

Towanda Borough Regular Council Meeting Minutes November 5, 2018

The **NOVEMBER** regular meeting of the Towanda Borough Council was held on Monday, November 5, 2018, at the Municipal Building. Council President 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. Lacek, Mrs. Miller, Mr. Sweitzer and Mr. Taylor

ABSENT: Mr. Christini, Mr. Long, Mr. Roof

CITIZENS TO BE HEARD:

Two young Scouts BSA, Troop 17, were present tonight. Owen Lane (son of Kyle Lane, Borough Manager) and Damon Doherty. They are both 11 years old and in the 6th Grade at Towanda Elementary School. Note: Scouts BSA is a year-round program for boys and girls in fifth grade through high school that provides fun, adventure, learning, challenge, and responsibility to help them become the best version of themselves.

In addition, Mr. Coates of 118 York Avenue was a visitor.

APPROVAL OF PREVIOUS MONTH'S MINUTES:

Motion to approve the October 1, 2018 regular meeting minutes was made by Mrs. Lacek and seconded by Mr. Kovalcin. Motion passed.

FIRE CHIEF REPORT:

Chief Roof was absent and Mr. Klinger stated there was nothing new to report. The incident report was provided in the packets.

FIRE BOARD REPORT:

Mr. Klinger had nothing to report.

MAYOR'S REPORT:

Mayor Miller once again signed a proclamation for White Cane Days and thanked Jim Haight and the Lions Club for their efforts in this program.

He also thanked the Fire Department and Police for their coverages during Halloween Trick-or-Treat night.

On Friday, November 9th, Officer Bellows and Mayor Miller attended the Towanda Elementary School's Veteran's Day ceremony.

POLICE CHIEF REPORT:

Chief Epler reported the following:

- The Police hosted a tour of the station for the Boy Scouts.
- Officer Hennessy and K-9 Hades had training on October 2nd and 16th.
- Officer Hennessy and K-9 Hades attended the "Buddy Walk "" for down Syndrome at Hornbrook Park on the 6th.
- Officer Hennessy also attended the YMCA Halloween party where he handed out candy, he and the Mayor Miller judged the costume contest as well.
- We had an extra Officer on patrol for the Trick or treat night.

- We received a check from the American Legion for \$500 towards the Blue Santa program.
- Towanda PD also dealt with a perceived bomb threat at the Towanda Area High School. All went smoothly for the evacuation and the incident is under investigation.
- Towanda Borough Police in conjunction with Pennsylvania State Police conducted a raid on 301 Second Street. - 4 individuals were arrested on drug warrants; 2 individuals are still being sought for active drug warrants and 2 individuals were arrested for miscellaneous warrants.

OCTOBER 2018 – Monthly Report

332	COMPLAINTS RECEIVED	0	JUVENILE PETITIONS
32	TRAFFIC CITATIONS	1	K-9 SERVICE (BORO)
12	NON-TRAFFIC CITATIONS	8	THEFT REPORTS
2	DUI ARRESTS	3	ANIMAL COMPLAINTS
73	DISTURBANCE CALLS	2	VEHICLE DOORS OPENED
6	VEHICLE ACCIDENTS	10	WARNINGS ISSUED
2	OUT OF TOWN ASSISTS	2	K-9 SERVICES
16	CRIMINAL ARRESTS		

POLICE COMMITTEE REPORT:

Mr. Taylor stated they did not have a meeting because there was nothing to discuss.

