

## **WYALUSING BOROUGH COUNCIL MEETING JANUARY 3, 2013**

Wyalusing Borough Council held their regular monthly meeting on January 3, 2013 at the Wyalusing Borough Hall at 7:00 p.m. Those in attendance were George Anderson, Kelly Bradley, John Smalser, David LaFrance, Scott Snyder, Jean Reinhart, Acting Chief Scott Perry, Jonathan Foster, Herb Gery, Lou Zecca, Dave Keeler, Harold Smith, Dave Keeney, Mike Kilmer, Gary Rouse, Wayne Felter and Tom Miller. Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Anderson acknowledged the use of a tape recorder.

### **MAYORS REPORT**

Mayor Reinhart had nothing to report.

### **POLICE REPORT**

Perry stated he'd had some problems with the cruiser getting around in the snow and had purchased chains. Patrolman Chamberlain had been on patrol with the State Police as part of a training session on the process of issuing citations for truck violations, adding when the training was complete the three month services agreement would begin. Perry stated after the tragic school shooting in Connecticut he had been communicating with the local banks and, even though the schools are not in the Borough, he stated he would like to get in touch with the superintendent concerning security issues that may arise. Perry left at 7:10 p.m.

Anderson called for an executive session for Personnel reasons. The executive session began at 7:10 p.m.

The executive session ended at 7:35 p.m. No official action was taken.

### **CITIZENS COMMENTS AND CONCERNS**

#### **WAYNE FELTER**

Felter requested the Borough spread salt in front of the fire hall after a snow storm to help prevent ice from building up.

#### **WYALUSING MEADOWS**

Gery, engineer for the Wyalusing Meadows project, stated the housing plans now include a separate access on Homet Heights Road. There will be access from Third Street, however it would not be the main road to the homes. Gery and Zecca were asking for a letter from Council to Bradford County Planning Commission stating the plans for Wyalusing Meadows were an allowed use under the Borough Zoning Ordinance. After discussion, Snyder made the motion to appoint Foster to send a letter to Gery stating the project meets the zoning regulations. LaFrance second. Bradley and Anderson voted no. Smalser abstained due to a conflict of interest. Snyder and LaFrance voted yes. Mayor Reinhart was called upon to break the tie vote. The Mayor voted yes, approving Foster to send a letter to Gery. Kilmer stated he felt this would be one of the worst things to happen in the Borough in a long time.

### **APPROVAL OF MINUTES**

#### **DECEMBER 3, 2012**

LaFrance made the motion to approve the minutes for the December 3, 2012 meeting. Bradley second. All approve.

## **TREASURERS REPORT**

### **APPROVAL TO PAY 23 BILLS**

LaFrance made the motion to approve to pay the bills as presented. Bradley second. All approve.

### **BOROUGH MAINTENANCE MANAGER/MUNICIPAL LIAISON**

Keeney stated he and Anderson had been plowing and removing snow. There was discussion of sidewalks that had not been cleared yet.

Snyder reported that Jay Butler, also employed at Laceyville Municipal Authority, would be installing meters for Wyalusing Municipal Authority. Mark Catalano, of Milnes Engineering, would be sending an application to DEP with the intention of changing the current grade of the sewer plant.

### **ORDINANCE ENFORCEMENT OFFICER**

No report was given.

### **FOSTER CORRESPONDENCE**

Foster's report was reviewed.

### **BOROUGH COUNCIL COMMENTS AND CONCERNS**

#### **TAX COLLECTOR COMMISSION**

Kala Swain submitted a request for an increase in tax collection commission from 4% to 5%. After discussion, Council asked for the amounts of collections and the amount of commission paid to Swain. This was tabled until the next meeting.

#### **CODE RED**

Bradford County Department of Public Safety will hold a meeting on January 9<sup>th</sup> to so they may share information about Code Red, a new safety system for county wide emergency alerts.

LaFrance made the motion to dismiss. Snyder second. All approve.

The meeting adjourned at 8:45 p.m.

## **WYALUSING BOROUGH COUNCIL MEETING FEBRUARY 4, 2013**

Wyalusing Borough Council held their regular monthly meeting at the Wyalusing Borough Hall on February 4, 2013 at 7:00 p.m. Those in attendance were George Anderson, Kelly Bradley, John Smalser, Scott Snyder, David LaFrance, Asst. Chief Scott Perry, Chris Welles, Larry Wentovich, Tom Miller and Dave Keeler. Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Anderson acknowledged the use of a tape recorder.

### **MAYORS REPORT**

Mayor Reinhart was absent, no report was given.

### **POLICE REPORT**

Perry stated he was stopping in the office more to check on complaints. Officer Matt Chamberlain has completed his DOT training and the 90 day agreement for the DOT regulations/requirements for truck traffic through the Borough became effective on January 18, 2013. Perry had been in contact with the owner of TranZ in the hopes for an agreement to use the scales for truck weight. Perry would know more by the next meeting. There was discussion of a vehicle parked near the traffic light on Church Street. Perry left at 7:05 p.m.

There was an executive meeting at 7:05 p.m. for Personnel reasons.  
The executive meeting ended at 7:45 p.m. No official action was taken.

### **CITIZEN COMMENTS AND CONCERNS**

No comments were made.

### **APPROVAL OF MINUTES**

#### **JANUARY 3, 2013**

LaFrance made the motion to approve the minutes for the January 3, 2013 meeting. Bradley second. All approve.

### **TREASURERS REPORT**

#### **TEMPORARY GRAVE OPENING INCREASE**

An invoice from Tracy Cobb for two recent grave openings included an additional \$50 per opening which was due to the level of frost in the ground it had taken additional time to dig the graves. After discussion, Bradley made the motion to approve to pay the invoice for the grave openings. LaFrance second. LaFrance, Snyder, Bradley and Anderson approve. Smalser voted no. Motion carried.

#### **APPROVAL TO PAY 24 BILLS**

Bradley made the motion to approve to pay the remaining 23 bills. Smalser second. All approve.

### **BOROUGH MAINTENANCE MANAGER/MUNICIPAL LIAISON**

Anderson stated that Keeney was absent due to illness, but that Keeney had replaced the cutting edge on the snow plow.

