

Towanda Borough Regular Council Meeting Minutes July 2, 2018

The **JULY 2018**, regular meeting of the Towanda Borough Council was held on Monday, July 3, 2018, at the Municipal Building. Council Vice-President Mark Christini called the meeting to order at 7:01 PM, with a moment of silence followed by the Pledge of Allegiance.

ROLL CALL:

PRESENT: Mr. Christini, Mr. Klinger, Mr. Kovalcin, Mrs. Lacek, Mr. Long, Mrs. Miller, and Mr. Taylor

ABSENT: Mr. Roof and President Sweitzer

CITIZENS TO BE HEARD: None

APPROVAL OF PREVIOUS MONTH'S MINUTES:

Motion to approve the June 4, 2018, regular meeting minutes was made by Mr. Taylor and seconded by Mrs. Lacek. Motion passed.

FIRE CHIEF REPORT:

Chief Roof's report was provided.

FIRE BOARD REPORT:

On behalf of Chief Roof, Mr. Klinger stated on that the equipment is in good working order. Mr. Klinger attended the meeting but had nothing new to report.

MAYOR'S REPORT:

Mayor Miller offered a thank you to Officer John Hennessy for coming to the last Thursday's "Concerts in the Park" with K9 Edo. As expected, the children gravitated toward Officer Hennessy and K9 Edo. Officer Hennessy also handed out junior police officer stickers to the kids and won a "tug-a-war" against the Mayor. Mayor Miller stated that he credits Officer Hennessy's dedication and his continuing efforts along with K9 Edo of interacting with the community.

Mayor Miller also stated that Officers Hennessy and Bellows have been continuing to visit the Community Cup for "Coffee with a Cop" type event. This is an excellent community service representation in that it allows the community to get to know the officers in a calm, casual setting where they can visit.

POLICE CHIEF REPORT:

Chief Epler told Council that a state police officer was shot and killed in Corning, New York early today answering a domestic call.

Also, he stated that he has year to date data for officers' time off since January 1, 2017. They have used 335 hours vacation, 450 personal holiday, 114 comp time, for a total of 909 hours total. He is working on getting down last year's vacation deficit and use this years' also. He said this summer they have Officer Hennessy back on regular duty (as a school resource officer) and that will help lots of vacation to be used. Also, Officer Lamanna continues to work 30 hours a week covering vacation.

The Chief report that Sgt. Lantz, Officer Hennessy and Officer Bellows received training on the Lethality Assessment Program (LAP) for domestic violence.

JUNE 2018 – Monthly Report

300	COMPLAINTS RECEIVED	0	JUVENILE PETITIONS
14	TRAFFIC CITATIONS	0	K-9 SERVICE (BORO)
6	NON-TRAFFIC CITATIONS	3	THEFT REPORTS
1	DUI ARRESTS	11	ANIMAL COMPLAINTS
67	DISTURBANCE CALLS	8	VEHICLE DOORS OPENED
6	VEHICLE ACCIDENTS	7	WARNINGS ISSUED
1	OUT OF TOWN ASSISTS	0	K-9 SERVICES
4	CRIMINAL ARRESTS		

POLICE COMMITTEE REPORT:

Mr. Taylor stated that the committee met tonight at 6 PM. They discussed Chief Epler's request to purchase body worn cameras, in-car video equipment and software for the police department. The committee recommended that Council allow Chief Epler to solicit donations in order to purchase these products. Chief Epler then listed the items that would be needed to help them to operate safer and more efficiently, and better protect and connect with the community.

A motion was made by Mr. Kovalcin and seconded by Mrs. Lacek to give Chief Epler permission to go out and seek funds from public sources in order to purchase this equipment and software. Motion passed.

Also, Mr. Taylor stated that there is the possibility of getting another police dog in the future at little or no cost. Chief Epler stated that Officer Hennessy recently attended a show in Vestal, NY, and made connections with K9 handlers on the East Coast. The officer found that he could get on a list for a particular dog that would work well for our borough. The Chief also stated that Officer Hennessy would have the final picking decision on the K9. At the present time, K9 Edo is 8 years old and we may need to have a younger K9 available and ready to take over so there will be no lapse in K9 coverage. Normally, a dog's career usually takes them to about 10 years before they retire.

Mr. Christini thanked Mr. Taylor for the nice job getting the Police committee meeting again.

CODE ENFORCEMENT / PUBLIC WORKS REPORT:

There were 24 permits issued in June for a total YTD at 104
 Permit fees paid amount in June was \$2,068 YTD - \$6,941
 Code Inspections charges in June were \$965 YTD - \$2,505
 The value of permit issued work in the borough YTD - \$2,947,832.19
 Contractor's Registrations in June amounted to \$950 YTD - \$8,700

PARKING REPORT – JUNE 2018

# Green Tickets Issued:	-	0
# Yellow Tickets Issued:	-	0
# Green Tickets Forgiven	-	0
# Yellow Tickets Forgiven	-	0
# Green Tickets Excused	-	0
# Yellow Tickets Forgiven	-	0
# Paid W/N 48 Hrs @ ½ Cost	-	0
\$ Amount Paid w/n 48 Hrs	-	\$0
# 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 Citation	-	0
\$		\$0
Revenue from Reserved Parking Spaces	-	\$2,990
Hours on Parking per Month	-	30
Police - # of Tickets Written	-	13
\$ Amount Paid W/N 48 Hours	-	\$50
\$ Amount Paid After 48 Hours	-	\$40
<u>TOTAL MONTHLY REVENUE</u>	-	\$3,080

BOROUGH MANAGER’S REPORT:

1. **Downtown Revitalization Project -**

Manager Lane reported that RACP reimbursements are flowing regularly and project is moving along well.

