:	39
# Yellow Tickets Issued:	4
# Green Tickets Forgiven	0
# Yellow Tickets Forgiven	0
# Green Tickets Excused	0
# Yellow Tickets Forgiven	1
# Paid W/N 48 Hrs @ ½ Cost	10
\$ Amount Paid w/n 48 Hrs	\$100
# 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	8
	\$130
Revenue from Reserved Parking Spaces	\$3,000

Hours on Parking per Month	60
Police # of Tickets Written	5
\$ Amount Paid W/N 48 Hours	\$40
\$ Amount Paid After 48 Hours	\$20
TOTAL MONTHLY REVENUE	\$3,290

BOROUGH MANAGER’S REPORT:

Manager Lane presented a statue of the “Quintessential Soldier” to Mr. Christini and one to Mayor Miller for their support of the park project from the initial stages forward.

1. Downtown Revitalization Project-

Manager Lane stated that E.R. Stuebner plans to begin work as soon as possible. We are currently working out the final relocation plans for the current parking tenants at the Police and Acme lots.

Manager Lane also stated the plan is to install a temporary parking area between First Citizens Bank and the Towanda Methodist Church. Also, they will place millings from this year’s paving job at the site. The bank is currently going over the agreement we provided.

Manager Lane is planning a ground-breaking ceremony for the week of September 11th.

2. College Run –

Closeout work is now underway. Manager Lane will be submitting direct administrative expenses and audit expenses to FEMA in the coming weeks. Overall, the project is finished except for the paperwork.

3. Central Bradford Trail –

Manager Lane met with Hunt Engineering last week. He stated that we are going to start with putting together the steering committee and layout the meetings for public input. Hunt has identified property owners along the general path of the trail. The route is of course still fluid as the committee begins to meet and public meetings occur. Manager Lane has been contacted by many people interested in helping with the trail, which is a great start. We decided we would ask one member from each of the municipality’s boards/council to be on the committee, and one community member at large. He stated that 8 people are needed on the committee. Council appointed Mr. Kovalcin to represent Towanda Borough Council. Manager Lane stated he is currently seeking out an interested person from the community, some of which have been in contact with him about the trail.

4. Street Paving –

2017 paving is complete. Bishops did a wonderful job once again. The timing was less than desirable, however with such a wet summer everyone is behind schedule.

5. Merrill Parkway –

Manager Lane stated that we had approximately 3,000 feet of the riverbank trimmed from the old Weigh Station location to the cemetery. He hopes that everyone is pleased as the job looks superb.

In addition, the fence that was repaired last month was once again damaged by a fallen cemetery tree. This occurrence was substantially more damage than the previous incident. He turned the fence into the Borough's insurance to cover the cost. He stated that the debris on the ground and the fence has been cleaned up and the fence will be repaired in the very near future.

6. Police Union Negotiations –

The first negotiation meeting is tomorrow September 6, 2017, at 9:00 AM. Manager Lane informed committee members Jean Miller, Richard Lewis, and Paul Sweitzer of the meeting.

7. Poplar Street Turn back –

Turn back is still in motion. Manager Lane is waiting for estimates from PennDOT municipal services. They are currently looking at the cross pipe underneath Third Street that carries Cash Creek.

8. USDA-RUS Community Facilities Grant/Loan

“An opportunity has popped up for a grant/loan from USDA. Manager Lane 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, and he 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”

As Manager Lane mentioned above, last month we had the grant opportunity for a 55% grant and 45% loan for a new backhoe. Unfortunately, we did not get the grant. However, USDA would still like us to finish the application in the event other applicants back out or other states do not use all their allocated funding. Manager Lane proposed **Resolution 2017-12**, for the application.

RESOLUTION 2017-12 – USDA LOAN Resolution to pay for a portion of the cost of a Backhoe replacement.

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

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

Nay/No: None.

Absent: Mr. Long and Mr. Sweitzer

Status: Motion carried.

9. 2018 MMO – Police Pension-

Manager Lane presented the 2018 MMO to council and asked if there were any questions. He respectfully requested council to accept the 2018 MMO as **Resolution 2017-11**, for the Towanda Borough Police Pension Plan.