Smalser presented copies of letters from Wilmot and Wyalusing Townships to Mark Catalano of Milnes Engineering requesting to be a part of any feasibility study currently taking place with the Municipal Authority. Catalano is in the process of submitting applications to DEP to re-rate the sewer plant which would allow additional sewer connections. If these requests are approved the costs would be shared by all three entities. There had been discussion of renovations to the sewer plant and also the possibility of building a sewer plant in Sugar Run which would be overseen by Wyalusing Municipal Authority. Smalser stated the Municipal Authority would like permission from Council before they included Wyalusing and Wilmot Townships in the feasibility study. LaFrance pointed out that the letters were addressed to Mark Catalano not Council, adding he felt the request should come from the Municipal Authority. It was felt that approval of both Townships' inclusion in the study shouldn't be held up for another month. Smalser made the motion to give approval for Wyalusing and Wilmot Townships to be included in the Municipal Authority's feasibility study pending a letter of request for the inclusion. Snyder second. All approve.

## **NEW MUNICIPAL AUTHORITY BOARD MEMBER**

A request had been received from the Municipal Authority for Council to consider approving Jef LaFrance as a new member, taking the place of retiring Bill Zaner. Bradley made the motion to approve Jef LaFrance. Smalser second. Bradley, Smalser, Snyder and Anderson approve. David LaFrance abstained.

## **ORDINANCE ENFORCEMENT OFFICER**

Myhand's report was approved as submitted.

## **FOSTER CORRESPONDENCE**

There was discussion of the Harold Smith property clean up compliance deadline.

## **BOROUGH COUNCIL COMMENTS AND CONCERNS**

### **TAX COLLECTOR COMMISSION**

After discussion, Snyder made the motion to approve the change from the current 4% commission to 5% commission. Bradley second. All approve. The commission increase will take effect in 2014.

### **FIREMENS ANNUAL EASTER EGG HUNT**

A request had been received from WVFD Vice President Janet Otis for permission to use the Borough Park for the annual Easter Egg Hunt on March 30<sup>th</sup>. Bradley made the motion to approve the request. Smalser second. All approve.

### **VACATE WALNUT STREET**

Bradley made the motion to adopt Ordinance # 54, Vacate Unopened Walnut Street. LaFrance second. All approve.

### **BID LIMIT INCREASE**

Notice had been received that as of January 1, 2013, bid limits have changed from \$18,500 to \$18,900 and telephone quotes have changed from \$10,000 to \$10,200.

### **PERMITTED USES FOR ACT 13 IMPACT FEE FUNDS**

A list of permitted uses for the Act 13 Impact Fee Funds was provided for review.

### **SPRING CLEAN UP**

Hart stated all weekends in April and May were available for spring clean up day, adding the rates had not changed. After discussion, Smalser made the motion to set May 18<sup>th</sup> for spring clean up day. Bradley second. All approve.

### **LIQUID FUELS AUDIT REPORT**

The state fund records for 2011 had been audited in October 2012 by state auditor John Mazur. The findings show that due to a missing crack seal quote, it is recommended to reimburse \$4,196 to the State Fund from the General Fund. Hart stated this has already been completed.

Anderson stated that at the January meeting Attorney Foster suggested the Borough should retain a zoning officer who could provide professional zoning recommendations. Suggestion was made to contact Amanda Cooley of Code Inspections, Inc.

Anderson stated he had contacted Bradco Supply concerning road salt deliveries, and had learned there were no charges for them to deliver salt.

There was discussion of a letter received from multiple residents on Taylor Avenue.

There was an executive session at 8:38 p.m. for Personnel reasons.

The executive meeting ended at 8:45 p.m.

Bradley made the motion to adjourn. Snyder second. All approve.

The meeting dismissed at 8:45 p.m.

## **WYALUSING BOROUGH COUNCIL MEETING MARCH 4, 2013**

Wyalusing Borough Council held their regular monthly meeting at the Wyalusing Borough Hall on March 4, 2013 at 7:00 p.m. Those in attendance were George Anderson, Kelly Bradley, John Smalser, Scott Snyder, David LaFrance, Stacy Hart, Rhonda McCarty, Asst. Chief Scott Perry, Dave Keeney, Wayne Felter, Don McNeal, Dave Keeler, and Tim Zyla. Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Anderson acknowledged the use of a tape recorder.

### **NEW SECRETARY**

Bradley made a motion to hire Rhonda McCarty as the new borough secretary to replace Stacy Hart. LaFrance second. Bradley, LaFrance, Snyder, and Smalser approve. George Anderson abstained.

### **MAYORS REPORT**

Mayor Reinhart was absent, no report was given.

### **POLICE REPORT**

Perry brought it to council's attention that a sign needs to be replaced on route 6. Dave LaFrance inquired about possible police coverage on Saturdays. Perry replied that he is currently working on this. Perry reported that he spoke to the owner of the truck that has been abandoned in the borough parking lot. The truck has been removed by the owner. Perry left at 7:23 p.m.

### **CITIZEN COMMENTS AND CONCERNS**

#### **DON MCNEAL**

McNeal is requesting council consider a by-pass for Taylor Avenue. LaFrance suggested council request a current traffic study from Penn-Dot. There is a 2006 survey on file.

#### **DAVE KEELER**

In reference to Spring Clean-Up Day, Keeler inquired if electronics (computers, etc.) will be included in items being picked-up. Also, Keeler inquired if the lumber in the pipeline right-of-way on the borough property in Brewer Hollow is available to be used by the public.

#### **WAYNE FELTER**

Felter asked that borough have the portable toilets cleaned every day during the Wyalusing Firemen's Carnival.

### **APPROVAL OF MINUTES**

#### **FEBRUARY 4, 2013**

Smalser made the motion to approve the minutes for the February 4, 2013 meeting. Bradley second. All approve.

### **TREASURERS REPORT**

#### **APPROVAL TO PAY 26 BILLS**

LaFrance made the motion to approve to pay the bills as presented. Bradley second. All approve.

### **BOROUGH MAINTENANCE MANAGER/MUNICIPAL LIAISON**

Keeney reported that he is busy with snow, as it has snowed frequently this winter season. Also, he has cleaned up brush in the borough.

Smalser presented a letter received from the Wyalusing Municipal Authority stating that all costs incurred from rerating or new construction of the sewer plant that will benefit either Wyalusing Township, Wilmot Township, or both will be cost shared by those entities. The costs will not affect the property owners of the borough. LaFrance made a motion to accept this letter as received. Smalser second. All approve.

Council president brought it to the attention of council that Ordinance 16 states that the terms of existence of said Wyalusing Municipal Authority shall be for a period ending December 31, 2033. He

felt problems may arise obtaining a loan where the terms would extend past 2033. Council may want to look into amending this ordinance. Council members wanted to review the ordinance before taking action.

#### **ORDINANCE ENFORCEMENT OFFICER**

No report was submitted. There was a question as to why no monthly report was submitted.

#### **FOSTER CORRESPONDENCE**

Foster's report was reviewed.

