

## Towanda Borough Regular Council Meeting Minutes March 2, 2020

The Regular Meeting of the Towanda Borough Council was held on Monday, March 2, 2020, at the Borough Municipal Building, 724 Main Street, Towanda, PA. The meeting was called to order at 7:02 PM by President Mark Christini with a moment of silence followed by the Pledge of Allegiance.

**Present:** Mr. Christini, Mr. Eberlin, Mr. Klinger, Mr. William Kovalcin, Mr. Lacek, Mr. Long  
**Absent:** Mrs. Lacek, Mr. Roof & Mr. Sweitzer

### **CITIZENS TO BE HEARD:**

None present.

### **APPROVAL OF PREVIOUS MONTH'S MINUTES:**

Motion to approve the February 3, 2020, Regular Council meeting minutes was made by Mr. Long and seconded by Mr. Kovalcin. Motion carried.

### **FIRE CHIEF REPORT:**

Chief Roof was absent and the incident report was included in the Council packets

### **FIRE BOARD REPORT:**

Mr. Klinger stated there was nothing new to report, however; Mr. Klinger stated that they received pictures of the new Ladder truck, and the paperwork finalization was put off to another week. Also, he stated that the older engine truck that is for sale did not have any offers to buy yet.

### **MAYOR'S REPORT:**

Mayor Miller stated that he is working with Mrs. Chris Griffiths (200 Thomas Street-First Ward) on starting a neighborhood watch program.

### **POLICE CHIEF REPORT:**

Chief Epler reviewed his report to Council.

Sgt. Lantz spoke to a Widowed Women's group at the Catholic Church about personal safety. About 30 Women were in attendance and they covered a wide range of topics.

The new 2020 patrol car is now back in service for the Dept.

Officer Hennessy did a program with Hades for the K4 students.

Also, the K9 vehicle is still being modified.

Towanda PD has tagged for tow many vehicles this month, most have been moved by owners, a couple have been towed.

### **FEBRUARY 2020 – Monthly Report**

300	COMPLAINTS RECEIVED	2	JUVENILE PETITIONS
16	TRAFFIC CITATIONS	1	K-9 SERVICE (BORO)
4	NON-TRAFFIC CITATIONS	8	THEFT REPORTS

0	DUI ARRESTS	6	ANIMAL COMPLAINTS
42	DISTURBANCE CALLS	5	VEHICLE DOORS OPENED
4	VEHICLE ACCIDENTS	8	WARNINGS ISSUED
2	OUT OF TOWN ASSISTS	0	K-9 SERVICES
11	CRIMINAL ARRESTS		

**POLICE COMMITTEE REPORT:**

There was no meeting held this month.

**CODE ENFORCEMENT / PUBLIC WORKS REPORT:**

Mr. Sluyter, Code Enforcement Officer, presented the report to Council.

**FEBRUARY 2020 SUMMARY**

<b>PERMITS &amp; CONTRACTORS</b>	Month	YTD
Permits Issued	1	10
Permit Fees Paid	\$37	\$487
Code Inspections Fees	\$0	\$255
Borough Total after Code Inspections Fees	\$37	\$232
Permit Work Value	\$2,000	\$11,950
Contractors Registered	10	12
Contractors Registrations Amount	\$700	\$900

**UCC Reportable Permits**

	Month	YTD	Fees	Fees YTD
#1 Residential – New				
#2 Residential – Other	1	3	\$4.50	\$13.50
#3 Commercial – New				
#4 Commercial – Other				
<b>TOTALS</b>	<b>1</b>	<b>3</b>	<b>\$4.50</b>	<b>\$13.50</b>

**COMPLAINTS**

	Received		Investigated		Resolved	
	Month	YTD	Month	YTD	Month	YTD
Single Family Non-Rental		8		8		4
1 & 2 Family Rentals		12		10		3
Commercial Rental Units		3		3		0
Commercial Non-Rental		1		1		0
<b>TOTALS</b>		<b>24</b>		<b>22</b>		<b>7</b>

**Rental Dwelling Unit Inspections**

	Month	YTD
1st Inspection	5	7
2nd Inspection	0	2
3rd Inspection	0	0
<b>FEES PAID</b>	<b>\$0</b>	<b>\$0</b>

**ZONING CODES**

PERMITS	Number Issued		Number Denied		Fees Paid	
	Month	YTD	Month	YTD	Month	YTD
RESIDENTIAL						
COMMERCIAL						
MANUFACTURING						
SIGN						
OCCUPANCY						
OTHER						
TOTAL						
Sign Permits Total:						