CODE ENFORCEMENT / PUBLIC WORKS REPORT: October 2018

Mr. Haight was absent tonight; therefore, Mr. Sluyter reviewed the Reports as follows:

- Compliance Action - 41 Violations
- Rental Inspections - 15 Total inspections
 - 11 Failed the 1st time
 - 1 Passed the 2nd time
 - 1 Failed the 2nd time
- Zoning Permits - 4 Issued
- Complaints - 34 Investigated
 - 18 Resolved
- 34 Permits Issued 217 YTD
- \$2,249 Permit Fees Paid \$15,395 YTD
- \$425 Code Inspections Charges \$5,615 YTD
- \$3,699,589.15 = YTD Value of Permit Issued Work
- \$600 Contractors Registrations \$12,200 YTD

There were 34 permits issued in October for a total YTD at 217
 Permit fees paid amount in October were \$2,249 & YTD - \$15,395
 Code Inspections charges in October were \$425 & YTD - \$5,615
 The value of permit issued work in the borough YTD - \$3,699,589.15

Contractor's Registrations in October amounted to \$600 & YTD - \$12,200

PARKING REPORT – OCTOBER 2018 **YEAR-TO-DATE**

# Green Tickets Issued:	-	6	54
# Yellow Tickets Issued:	-	3	14
# Green Tickets Forgiven	-	0	2
# Yellow Tickets Forgiven	-	1	2
# Green Tickets Excused	-	0	0
# Yellow Tickets Forgiven	-	0	0
# Paid W/N 48 Hrs @ ½ Cost	-	3	16
\$ Amount Paid w/n 48 Hrs	-	\$30	\$160
# Paid After 48 Hrs	-	2	20
\$ Amount Paid After 48 Hrs	-	\$40	\$400

PARKING REPORT – SEPTEMBER 2018 **YEAR-TO-DATE**

# Tickets to Magistrate as Citations	-	0	0
Amount Received from Magistrate	-	\$0	\$0
Delinquent Tickets before Citation	-	3	49
\$		\$60	\$900
Revenue from Reserved Parking Spaces	-	\$3,000	\$30,080
Hours on Parking per Month	-	40	410
Police - # of Tickets Written	-	12	169
\$ Amount Paid W/N 48 Hours	-	\$80	\$510
\$ Amount Paid After 48 Hours	-	\$60	\$550
TOTAL MONTHLY REVENUE	-	\$3,270	YTD \$32,600

BOROUGH MANAGER'S REPORT:

1. Downtown Revitalization Project -

Manager Lane stated that work is continuing along. The final grades for alley's and sidewalks are being prepped for asphalt and concrete, glass for the stair columns are installed, the final slab is being poured. He would like to see the project done within a month, but the weather is not cooperating, which makes the time frame on completion change often.

2. PennDOT Turnback SR 3020 (Poplar Street) -

Manager Lane spoke with Gregg Dibble from PennDOT. PennDOT in Harrisburg is finishing the agreement, hopefully by December (so we can ratify it). PennDOT has agreed to do a "full depth restoration".

3. **PennDOT Building - York Avenue (R-4 District) -**
Manager Lane and Mr. Haight met with PennDOT's consultants some time ago concerning their plans to demo the old office building structure and rebuild a new one. The project includes the re-organization of most of the buildings currently on site. The R-4 Zoning does not allow for this to happen. They want to build to the most eastern side of the property which would fall into the R-1 District, which also does not allow a commercial usage. Manager Lane thinks they will challenge the validity of our ordinance.
4. **Trail Feasibility Study -**
The next meeting to discuss the trail is on November 7th. We will be meeting with PennDOT (part of a larger study) representatives to discuss the using R.O.W. (right of way) for portions of the trail.
5. **BCVMPA -**
Manager Lane stated that he received notice today that \$50,000 will be sent for the Association to finish the rotunda at the park. Then they will advertise for bids to install it.
6. **2019 Budget -**
Manager Lane has the first draft of the Borough budget completed. He stated that it is a rough draft and he will continue to adjust it until the December meeting. He scheduled a "budget work session" with council for Wednesday, November 14th to go over the details of the budget. This meeting will be advertised in the newspaper.
7. **Flood Insurance Rate Maps -**
Manager Lane stated that he will continue to keep this subject on this report until he hears something. He has not heard about a rescheduled FIRM meeting (at Wysox Fire Hall) as of yet.