#### **BOROUGH COUNCIL COMMENTS AND CONCERNS**

##### **OPEN RECORDS RESOLUTION**

Bradley made a motion to approve the Open Records Resolution naming secretary Rhonda McCarty as the Open Records Officer. LaFrance second. All approve.

##### **BRADFORD COUNTY BOROUGH ASSOCIATION MEETING**

March 26, 2013 at 6:30 p.m. at the Villa Sena in Towanda.

##### **MUNICIPAL RETIREMENT TRUST ADMINISTRATIVE OFFICER RESOLUTION**

Council President was appointed as Chief Administrative Officer of its Non-Uniform Pension Plan.

##### **HART VACATION APRIL 2 TO 15, 2013**

Bradley made a motion to approve Stacy Hart's vacation. Smalser second. All approve.

##### **SECRETARY RESIGNATION**

Bradley made a motion to regretfully accept Stacy Hart's resignation as secretary. LaFrance second. All approve.

##### **PURCHASE OF NEW MOTORIZED CART FOR CEMETERY**

Smalser made a motion to purchase a motorized cart to be used at the cemetery. Bradley second. All approve.

##### **CEMETERY CD RENEWAL**

\$50,000 CD renewed at 1.30% for 60 months.

##### **SPRING CLEAN-UP DAY**

Scheduled for May 18, 2013

##### **LEATHERSTOCKING GAS COMPANY**

This company is asking to schedule a meeting with council to discuss bringing natural gas to the borough.

Anderson stated that the security camera at Route 6 is not working properly. He suggested contacting Teledair to obtain prices for a new camera.

There was an executive session at 8:06 p.m. for Personnel reasons.

The executive meeting ended at 8:25 p.m. No official action was taken.

Smalser made the motion to adjourn. LaFrance second. All approve.

The meeting dismissed at 8:25 p.m.

## **WYALUSING BOROUGH COUNCIL MEETING APRIL 1, 2013**

Wyalusing Borough Council held their regular monthly meeting at the Wyalusing Borough Hall on April 1, 2013 at 7:00 p.m. Those in attendance were Jean Reinhart, George Anderson, Kelly Bradley, John Smalser, Scott Snyder, David LaFrance, Rhonda McCarty, Sandy Myhand, Chief Scott Perry, Dave Keeler, Fred Reinhart, and Tim Zyla. Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Anderson acknowledged the use of a tape recorder.

### **MAYORS REPORT**

#### **ARBOR DAY DECLARATION/EARTH DAY 2013**

Mayor Reinhart proclaimed April 20, 2013 as Arbor Day. This will be the same date as the Earth Day celebration being held at Grovedale Winery. Mayor Reinhart and David LaFrance will attend this function promoting Tree City USA.

#### **POLICE REPORT**

Mayor Reinhart reported that the DOT agreement with the Laceyville Police Department will expire April 18, 2013. The 2010 original Laceyville Police Services Agreement with the borough will expire May 7, 2013. These agreements will be discussed at the April 15 workshop and then be presented at the May 6, 2013 council meeting.

Perry reported that there have been problems with the scales for the DOT enforcement. He is in the process of acquiring certification for them. Also, Perry informed that all calls need to be filtered through the Communications Center. This will log a formal record of the call.

### **CITIZEN COMMENTS AND CONCERNS**

#### **FRED REINHART**

Reinhart reported to Council that his water meter is leaking at 64 First Street. Council will relay this problem to the Wyalusing Municipal Authority.

### **APPROVAL OF MINUTES**

#### **March 4, 2013**

Smalser made the motion to approve the minutes for the March 4, 2013 meeting. Bradley second. All approve.

### **TREASURERS REPORT**

#### **APPROVAL TO PAY 25 BILLS**

LaFrance made the motion to approve to pay the bills as presented. Snyder second. All approve.

### **BOROUGH MAINTENANCE MANAGER/MUNICIPAL LIAISON**

Borough Manager, Dave Keeney was absent due to knee surgery, no report was submitted.

#### **APPROVAL FOR TEMPORARY HELP**

Council will utilize Bruce Ashley and Mike Davis as temporary help in the absence of Borough Manager, Dave Keeney.

#### **MUNICIPAL LIAISON**

Smalser reported that the Wyalusing Municipal Authority has obtained a permit for the Welles Mills Water Works upgrade. This permit will allow the Municipal Authority to burrow underneath the Wyalusing Creek and connect to the Welles Mills Water Works.

### **ORDINANCE ENFORCEMENT OFFICER**

The report was accepted as submitted.

#### **RESIGNATION**

Myhand submitted a letter resigning from her position as Ordinance Enforcement Officer.

### **FOSTER CORRESPONDENCE**

Foster's report was reviewed.

**BOROUGH COUNCIL COMMENTS AND CONCERNS**  
**LIQUID FUELS ALLOCATION**

Bradley reported that the county will not be sharing Act 13 funds with the borough.

**TELEDAIR CAMERA ESTIMATE**

Estimate is for four cameras to be installed at the Route 6 and Second Street intersection. Also, it was suggested that a camera be purchased for Keeler Newspapers for allowing the borough to house the camera monitor at their business. Smalser made the motion to purchase five new security cameras. Bradley second. All approve.

**MUNICIPAL SECRETARIES AND ADMINISTRATORS CLASS**

McCarty will be attending a Municipal Secretaries And Administrators Class held by the PSATS.

**MICRO-SURFACING ESTIMATE SHEET**

Greg Dibble will be contacted for a micro-surfacing estimate. Bradley made the motion to put the micro-surfacing estimate out for bids. Smalser second. All approve.

**ZONING ENFORCEMENT OFFICER**

Anderson contacted Amanda Cooley in reference to acting as the borough Zoning Enforcement Officer on an as needed basis.

**QUICKBOOKS 2013 UPDATE**

LaFrance made the motion to purchase a new program update to Quickbooks 2013. Bradley second. All approve.

**B/S/S/T AREA AGENCY ON AGING**

Discussion was tabled until the next meeting.

**CLEANER & GREENER**

Council agreed to donate same amount as previous year. McCarty will check on the amount.

**RG BROWN NEW SPRING CLEANUP RATES**

**TEWKSBURY CONTRACTING ESTIMATE**

Discussion was tabled until the next meeting.

**LEATHERSTOCKING GAS COMPANY**

The letter of intent addressed to the commissioner was approved and sent to Russell Miller.

**BERKHEIMER RESOLUTION**

**TRAFFIC STUDY RESPONSE**

Anderson received a letter from DOT denying council's request for a traffic study.

There was an executive session at 8:25 p.m. for Personnel and legal issues.

The executive meeting ended at 8:35 p.m. No official action was taken.

LaFrance made the motion to adjourn. Smalser second. All approve.