**ZONING APPEALS**

Name	Hearing Date	Address	Type	Fees Paid
Year-to-Date				\$0.00

**PARKING**

**Tickets by Status (Last 30 Days)**

Issued	46
Paid	21
Dismissed	13
Abandoned	6
Warning	13

**Tickets by Violation (Last 30 Days)**

3 Hour Limit	<b>84</b>
Expired Meter	3
Parking Outside of Lines	2
Permit Required	2
Non-Space	2

**Tickets by Street Location (Last 30 Days)**

Main Street	35
Bridge Street	27
Park Street	8
Court Street	8
Towanda	3
State Street	
Washington Street	
Pine Street	10
State Street	
Parking Garage	
John B. Merrill Pkwy	

**BOROUGH MANAGER'S REPORT:**

Manager Lane stated that he and Mr. Sluyter inspected the Tennis Court that is funded/maintained by Towanda Borough and Towanda Area School District, and found that it needs to be repaired and full color system applied to it. The TASD Business Manager and Superintendent inspected it also and both agreed. A proposal was done by CoStars authorized vendor Miller Construction from West Chester, PA in the amount \$29,520.00.

Manager Lane asked for Council's approval to move forward with this shared cost project. Mr. Klinger made the motion to accept the proposal of Miller Sports Construction and Mr. Kovalcin seconded that motion. Motion passed.

1. **PennDOT Turnback SR 3020 –**

A public bid opening was held on February 12th here in the council room for the SR 3020 reconstruction project. The apparent **low bidder was Sikora Brothers Paving** with a base bid of \$1,270,862.93. alternate #1 - \$176,608.40, alternate #2 - \$21,071.50 and alternate #3 - \$13,390.08. For a total combined bid of \$1,481,932.91  
The full bid tabulations were sent to Council.

**Manager Lane recommended that council accept the apparent low bidder and alternates 1, 2 and 3.**

**Mr. Kovalcin made the motion to accept the proposal of Sikora Brothers Paving and Mr. Klinger seconded that motion. Motion passed unanimously.**

2. **Flooding August 2018 –**

Manager Lane stated we are still waiting on FEMA. The TMA project has been obligated, and we are just waiting for the Borough project to be obligated as well.

He will continue to work with FEMA regarding Cash Creek. Stiffler/McGraw provided a report to satisfy FEMA. The status of the project is sitting at FEMA's "Consolidated Resource Center" to verify costs.

3. **Municipal Building Parking Lot –**

During the last council meeting it was recommended to Manager Lane to address the garage door to the mechanic garage before we proceed with the paving. He concurred, and he is waiting for estimate from a contractor to see what kind of cost(s) we are looking at. We should have something by April's meeting date.

4. **Ladder Truck – Fire Department –**

The new Truck is scheduled to be delivered to the Fire Department on March 14th; at which time we will write the check for the down payment. The first annual payment will be April of 2021.

5. **2020 COPS grant -**

Manager Lane began work on a "COPS" grant for 2021, and sent it on for review by Lauren Egleston, Economic Development Program Manager at Northern Tier Regional Planning & Development Commission. The grant, if awarded would pay for 75% of a new officer's salary and fringed benefits for three years. The Towanda Police Department has been successful in the past with this program, as Manager Lane believes Chief Epler was hired under this program as well.

Also, Manager Lane presented the following resolution concerning the police department:

**RESOLUTION 2020-4**

To Authorize Patrolman Bryan Bellows Electronic Access Agreement for PA Crash Information Tool Entered into with the Commonwealth of Pennsylvania, Dept of Transportation.

Motion was made by Mr. Klinger and seconded by Mr. Kovalcin

The roll was called and recorded as follows:

AYE/YES: President Christini, Mr. Eberlin, Mr. Klinger, Mr. Kovalcin, Mr. Lacek and Vice-President Mr. Long

NAY/NO:

ABSTAIN:

ABSENT: Mrs. Lacek, Mr. Roof & Mr. Sweitzer

**Resolution 2020-4 Carried unanimously.**

6. **Flood Insurance Rate Map Update –**

Manager Lane has been bringing this subject up for the past year and half and it seems it is finally coming to fruition. The new FIRM maps are tentatively scheduled to go into effect in August of 2020. He is working with Leslie Rhodes from the PA Municipal League regarding the status of our floodplain ordinance, and he does not anticipate changes, if any at all to our current ordinance, as we just updated it in 2014.

7. **Route 6 Alliance Façade Program-**

Manager Lane is sure you are all aware, the Route 6 Alliance was successful in securing a State Façade Grant for Bradford County. They held a meeting at the Keystone Theatre on Feb 4th to provide information to property owners. He attended the meeting which was overall very well attended. He is looking forward to see the improvements happen downtown.

