

Towanda Borough Regular Council Meeting Minutes June 4, 2018

The **JUNE 2018**, regular meeting of the Towanda Borough Council was held on Monday, June 4, 2018, 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, Mrs. Miller, Mr. Sweitzer, and Mr. Taylor

ABSENT: Mr. Christini, Mrs. Lacek, Mr. Long (working), Mr. Roof (appt)

CITIZENS TO BE HEARD:

APPROVAL OF PREVIOUS MONTH'S MINUTES:

Motion to approve the May 7, 2018, regular meeting minutes was made by Mr. Taylor and seconded by Mr. Klinger with a couple minor corrections. Motion passed.

FIRE CHIEF REPORT:

Chief Roof's report was provided.

FIRE BOARD REPORT:

Mr. Klinger had nothing to report.

MAYOR'S REPORT:

Mayor Miller signed a declaration for National Music Society Week. Also, Mayor Miller stated he was glad to see that Chad Strickland is now the new Water & Sewer Superintendent behind Fred Johnson. Also, the Mayor stated that Marilee Brown, daughter of former Chief of Police Dean Meredith (who has since passed) received a letter of recognition from the National Association of Chiefs of Police for her father's role in the apprehension of the bank robbers of the infamous Brinks Robbery. Mayor Miller is going to frame a copy of the letter and hang it in the Borough Hall lobby.

POLICE CHIEF REPORT:

Chief Epler was not in attendance, but did submit his report.

MAY 2018 – Monthly Report

450	COMPLAINTS RECEIVED	0	JUVENILE PETITIONS
27	TRAFFIC CITATIONS	0	K-9 SERVICE (BORO)
17	NON-TRAFFIC CITATIONS	9	THEFT REPORTS
3	DUI ARRESTS	10	ANIMAL COMPLAINTS
91	DISTURBANCE CALLS	7	VEHICLE DOORS OPENED
4	VEHICLE ACCIDENTS	8	WARNINGS ISSUED
1	OUT OF TOWN ASSISTS	0	K-9 SERVICES
12	CRIMINAL ARRESTS		

POLICE COMMITTEE REPORT:

Mr. Taylor stated that the committee plans on meeting next month.

CODE ENFORCEMENT / PUBLIC WORKS REPORT:

There were 25 permits issued in May for a total YTD at 80.
Permit fees paid amount in May was \$1,523.00 YTD - \$4,873.00.
Code Inspections charges in May were \$415.00 YTD - \$1,540.00.
The value of permits issued work in the borough YTD - \$2,819,088.19.
Contractor's Registrations in May amounted to \$1,250 YTD - \$7,750.00

Manager Lane explained that the last page of the code report lists 21 vacant, foreclosed and abandoned homes in the Borough. Some that have violations for grass, poor condition, etc. He stated that some owners such as banking institutions are difficult to contact to get the violations addressed. Manager Lane stated that they send an invoice and citation, and if the owner does not pay, the Borough files a "municipal claim" on the property. Manager Lane stated that they will get the grasses cut one way or another to keep up with the overgrowth of these properties.

PARKING REPORT – MAY 2018

# Green Tickets Issued:	-	3
# 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	-	2
\$ Amount Paid After 48 Hrs	-	\$40
# Tickets to Magistrate as Citations	-	0
Amount Received from Magistrate	-	0
Delinquent Tickets before Citation	-	3
\$		\$60.00
Revenue from Reserved Parking Spaces	-	\$2,990
Hours on Parking per Month	-	40
Police - # of Tickets Written	-	13
\$ Amount Paid W/N 48 Hours	-	\$40.00
\$ Amount Paid After 48 Hours	-	\$40.00
<u>TOTAL MONTHLY REVENUE</u>	-	<u>\$3,170</u>

BOROUGH MANAGER'S REPORT:

Manager Lane introduced Chad Strickland to the council members.

1. **Downtown Revitalization Project-**

RACP reimbursements are coming in regularly finally.

Substantial progress has been made since the last council meeting. The steel skeleton is mostly complete and Manager Lane expects progress to continue at a solid pace. The construction company still says they will be done with construction by August this year.