The current focus is completing the masonry piers, elevator shaft and concrete decking.

2. **USDA GRANT/LOAN – BACKHOE –**

All closing documents are submitted to USDA for their review by Solicitor Smith. He was given a 30-day turnaround for document approval. Once they are satisfied we can finally close and purchase the backhoe.

3. **PennDOT Turnback -**

PennDOT presented the SR 3020 (Poplar with Convent and part of State Street) project to the PennDOT union on June 26th, and it was approved for the next step. Manager Lane spoke with Municipal Services and we are looking to close all documentation in the August time frame. The road will become the borough’s street/road upon closing. PennDOT will also provide payment for the reconstruction at that time.

4. **2018 Paving –**

2018 Paving is complete. We added milling of Fifth Street and asphalt curbing on Fifth and Third Streets. Total invoice for the original paving, added milling and curbing will be approximately \$79,000 from the original \$57,000, which will all be paid for with liquid fuels money. The streets look great!

5. **Parkway LED conversion –**

The “test bulb” we installed has been working well for over a month. Manager Lane would like to go ahead and purchase the 87 bulbs and begin installing the new LEDs’. The initial cost of \$5,195 will be on the Borough and he will then apply for the rebate and await reimbursement of \$1,550. The installation of these bulbs will reduce the kilowatt hours of the lights and also match Penelec’s conversion on Main Street. The reduction in the kilowatt hours will obviously reduce the monthly cost of the lights.

Manager Lane asked for approval by motion to do the LED conversion on the Parkway lights through the Street Light Fund. A motion was made by Mr. Long and seconded by Mr. Klinger. Motion passed.

6. **Health and Pension Fund Audit -**

An audit was conducted on May 22nd and 23rd. The audit was for 2012, 2013, 2014, 2015, 2016 and 2017. Manager Lane is still in the process of settling with the Teamsters Health and Pension Fund. He challenged several of the auditor’s findings. We are looking to settle between \$3,000 and \$4,000. The final amount will be split with TMA accordingly.

7. **College Run -**

Manager Lane conducted the 11-month (of the 12 months) warranty walk through with the contractor and the engineer. There were only a few minor items that need to be addressed. There is a small crack in the Progress Authority Parking lot, the parkway crossing has settled and will need repair and the upstream (up on 4th Street) “rocked” area will need to be replaced. The crack will be sealed and the 4th Street area will be fixed.

8. **Union Negotiations-**

Manager Lane is looking to begin talks within the next two weeks.

9. **Trail Feasibility Study -** Looking to see some action this month. The layout is in place for the most part. The consultant has a few meetings to schedule and put it all together into a final report.

10. **Zoning Hearing Board** – Jim Haight and Manager Lane found a volunteer to be the second alternate for the Zoning Hearing Board.

Manager Lane asked for approval from Council to appoint by motion, John Secor from the Second Ward to be an alternate on the Zoning Hearing Board. A motion was made by Mr. Kovalcin and seconded by Mr. Klinger. Motion passed.

BOROUGH SOLICITOR’S REPORT:

Solicitor Smith followed up on the Backhoe loan. Mr. Christini asked him about the zoning issue. Mr. Haight has been in touch with Solicitor Smith and he believes Mr. Haight is prepared for the Zoning Board hearing on July 31st.

BOROUGH SECRETARY REPORT:

Secretary Kulick informed Council about a 5K run to be held on Saturday, September 1st. This will be for Overdose Awareness Day, and is sponsored by Bradford/Sullivan Drug & Alcohol with Lackawanna College acting as co-sponsor. They will use route #2 and they stated that they will have traffic control arraigned.

ADMINISTRATIVE REPORT:

Included in packet.

Also, Manager Lane stated that Joe Doherty of BCVMPA (Bradford County Veterans Memorial Park Association) came to the Finance meeting on Thursday to discuss final finishing plan of the park with the rotunda. This would cover the angels and the quintessential soldier, and a dove (in the plexiglass) would be centered in the peak of the rotunda. The estimated cost to finish the park with the rotunda is estimated to be from \$30,000 to \$50,000. The group has approximately \$20,000 left in their account. Mr. Doherty asked if Towanda Borough would consider providing financing in order for the group to finish the project. BCVMPA would pay the amount back through on-going fundraising. Council discussed this but no motion was made at this time. Manager Lane stated that he would address Mr. Doherty's request with TMA (Towanda Municipal Authority) also.

UNION SUB-COMMITTEE REPORT:

President Sweitzer was not present. Manager Lane stated earlier in the meeting that talks will begin in the next 2 weeks.

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

PLANNING COMMISSION REPORT:

There was no meeting this past month. There will be one in July.

RECREATION REPORT:

Mr. Kovalcin stated we had our second band performance last Thursday, and it went well. Manager Lane said the borough's electrician is going to change the electrical service panel to 220 amps' in order to handle the electricity load of the bands and any vendors. There is no entertainment this week due to the 4th of July holiday.

TMA/WMA/CBPA REPORTS:

Status and latest news is included in packet.

ADJOURNMENT:

Motion to adjourn was made by Mrs. Lacek and seconded by Mr. Klinger. Meeting adjourned at 8:00 PM.



Towanda Borough Secretary