The meeting dismissed at 8:35 p.m.

## **WYALUSING BOROUGH COUNCIL MEETING MAY 6, 2013**

Wyalusing Borough Council held their regular monthly meeting at the Wyalusing Borough Hall on May 6, 2013 at 7:00 p.m. Those in attendance were Jean Reinhart, George Anderson, Kelly Bradley, Scott Snyder, Dave LaFrance, John Smalser, Rhonda McCarty, Dale Grover, Chief of Police Scott Perry, Dave Keeler, Gary Rouse, and Tim Zyla. Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Anderson acknowledged the use of a digital voice recorder.

### **MAYORS REPORT**

#### **ARBOR DAY DECLARATION/EARTH DAY 2013**

Mayor Reinhart & Dave LaFrance attended this function representing the Borough and Tree City USA.

Mayor Reinhart has performed a swearing in ceremony for the Firemen and issued a Music Week Proclamation.

#### **2013 CONFERENCE OF THE PENNSYLVANIA STATE MAYOR'S ASSOCIATION**

Mayor Reinhart submitted a letter of request that Council pay the registration fee of \$225. The Mayor will be attending this conference in July. Smalser made the motion to approve payment of the conference registration fee of \$225. LaFrance second. All approve.

#### **POLICE REPORT**

Mayor Reinhart presented the Laceyville Police Department Services Extension Agreement to Council for approval. The agreement will be effective May 7, 2013 to May 7, 2014. Bradley made the motion to approve the police extension agreement. Snyder second. All approve.

Mayor Reinhart presented the DOT agreement with the Laceyville Police Department to Council for approval. The agreement will be effective May 22 for a term of 90 days. LaFrance made the motion to approve the DOT agreement with the Laceyville Police Department. Snyder second. All approve. Chief Perry reported that he is still waiting on scales to be certified. There was discussion on the lengthy response time of the State Police for an incident in the Borough. Police presence in the Borough may deter bad behavior. State Police cannot enforce Borough Ordinances.

### **CITIZEN COMMENTS AND CONCERNS**

Citizen Gary Rouse expressed concerns about Police Department and what funding supports this service. Anderson replied that the "Right to Work" \$52.00 per year fee is collected for these types of services.

### **APPROVAL OF MINUTES**

#### **April 1, 2013**

Bradley made the motion to approve the minutes for the April 1, 2013 meeting. LaFrance second. All approve.

### **TREASURERS REPORT**

#### **APPROVAL TO PAY 31 BILLS**

LaFrance made the motion to approve to pay the bills as presented. Snyder second. All approve.

### **BOROUGH MAINTENANCE MANAGER/MUNICIPAL LIAISON**

Borough Manager, Dave Keeney was absent due to knee surgery, no report was submitted.

#### **MUNICIPAL LIAISON**

Smalser reported the Welles Water Works has a leak and they are having difficulty locating it. Municipal Authority is investigating selling water from well number 2 to gas well frackers. Some meters have been repaired.

## **ORDINANCE ENFORCEMENT OFFICER**

LaFrance made the motion to hire Dale Grover as the new Ordinance Officer retroactive to April 15, 2013. Snyder second. All approve. The Ordinance Enforcement Officer report was accepted as submitted.

## **RESIGNATION**

Myhand submitted a letter resigning from her position as Ordinance Enforcement Officer at the April meeting. Snyder made the motion to accept the Myhand letter of resignation. LaFrance second. All approve.

## **FOSTER CORRESPONDENCE**

Foster's report was reviewed.

## **BOROUGH COUNCIL COMMENTS AND CONCERNS**

### **B/S/S/T AREA AGENCY ON AGING**

Council decided not to donate to this agency.

### **CLEANER & GREENER**

Council decided not to donate to this agency.

### **BRIDGE STREET "OLD" POLE LIGHTS**

Council is deciding where to relocate these & then Penelec will be contacted.

## **ORDINANCE 16 WYALUSING MUNICIPAL AUTH TERMS OF EXISTENCE**

Tabled until June meeting.

### **DOWNTOWN SIDEWALK PROJECT**

Bradley has not heard from Gery Engineering.

### **COMMUNITY SERVICE WORKERS (JAIL)**

Application was submitted and it will be reviewed at the May 9 Commissioners' meeting.

### **MUNICIPAL PARKING LOT (SIGNS & PAVING)**

Secretary will get estimates for paving.

### **STREET PAVING**

Council discussed new process called Nova Chip.

### **GWCC ANNUAL MEMBERSHIP**

Council agreed to renew membership.

### **BASEMENT WALL & SHELVING**

Discussed foam spray insulation.

### **AMANDA (ZONING ENFORCEMENT)**

LaFrance made the motion to hire Amanda Cooley as Borough Zoning Enforcement. Bradley second. LaFrance, Bradley, Snyder, Anderson voted yes. Smalser voted no.

### **WYALUSING MEADOWS**

LaFrance stressed the importance of creating an agreement with this development in reference to maintenance costs. Borough Solicitor will be contacted to create an agreement.

There was an executive session at 7:40 p.m. for legal issues. Solicitor Jonathan Foster recommended that the Borough amend the Act 13 Ordinance. Smalser made the motion to authorize the Borough solicitor to advertise the amendment to the Zoning Ordinance to comply with Act 13. Snyder second. All approve. The executive meeting ended at 8:00 p.m.

LaFrance made the motion to adjourn. Smalser second. All approve.

The meeting dismissed at 9:10 p.m.

## **WYALUSING BOROUGH COUNCIL MEETING JUNE 3, 2013**

Wyalusing Borough Council held their regular monthly meeting at the Wyalusing Borough Hall on June 3, 2013 at 7:00 p.m. Those in attendance were Jean Reinhart, George Anderson, Kelly Bradley, Dave LaFrance, John Smalser, Scott Snyder, Rhonda McCarty, Chief of Police Scott Perry, Dave Keeler, Dale Grover, Tim Zyla, Gary Benjamin, Joanne Watts, Paula Hartman, and William Snyder. Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Anderson acknowledged the use of a digital voice recorder.

### **MAYORS REPORT**

#### **CIVIL WAR RE-ENACTORS/FIREMEN'S PARADE**

The 141<sup>st</sup> Pennsylvania Volunteer Infantry (Civil War re-enactors) requested permission to fire their weapons in the Firemen's Parade. As this is the 150<sup>th</sup> year anniversary of the Civil War, they would like to honor individuals who served in that war. Ordinance 9 prohibits the discharge of firearms within the Borough. Smalser made the motion to allow this organization to participate in the parade but prohibit firing of any firearms. LaFrance second. All approve.

Smalser will contact the American Legion to inquire if they would include in their parade services honoring Civil War veterans.