RESOLUTION 2017-11 – Accepting Minimum Municipal Obligation (MMO) for the Police Pension Plan for 2018.

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

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

Nay/No: None.

Absent: Mr. Long and Mr. Sweitzer

Status: Motion carried.

10. River Town Designation –

Manager Lane stated that as we move forward with the trail study and look at future plans for the Borough Riverfront, he would like to go after the official “River Town” designation. There are some opportunities that come with the River Town designation. We are already meeting most of the requirements. Things like Riverfest, allowing 5K runs, the walking trail, etc... He proposed **Resolution 2017-13**, to become a Susquehanna Greenway River Town (SGRT)

RESOLUTION 2017-13 – Resolution to become Susquehanna Greenway River Town (SGRT).

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

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

Nay/No: None.

Absent: Mr. Long and Mr. Sweitzer

Status: Motion carried.

BOROUGH SOLICITOR’S REPORT:

Solicitor Smith presented **Resolution 2017-14**.

RESOLUTION 2017-14 – License Agreement for Use of Land for parking while the Towanda Parking Garage is being built. This Agreement is between First Citizens Community Bank and Towanda Borough.

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

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

Nay/No: None.

Absent: Mr. Long and Mr. Sweitzer

Status: Motion carried.

BOROUGH SECRETARY REPORT:

Secretary Kulick asked council to solidify the date for Trick-or-Treat. Council agreed that it will be Tuesday, October 31, 2017 from 6 PM to 8 PM.

Fire Chief Roof when asked stated the Annual Firemen’s Halloween Parade will be held on Saturday, October 28, 2017 at 7 PM.

ADMINISTRATIVE REPORT – Police Pension statement was in packet.

UNION SUB-COMMITTEE REPORT – Mr. Christini stated that this committee will meet tomorrow (Sept 6).

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

PLANNING COMMISSION REPORT – Mr. Christini stated that Mrs. Sherburne has resigned from the Planning Commission (Her letter of resignation included).

At this time Mr. Christini asked council to appoint a new Planning Commission member, and there were 3 persons who recently expressed interest in being on the commission.

1. – Kevin Doupe – 10 Elliott Street
2. – Marquerite Fox-Picou – 31 Walnut Street
3. – Joanne Vago – 321 York Avenue

At this time Mr. Kovalcin and Mr. Klinger nominated Mr. Kevin Doupe.

A motion was made by Mrs. Lacek and seconded by Mr. Kovalcin to appoint Mr. Kevin Doupe of 10 Elliott Street to a Planning Commission position. Motion passed.

ZONING – Mr. Christini and Manager Lane both stated that we need an alternate for the Zoning Hearing Board behind Mr. Eberlin, who was alternate, but was appointed to the board behind Mr. Joel Christian who moved out of town. Mr. Frank Innes, 305 York Avenue has notified Manager Lane that he would like to be considered to be the new alternate. **At this time a motion was made by Mr. Taylor and seconded by Mr. Klinger to appoint Mr. Innes to be an alternate on this board. Motion passed.**

It was also stated that we do need a 2nd alternate for the Zoning Hearing Board. Mr. Lowenstein (Daily Review reporter) stated he will put an item of interest in the newspaper.

RECREATION REPORT – Mr. Kovalcin stated they are planning something for fall but nothing to report yet.

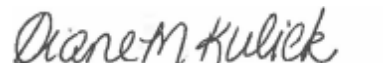
TMA – The minutes were included in packet.

WTMA – The minutes were included in packet.

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

MISCELLANEOUS – Manager Lane stated that we are approaching the 10 year mark since the Comprehensive Plan (Central Bradford Region) was updated (June 2, 2008). He would like to work on this in 2019 (after the county does theirs). It includes North Towanda Township, Towanda Township and Towanda Borough.

ADJOURNMENT - Motion to adjourn was made by Mrs. Lacek and seconded by Mr. Taylor. Meeting adjourned at 7:55 PM.


Towanda Borough Secretary