As he stated before, new preliminary maps were mailed to the Borough office. A meeting of municipalities involved and FEMA was forced to be rescheduled due to the hurricane in North Carolina this summer. Manager Lane was firm in that he does not agree with the findings. There will be more information to come in the near future.
8. **Street Sweeper - USDA/CBPA -**
Manager Lane opened discussions with both the USDA and Progress Authority about financing the purchase of a new street sweeper. USDA has the ability to term it out for 15 years at 4%. The CBPA program will have a hard time terming the loan out 15 years.
9. **CDBG - Blight Removal -**
Manager Lane stated that the two properties in Mason Alley that the Borough purchased a few years ago will finally be torn down. He was notified that the Borough's application for CDBG funding to demo the buildings was approved by the BC Commissioners.

BOROUGH SOLICITOR'S REPORT:

Solicitor Smith stated that he still does not have a ruling on the Ron Ludlow zoning appeal. Solicitor Smith also discussed the proposals by the Planning Commission concerning the parking code. He will meet with Mr. Christini this week to discuss more thoroughly.

BOROUGH SECRETARY REPORT:

Secretary Kulick presented:

RESOLUTION 2018-4

Approval that Henry Dunn (of the Dunn Group) be reappointed to CBPA (Central Bradford Progress Authority) Board of Directors as the Towanda Borough representative.

Motion made by: Mr. Klinger, Motion seconded by: Mr. Kovalcin

Mr. Christini, Mr. Long and Mr. Roof were absent

Mr. Sweitzer abstained from voting.

Voting Aye/Yes: Mr. Klinger, Mrs. Lacek, Mrs. Miller, and Mr. Taylor

Voting Nay/No: Nobody

Resolution 2018-4 Carried.

Mrs. Kulick asked to schedule the final meeting of Council to vote on the new budget, pay the bills etc. December 27th at 6 PM was agreed upon. **(Note: This meeting was changed to December 26th later on in November.)** In addition, Mrs. Kulick will advertise this meeting.

ADMINISTRATIVE REPORT:

Included in packet.

UNION SUB-COMMITTEE REPORT:

Nothing new to report.

FINANCIAL REPORT – A motion was made by Mr. Klinger and seconded by Mrs. Lacek to pay the October 2018 bills. Motion passed.

PLANNING COMMISSION REPORT:

There was no meeting in October.

RECREATION REPORT:

Mr. Kovalcin stated the committee will be doing a float themed on Rudolph & Yukon Cornelius for the Hometown Christmas Parade and events to be held on Saturday, December 1st. The parade will be held on the Merrill Parkway this year. There will be a number of things happening, such as the tree lighting on Friday, November 30th, and on Saturday, December 1st, there will be a 5K Run-Run Rudolph race, Woody's Cupcake Wars, vendors at Towanda Terrace, a gingerbread house contest, Victorian Charm Inn tours, the Christmas Parade, a free showing of the movie "Polar Express", free cookie decorating, and SANTA will be coming to town for the children to meet, plus horse carriage rides. The Central Bradford County Chamber of Commerce is spearheading most of the day's activities.

TMA/WMA/CBPA REPORTS:

Manager Lane stated the PennVest loan paperwork was submitted.

EXECUTIVE SESSION:

President Sweitzer called for an Executive session at 7:40 PM, to discuss a personnel issue. Executive session ended at 7:55 PM.

MISC:

Mr. Taylor asked about compliance violations that have continued for years without action being taken by the resident or owner to correct it. He asked if there is a way to enforce getting these properties corrected sooner, and he suggested maybe raising the rates. This was discussed on all angles but nothing solid to resolve it. We do what we need to do and some of the violators repeatedly pay the fine to the Magistrate's office, and that's it.

In addition, Mrs. Miller stated that there have been some complaints about the manholes on York Avenue. Manager Lane stated that all the manholes were leveled and new covers put on them by the Borough employees, just as asked by PennDOT before they had it paved. It is all in the way the company prepared the road before they paved it.

ADJOURNMENT:

Motion to adjourn was made by Mrs. Lacek and seconded by Mr. Sweitzer. Meeting adjourned at 8:10 PM.



Diane M. Kulick
Towanda Borough Secretary