#### **POLICE REPORT**

Chief Perry commented that residents need to include their parking ticket number on payments. Mayor Reinhart reported on the DOT fines income. There have been fireworks being set off in the Borough. This is prohibited. Chief Perry, once again, stressed the importance of all calls being filtered through the Communications Center. Carnival time is soon approaching, Chief Perry is optimistic communication will be better this year. Chief Perry reported that the Plaza is very busy and stressed that everyone needs to be extra alert in that area of the Borough. Perry left at 7:25 p.m.

### **CITIZEN COMMENTS AND CONCERNS**

Joanne Watts, Paula Hartman, and Gary Benjamin requested that a marble bench be reattached to a headstone on Charles Benjamin's grave. The bench was removed in March 2009 when Council adopted formal rules and regulations for the Wyalusing Cemetery. Council agreed the bench should have been "grandfathered" and stayed intact. The Cemetery Caretaker will be contacted and instructed to return the bench to the grave lot.

William Snyder, Zoning Board representative, attended to confirm that Council was aware of and encourage them to accept the ordinance amendment referencing Act 13 dealing with the regulation of Oil and Gas Operations.

### **APPROVAL OF MINUTES**

#### **May 6, 2013**

Mayor Reinhart pointed out that the effective date for the DOT agreement with the Laceyville Police Department needs to be changed to May 22. Bradley made the motion to approve the minutes for the May 6, 2013 meeting. LaFrance second. All approve.

### **TREASURERS REPORT**

#### **APPROVAL TO PAY 22 BILLS**

Smalser made the motion to approve to pay the bills as presented. Snyder second. All approve. Wyalusing Cemetery received a donation of \$12,785.44 from the estate of Theresa Huffman.

### **BOROUGH MAINTENANCE MANAGER/MUNICIPAL LIAISON**

Borough Manager, Dave Keeney was absent due to knee surgery, no report was submitted.

## **MUNICIPAL LIAISON**

Authority is continuing to work on water leaks. They received bids for the interconnection at the Wells Water Works. The Authority is contemplating raising water and sewer rates to support the upgrade of the sewer plant. There was much discussion, by council, in reference to the sewer plant expanding service to surrounding townships.

## **ORDINANCE ENFORCEMENT OFFICER**

The Ordinance Enforcement Officer report was accepted as submitted.

## **FOSTER CORRESPONDENCE**

Foster's report was reviewed. The Act 13 Zoning Amendment was voted on. LaFrance made the motion to accept the Act 13 Zoning Amendment. Snyder second. All approve.

## **BOROUGH COUNCIL COMMENTS AND CONCERNS**

### **MICRO SURFACING BID OPENING**

Bids were opened. Vestal Asphalt was the only bidder. There are only a few remaining companies that still do this process. Smalser made a motion to accept the Vestal Asphalt bid and award the job to this company. Snyder second. All approve.

### **LINES BY LOU ESTIMATE**

Council received an estimate from Lines By Lou to paint lines on the streets. Bradley made the motion to accept the estimate. Snyder second. All approve.

### **BRIDGE STREET "OLD" POLE LIGHTS**

Bradley scouted the Borough and found homes for 4 of the pole lights. Penelec will be contacted.

### **BRIDGE STREET FENCE ESTIMATES**

Council reviewed fence estimates that were received. They agreed on Bestway Fence company. Smalser made the motion to hire Bestway Fence company. Bradley second. All approve.

### **ORDINANCE 16 WYALUSING MUNICIPAL AUTH TERMS OF EXISTENCE**

#### **DOWNTOWN SIDEWALK PROJECT**

Bradley had nothing to report.

#### **BASEMENT WALL & SHELVING**

Council discussed foam insulation. Snyder will get estimates.

#### **OFFICE SPACE IN BASEMENT**

Ordinance Enforcement Officer Grover asked for permission to have an office in the basement.

Permission was granted by Council.

Bradley revisited purchasing a street sweeper. This has been discussed in the past. Snyder will obtain estimates for the next meeting.

#### **AUTHORIZE SIGNATURE FOR CHESAPEAKE**

A new motion is needed to amend a previous motion from the April 5, 2010 meeting. At that meeting Council appointed Anderson and Hart to sign Chesapeake documents. These need to be generic titles. Bradley made the motion to designate the chief executive officer and the chief financial officer for future documents that require signatures. Smalser second. All approve.

Bradley asked for input on jobs that need to be done when the prison workers are here. Street sweeping, mulching, and cleaning storm drains were suggested.

Bradley commended Anderson on the great job he does for the Borough. He has "picked-up the slack" as a result of the Borough Manager being off for knee surgery.

There was an executive session at 8:50 p.m. for personnel issues. The executive session ended at 9:15 p.m.

LaFrance made the motion to adjourn. Smalser second. All approve. The meeting dismissed at 9:15 p.m.

## **WYALUSING BOROUGH COUNCIL MEETING JULY 1, 2013**

Wyalusing Borough Council held their regular monthly meeting at the Wyalusing Borough Hall on July 1, 2013 at 7:00 p.m. Those in attendance were Jean Reinhart, George Anderson, Kelly Bradley, Dave LaFrance, John Smalser, Scott Snyder, Rhonda McCarty, Chief of Police Scott Perry, Dave Keeler, Dale Grover, Herb Gery, Jason Nowland, Chris Reid, Amanda Cooley. Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Anderson acknowledged the use of a digital voice recorder.

### **MAYORS REPORT**

Jason Nowland, representing the American Legion, requested that no one goes before our Nation's Colors in the Firemen's Parade. Mayor Reinhart made it clear that the local police will not be leading the parade. The American Legion veterans will lead the parade.

### **POLICE REPORT**

Perry stated there was a miscommunication in regard to the Firemen's Parade last year. He will respect the American Legion leading the parade this year.

Perry attended the hearing for the Wyalusing Borough Park , May 17, 2013 incident involving Father Daniel Doherty & Joanne Mirabelli. He was dissatisfied with the single charge of violating the Borough Ordinance of being in the park after dark that Assistant District Attorney Francis Rineer charged the pair with. Perry disputed the ruling with the ADA and wants Council aware that he attempted to enforce the law but was overruled.

LaFrance reported to Perry and Ordinance Enforcement Officer Dale Grover that there is a car parked along Marsh Street by Downtown Auto that has a flat tire and no inspection/plates. Also, there is a large pile of tires at Downtown Auto that needs to be removed. Perry questioned if there is a Borough Ordinance in reference to this. Bradley stated that this is a health issue if nothing else. Perry and Grover will investigate.