8. **Redevelopment Authority-**

Manager Lane is still working behind the scenes with CBPA to get the Redevelopment Authority active again. He is looking to visit an already established Authority to gain some intel on the reality of funding and what hurdles there are to jump.

9. **Trail Project/Tommy Fairchild Riverfront Park -**

Manager Lane has met with representatives from PennDOT regarding moving forward with the Trail system along their ROW on the 220 by-pass. The representatives laid out some general options to consider regarding a plan of implementation, and what to expect if we decide to move forward. Also, this will probably be a phased project due to the nature of its size.

**BOROUGH SOLICITOR'S REPORT:**

After public notice on February 23, 2020 in the Daily Review newspaper, Solicitor Smith presented **Ordinance #2020-1** to Council:

This Ordinance amends Chapter 325, Article XI, Section 325-81 of Borough Code to delete the definition of "Family" and replace with a new definition of "Family". The definition of FAMILY shall be deleted and replaced with: FAMILY – An individual or two or more persons related by blood or marriage or a group of not more than three persons who are not relate by blood or marriage, living together as a single housekeeping unit in a dwelling unit.

**ORDINANCE #2020-1**

Motion was made by Mr. Long and seconded by Mr. Lacek

The roll was called and recorded as follows:

AYE/YES: President Christini, Mr. Eberlin, Mr. Klinger, Mr. Kovalcin, Mr. Lacek and Vice-President Mr. Long

NAY/NO:

ABSTAIN:

ABSENT: Mrs. Lacek, Mr. Roof & Mr. Sweitzer

**Ordinance #2020-1 carried unanimously.**

It will now be reviewed by Bradford County Planning Commission.

**NOTE MADE BY PRESIDENT CHRISTINI:** President Christini explained the reasoning behind this change. He stated that one of the things that as a councilman he thinks about are ways that we can promote families, whether they be traditional, families, blended families or foster families. He believes that we want to encourage a much more stable and less transient population in the borough. One of the problems President Christini has faced over the years is people in the R1 Districts would come to him and say there was a bunch of unrelated people living next door to them and that it's detrimentally affecting their property values. One way to stop this from happening is to enforce our existing zones R1 & R2, and in cases where there is more people,

they can live in "Multifamily", so he believes this preserves and promotes the kind of lifestyle and quality of life that we want to have in Towanda Borough. He feels that if someone looks at this 10 years from now and wants to know why we did it, this is his summary of "why". Manager Lane added that he and Mr. Sluyter would have to be informed that someone may be violating this ordinance in order for it to make a difference.

**BOROUGH SECRETARY REPORT:**

Secretary Kulick found a note on Facebook about the mess under the bridge that a person took it upon himself to clean the mess up. He also, did not receive help in doing it. Council plans to honor him with a certificate from Mayor Miller thanking him.

**ADMINISTRATIVE REPORT:**

Manager Lane stated that the Chair of the Riverfest Committee ask him if they would allow up to 5 wine vendors at Riverfest this year. It would not be to drink wine at the festival, but to hand out approximately 1/2 ounce sample of wine, beer or hard cider, and sell their bottled product as a take home. The customer would get a ticket for what they purchased and pick up the bottle from the vendor before they go home.

Each vendor would carry their own liability insurance coverage certificate with the borough as an additional insured added to their policy. It would not cost the borough anything. He stated that this is a way the Riverfest Committee could get some new vendors and freshen up the event. They currently, do not have vendors lined up for this, only one that might be interested. President Christini stated that if there is a motion to allow this it should be to try it for 1 year and decide at the end of the year if we want to allow this again or not. After discussion, it looked favorable with the idea of doing this for 1 year to see how things go.

A motion was made by Mr. Kovalcin and seconded by Mr. Klinger to allow up to 5 vendors for a 1-year trial period. Motion passed unanimously.

**UNION SUB-COMMITTEE REPORT:**

The Police union contract discussion will start this summer as their contract will be ending on December 31, 2020.

**FINANCIAL REPORT:**

Motion to pay the bills was made by Mr. Klinger and seconded by Mr. Lacek. Motion passed.

**PLANNING COMMISSION REPORT:**

The Planning Commission did not have a meeting in February and there is no meeting scheduled for March 2020.

**RECREATION REPORT:**

Mr. Kovalcin stated they did not meet, but have 3 bands scheduled so far for "Summer Concerts in the Park". Plus, Nick Hurley of Hurley's Fresh Mart said he will sponsor 1 band.

**TMA/WMA/CBPA REPORTS:**

Included in packet.

**ADJOURNMENT:**

Motion to adjourn was made by Mr. Klinger and seconded by Mr. Lacek. Meeting adjourned at 8:14 PM.



Diane M. Kulick  
Towanda Borough Secretary