2. **USDA GRANT/LOAN – BACKHOE –**

Manager Lane stated Fred Smith sent the draft closing documents and legal requirements for the loan to our USDA Rural Development Specialist in Montoursville for review. As soon as they send us the approval, we will get the backhoe.

3. **PennDOT Turnback -**

PennDOT is presenting the turn back to the union at their June 26 meeting. As far as Manager Lane is aware, the project is still moving forward.

4. **2018 Paving –**

The contract has been executed with bid winner Bishop Brothers. According to Manager Lane, there will be a “change order” for milling down and placing middle mix down on 5th Street. The original plan was to only overlay, however it would raise the street too much. We found sump pumps and drains running along the edges that we missed when reviewing the street in March. He is working with PennDOT Municipal Services on the change order.

5. **Parkway LED conversion –**

Manager Lane found a replacement LED bulb for the parkway lights. The bulb is on the approved list to be eligible for a rebate. He has an estimate of \$5,195.81, to replace all 87 bulbs. He is waiting to hear how much the rebate will be for the bulbs. The rebate for these types of bulb usually is \$17.82 per bulb. That will save us approximately \$1,550.34. Total cost to Borough for conversion with rebate will be \$3,645.47, and usage should be cut in half. He also stated that we can replace the bulbs in house.

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

An audit was conducted on May 22nd and 23rd. The audit was for 2012, 2013, 2014, 2015 and 2016 and 2017. We are in the process of contesting a few of what the auditors would say are findings. I will have the final outcome at the July 2018 meeting.

7. **College Run -**

Manager Lane stated that “College Run’s” (1) one year warranty is fast approaching the end date. Eric Casanave (Stiffler, McGraw & Associates engineer) and I intend to meet with the contractor within the next couple weeks and go over any items that need addressing.

8. **Union Negotiations**

I called the Teamsters office on Thursday to check the status of scheduling the first meeting. Rick Dexter, Secretary-Treasurer of Local 529, stated they will start the 2nd week in July.

9. **Superintendent**

Manager Lane reviewed that we hired a new Water and Sewer Superintendent, Chad Strickland. He started May 7th, and has really hit the ground running. Fred Johnson will be on vacation until his final end date. Fred will remain as a consultant to assist with Chad’s transition.

MISC:

Also, Manager Lane stated that he and Diane Kulick (Secretary-Treasurer) will be attending the PA Association of Boroughs annual meeting in Hershey, PA. We will be there for Tuesday’s conferences only.

Bradford County Action employees are continuing to clean up Borough areas. They are cleaning up the park across from this building (Roger Madigan-Gateway Park). It was noted that Former Senator Madigan recently passed away.

BOROUGH SOLICITOR'S REPORT:

Solicitor Smith was out of town.

BOROUGH SECRETARY REPORT:

Secretary Kulick had nothing to report.

ADMINISTRATIVE REPORT:

Included in packet.

UNION SUB-COMMITTEE REPORT:

President Sweitzer stated that TMA board member A. J. Brandt will be involved in the negotiations for a new contract this time.

FINANCIAL REPORT – A motion was made by Mr. Kovalcin and seconded by Mr. Klinger to pay the bills. Motion passed.

PLANNING COMMISSION REPORT:

Secretary Kulick updated Council on the Planning Commission's recent meeting, and the "draft" of the May 15th meeting is included in this packet.

RECREATION REPORT:

Mr. Kovalcin stated that the first night for the summer concerts at Riverfront Park is June 14th, with Grapefruit Cannonball Express being the band (entertainment) for the evening. Starting time is 7 PM, and future dates are June 21st and 28th, July 12th, 19th and 26th, plus August 2nd and 9th.

Mr. Kovalcin encouraged all to come out and support this free event.

TMA/WMA/CBPA REPORTS:

Status and latest news is included in packet.

ADJOURNMENT:

Motion to adjourn was made by Mr. Taylor, and seconded by Mrs. Miller. Meeting adjourned at 7:49 PM.



Towanda Borough Secretary