Micro-surfacing of the Borough streets will take place July 15, 2013. Anderson asked for Perry's assistance in keeping vehicles from parking on Marsh Street on this day. Residents will be notified. Chris Reid expressed his displeasure to Perry in receiving a directional parking ticket. They left the meeting to further discuss the situation. Perry, Jason Nowland, and Chris Reid left at 7:15 p.m.

### **AMANDA COOLEY (ZONING ENFORCEMENT)**

Amanda further explained what her role as Zoning Enforcement will entail. Items such as: the junk car on Marsh street and the tires at Downtown Auto, making sure new buildings being constructed in the Borough are being built in the correct zone, etc. would be covered by her. There will be a permit fee and any permit disputes requiring a court appearance by her would be charged an hourly rate of \$40 per hour. Council questioned if the Borough Planning Commission is already responsible for handling these items. She would review the zoning regulations and prepare the permit that is submitted to the Planning Commission. Council will discuss and contact Amanda if her services are needed.

### **HERB GERY – WYALUSING MEADOWS**

Gery was present to discuss a letter that was received from the Bradford County Planning Commission in response to plans he submitted to them. Access roads will be from borough streets. Roads within the development will be maintained by the developer. Gery suggested a Developers Agreement be created between the Wyalusing Borough & the developer, Mission First. Gery needs a conditional preliminary plan approval from Council to obtain an Earth Disturbance permit from DEP and groundbreaking can begin. Gery also suggested that an escrow account be established. Mission First would deposit a set amount into the account and when certain points in construction are completed, funds would be released back to them. Council will consult with Borough solicitor in regard to the escrow fund. Streets in the development will be 24 feet wide. Each unit will have two parking spaces. There will be no parking on the streets. Access to the development from East Third

Street will be an emergency entrance only. The main entrance will be from Homet Heights Road. There will be security cameras monitored by the on-sight manager. Council member LaFrance wanted assurance that a developers agreement be created and signed between the Borough and Mission First before conditional preliminary plan approval is granted. A motion was made by Smalser granting conditional preliminary plan approval based on the Bradford County Planning Commission letter on the condition that the plans will be changed so there will be no parking on streets, additional parking will be provided, and that the developer will enter into a developers agreement with the Borough and to the satisfaction of the Borough. Snyder second. Anderson, Smalser, LaFrance, Snyder vote yes. Bradley vote no. Herb Gery left at 7:30 p.m.

## **APPROVAL OF MINUTES**

**June 3, 2013**

Bradley made the motion to approve the minutes for the June 3, 2013 meeting. Smalser second. All approve.

## **TREASURERS REPORT**

### **APPROVAL TO PAY 23 BILLS**

Bradley questioned why the Borough was charged for police attendance at the workshop meeting on June 17. Mayor Reinhart will discuss this with Perry and request more detail on the monthly police reports. LaFrance made a motion to pay the bills except for the police bill which we will hold in reserve until the Mayor inquires about it with Scott Perry. Bradley second. All approve.

Secretary McCarty brought to Councils attention the over budget revenue for grave openings on the cemetery budget vs. actual report. There has been a higher than normal number of burials so far this year.

## **BOROUGH MAINTENANCE MANAGER**

Keeney is officially back to work, from his knee replacement surgery, effective today. He was granted an excused absence from tonight's meeting by Council President Anderson. No formal report was submitted.

## **MUNICIPAL AUTHORITY LIAISON**

Smalser reported that Tom Miller will be on vacation for two weeks. Wayne Felter will fill in while Miller is off. No action on interconnect project. They did receive their bid for it. Authority is still working on water leaks including the leak at the Welles property.

## **ORDINANCE ENFORCEMENT OFFICER**

Mayor Reinhart questioned Grover about the sink hole in the Melissa Keith's lawn at 112 East Street. Snyder commented that these are old abandoned sewer tile runs. Mayor Reinhart also questioned the dogs that were running loose in the Borough. Anderson reported that the Dog Catcher has captured them. LaFrance questioned what is being done about the Cotter building on Bridge Street and the pile of logs at the Carl Schnure home on Gaylord Street. Council discussed that an ordinance needs to be created that unprocessed wood, in log form, cannot set for longer than three months and then needs to be processed and properly stacked. LaFrance noted that Downtown Auto has an abandoned vehicle parked on Marsh Street that needs to be moved. This is an ongoing problem. The Ordinance Enforcement Officer report was accepted as submitted.

## **FOSTER CORRESPONDENCE**

Foster's report was reviewed. The Ordinance to Vacate an Unopened Walnut Street, Sixth Street and Chestnut Street was voted on. Bradley made the motion to accept the Ordinance to Vacate Walnut, Sixth, and Chestnut Streets as advertised. Snyder second. All approve.

## **BOROUGH COUNCIL COMMENTS AND CONCERNS**

### **CENTRAL BRADFORD COUNTY CHAMBER OF COMMERCE LETTER**

Council received an email that there is a potential donation for a project in the southeastern part of Bradford County. Criteria for the project are: 1) Located in the southeastern part of Bradford County in the Route 6 area. 2) Benefit the community and have a long-lasting impression. Ideas that were discussed for submission included re-doing the tennis courts, building a basketball court, or the main street project. Smalser will contact Susan Portnoff at the Bradford County Chamber for more details.

### **BRIDGE STREET "OLD" POLE LIGHTS**

Secretary McCarty reported that Penelec was contacted.

### **ORDINANCE 16 WYALUSING MUNICIPAL AUTH TERMS OF EXISTENCE**

Secretary McCarty was instructed to contact Attorney Foster about amending this ordinance.

### **DOWNTOWN SIDEWALK PROJECT**

Bradley is meeting with Susan Portnoff on July 2.

### **BASEMENT WALL & SHELVING**

Anderson and Grover will install wall and shelving in the basement. Thompson Pest Control will be contacted to spray the basement.

Bradley has contacted young Wayne Felter about cutting down two trees at the Borough Park. He will cut them this fall.

### **STREET SWEEPER**

Snyder reported that battery sweepers are not available. He recommends a Billy Goat brand, manual propelled machine. Prices range from \$900 to \$1700. He will recommend a specific model at next meeting.

There was an executive session at 9:20 p.m. for personnel issues. The executive session ended at 9:30 p.m.

LaFrance made the motion to adjourn. Bradley second. All approve. The meeting dismissed at 9:30 p.m.

## **WYALUSING BOROUGH COUNCIL MEETING AUGUST 5, 2013**

Wyalusing Borough Council held their regular monthly meeting at the Wyalusing Borough Hall on August 5, 2013 at 7:00 p.m. Those in attendance were Jean Reinhart, George Anderson, Kelly Bradley, Dave LaFrance, John Smalser, Scott Snyder, Rhonda McCarty, Dale Grover, Dave Keeney, Chief of Police Scott Perry, Dave Keeler, Tim Zyla, Herb Gery, Karen Smalser, Stephani Smalser, Russell Miller, and Melissa Harrsch. Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Anderson acknowledged the use of a digital voice recorder.

### **MAYORS REPORT**

Mayor Reinhart attended the State Mayors Convention in Pittsburgh, Pennsylvania and reported the convention was very educational. She had the opportunity to speak with Congressman Lou Barletta and State Representative Mike Turzai who is a personal friend of our State Representative Tina Pickett.

### **POLICE REPORT**

Perry apologized for forgetting to include the eight hour adjustment from the June report on his July monthly report. He will include the adjustment on the August hours worked. Mayor Reinhart reported that she has discussed, with Chief Perry, increasing weekend and evening patrol. Anderson commented that there has been an increase of vehicles squealing their tires in the Borough and parties being held. He asked Perry to patrol this closer. LaFrance reported spotting tractor trailers using Borough streets as their parking lot. He, also, asked Perry to watch for occurrences like this.

### **RUSSELL MILLER- LEATHERSTOCKING GAS COMPANY**

Miller reported that on July 16, 2013 Leatherstocking Gas Company was granted a Certificate of Public Convenience to serve the Wyalusing Borough and Wyalusing Township. This means they can act as an integration utility in the Borough and Township. Updated rates have been set, which are approved by the state. The average residential customer will spend about \$1600 per year for natural gas service delivered. There will be no charge to the resident to install the meter or service line along the main street. If a resident is a couple thousand feet from the service line there may be an additional surcharge. The Public Utility Commission gave Leatherstocking Gas Company a surcharge in their rates that is incorporated in the \$1600 per year that a resident will pay if you use an average of 100 mcf's. The surcharge will cover any expansions that needs to be done within our borough for a ten year period. Therefore, residents need to hook-up to the gas line within the ten year period to avoid paying a hook-up fee. After the ten year period, a per foot surcharge will be implemented for hook-ups. Every line has an access flow valve. This is a safety feature which can recognize an increase in the flow of natural gas, from a line puncture, and it will shut off the supply.

The plastic pipe this company uses will last forever. Before being covered with dirt, a copper wire is placed on top of the plastic pipe, since plastic is not conductive this is for locating the pipe with a metal detector. LGC can claim eminent domain, but they strive to avoid this. Average customer will use 100 mcf's of natural gas per year which equates to 1,094 gallons of propane or 725 gallons of number two fuel oil. The minimum charge per month will be \$20 for the meter set, regardless if any natural gas is used. All other charges are based on usage.

Conversion of appliances/furnace, etc. can be gradually over time. LGC will restore the residents lawn, flower bed, etc. to original condition after installation of the gas line. They do not provide perpetual care. LGC is asking residents to complete a survey to identify who is interested in natural gas service. Start of construction is scheduled for May 2015 thru October 2015. Russell Miller left at 8:00 p.m.

### **CITIZENS COMMENTS AND CONCERNS**

Stefani Smalser requested use of the Borough Park and Pavilion to hold a birthday party for her daughter. Secretary McCarty approved the request.

### **APPROVAL OF MINUTES**

#### **Amendment of June 3, 2013 Meeting Minutes**

Council President Anderson requested to have the June 3, 2013 meeting minutes amended to include the following information: The Fisher Fence estimate was \$7,176.00 and the Bestway Fence estimate was \$6,900.00. The Lines By Lou estimate was \$2,800. The Vestal Asphalt estimate was 16,745 square yards at \$2.984= \$49,967.08. Bradley made the motion to approve the amendment to the June 3, 2013 meeting minutes and John Smalser second. All approve.

**July 1, 2013**

Smalser made the motion to approve the minutes for the July 1, 2013 meeting. Bradley second. All approve.

## **TREASURERS REPORT**

### **APPROVAL TO PAY 29 BILLS**

LaFrance commented on the July 18, 2013 charge on Solicitor Foster's invoice. Foster has charged the Borough one-half hour for a two minute phone call with LaFrance. LaFrance requested to hold Foster's payment until this charge is clarified. Bradley made the motion to approve to pay the bills as presented. Snyder second. All approve.

## **BOROUGH MAINTENANCE MANAGER**

LaFrance questioned if there are any unusual activities/happenings within the Borough. Council requested the monthly report be typed when submitted. Bradley made a motion to accept the Borough Maintenance Manager's report as submitted. Snyder second. All approve.

## **MUNICIPAL AUTHORITY LIAISON**

LaFrance attended the Municipal Authority monthly meeting on July 9. He reported that water and sewer rates will increase substantially. No date was stated as to when. This is a result of the interconnection of the Welles Mill well with our current water system and upgrading our current sewage plant. The sewage plant has been rerated by DEP from 100,000 gallons per day to 130,000 gallons per day. This upgrade will allow the sewage plant to handle the sewage from the Wyalusing Meadows housing development. Out of the fifty water meters that are broken, one-half have been repaired. An outside collection box for the Borough building was also discussed.

## **ORDINANCE ENFORCEMENT OFFICER**

Grover reported on the ongoing dispute between two homeowners on Gaylord Street. Mayor Reinhart extended appreciation to Grover for submitting a thorough report. Bradley made the motion to accept The Ordinance Enforcement Officer report as submitted. Smalser second. All approve.

## **FOSTER CORRESPONDENCE**

Foster's report was reviewed.

### **MISSION FIRST DEVELOPER'S AGREEMENT**

There was discussion on the tax assessment value of the Wyalusing Meadows Development. Herb Gery commented that the county will assess the property differently since it is a subsidized development verses a market rate development. Until the county assesses the property, and they know what the tax rate will be, they cannot determine what the contribution to the Borough will be.

The Developer's Agreement is complete except for the portion that cannot be determined until the county determines what the assessment rate will be; which is, the difference between the full rate and the subsidized tax rate. Then a decision will be made as to what the contribution will be. Gery stated that the end result will be the Borough receiving an amount equivalent to a full market assessment rate. First Mission will make up the difference in lieu of taxes. Snyder made the motion to approve the Mission First Developer's Agreement and this Agreement is subject to the clarification of the Pilot Agreement by the Borough Solicitor. Bradley second. Bradley, Snyder, LaFrance voted yes. Anderson voted no. Smalser abstained. Herb Gery and Melissa Haarsch left at 8:30 p.m.

## **BOROUGH COUNCIL COMMENTS AND CONCERNS**

### **OUTSIDE COLLECTION BOX**

The Municipal Authority is requesting purchasing a collection box, to attach on the outside of the Borough building. The box will be for customers to drop off their water and sewer payments. After discussion, Council President Anderson stated they can proceed with the purchase.

### **AMANDA COOLEY (ZONING ENFORCEMENT)**

The Borough will utilize Amanda Cooley's services on a case by case basis. Secretary McCarty was instructed to send Cooley a letter stating the Borough will not be signing an agreement with Code Inspections.

### **2013 AUDIT**

Secretary McCarty suggested obtaining another CPA for the Borough's annual audit as a result of not receiving answers to questions from the current auditor. McCarty will gather more information and estimates for the September council meeting.

#### **CENTRAL BRADFORD COUNTY CHAMBER OF COMMERCE/ DONATION \$**

Bradley reported that she submitted a request for the Mainstreet Revitalization Project, \$30,000 for a basketball court, \$40,000 to resurface the tennis court, and \$30,000 for a volleyball court. The donor is Kinder Morgan, a company installing a pipeline in the Lime Hill area. The Borough has made it to the second round in the selection process.

#### **BRIDGE STREET "OLD" POLE LIGHTS**

Bradley asked Dave Keeler to mention in the Rocket-Courier if there is any Borough resident that could suggest an area in the Borough that would benefit from additional lighting.

#### **ORDINANCE 16 WYALUSING MUNICIPAL AUTH TERMS OF EXISTENCE**

Bradley made the motion to extend the Ordinance 16 Wyalusing Municipal Authority Terms of Existence for another fifty years. Smalser second. All approve.

#### **DOWNTOWN SIDEWALK PROJECT**

Smalser made the motion to adopt the resolution dated August 5, 2013 authorizing the filing of a proposal for grant funds with the Department of Community and Economic Development for downtown revitalization of Main Street, Wyalusing. Snyder second. All approve.

#### **STREET SWEEPER**

Snyder reported a purchase price of \$2,125.00 for a Billy Goat QV550 brand street sweeper. After much discussion as to who will be the operator, where it will be stored, and will it be available to other residents, the decision to purchase was tabled. Dave Keeler suggested hiring someone to sweep the streets.

#### **ANNUAL TRAFFIC SIGNAL MAINTENANCE QUOTES**

Secretary McCarty presented annual traffic signal maintenance estimates from Kuharchik Construction \$650.00 (plus materials will be cost plus twenty-five percent), Lecce Electric, Inc. \$1,105.00, and McCarty asked for an estimate from Northeast Signal and Electric Company, Inc. but did not receive one. Smalser made a motion to choose Kuharchik Construction as the Borough traffic signal maintenance company. Bradley second. All approve.

#### **FIRE COMPANY ROSTER**

A current member roster is needed for the annual workers compensation insurance renewal. Secretary McCarty will send a letter to the fire company requesting a roster.

#### **FALL FESTIVAL MAIN STREET CLOSING**

Smalser made the motion to allow the closing of Main Street, both lanes, on October 12, 2013 for the Fall Festival. Snyder second. All approve.

There was an executive session at 9:15 p.m. for personnel issues. The executive session ended at 9:30 p.m. Bradley made the motion to adjourn. LaFrance second. All approve. The meeting dismissed at 9:30 p.m.

## **WYALUSING BOROUGH COUNCIL MEETING SEPTEMBER 9, 2013**

Wyalusing Borough Council held their regular monthly meeting at the Wyalusing Borough Hall on September 9, 2013 at 7:00 p.m. Those in attendance were Jean Reinhart, George Anderson, Kelly Bradley, Dave LaFrance, John Smalser, Scott Snyder, Rhonda McCarty, Dale Grover, Chief of Police Scott Perry, Dave Keeler, Tim Zyla, Bill Snyder, Pat Couch, Steve Sumner, and Gary Rouse. Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Anderson acknowledged the use of a digital voice recorder.

### **MAYORS REPORT**

Mayor Reinhart reported attending the Bradford County Borough Association Meeting with Kelly Bradley, David LaFrance, and Dale Grover. Mayor stated there have been some incidents in the Borough where it was necessary to contact the State Police.

### **POLICE REPORT**

Perry stated he has nothing to report. Everything is quiet now that school is back in session. Perry left at 7:05 p.m.

### **GANNON INSURANCE AGENCY- STEVE SUMNER**

Steve presented a proposal for the insurance policy renewals. The policy effective dates are September 2013 to September 2014. The Selective Ins. Co. proposal includes property, general liability, auto, inland marine, umbrella and public officials liability coverage for a total annual premium of \$8,910. The policy includes coverage for the Wyalusing Borough and the Wyalusing Municipal Authority. The premium is allocated 60% to Municipal Authority 40% to Borough. The Amerihealth Casualty Ins Co. proposal is the workers compensation insurance for a total annual premium of \$17,1012. This policy includes coverage for Borough and Municipal Authority workers and on members of the Wyalusing Valley Volunteer Fire Department. This premium is allocated by population to neighboring townships who receive the services of our local fire department as follows: Wyalusing Township \$4,805, Terry Township \$2,293, Tuscarora Township \$1,529, Wyalusing Municipal Authority \$3,255.50, and Wyalusing Borough \$5,129.50. Dave Snyder from Gannon Insurance met with Council President Anderson in May 2013 to review the property coverage amounts. Dave updated these figures prior to the renewal presentation. Smalser made the motion to accept the insurance proposals as presented. LaFrance second. All approve. Steve left at 7:30 p.m.

### **CHURCH STREET PROPERTY- ZONING**

Pat Couch gave an update on the recent events in regard to the upcoming Zoning Variance Hearing on September 30, 2013. She stressed, to Council, the need for a Zoning Officer to handle these zoning situations. Pat feels she should not be the one required to take on these zoning tasks. She had received several complaints about an increase of vehicles being parked on Church Street, due to the opening of the ProCare business office at 116 Church Street. Couch contacted Matt Dewing, the owner of the ProCare office building, and suggested he apply for a variance, since he is using that residential property for other than what it is zoned for. The current Planning Commission is: Pat Couch, Bill Snyder, and Larry Wentovich. The current Zoning Hearing Board is: Lew Reinhart, John Bradley, and Joan Cashin. Bill Snyder and Pat Couch left at 7:55 p.m.

### **APPROVAL OF MINUTES**

**August 5, 2013**

Bradley made the motion to approve the minutes for the August 5, 2013 meeting. Smalser second. All approve.

### **TREASURERS REPORT**

#### **APPROVAL TO PAY 26 BILLS**

LaFrance questioned the payment to Attorney Fred Smith. Attorney Smith is representing the Zoning Hearing Board in the upcoming Zoning Variance Hearing with Matt Dewing. Smalser made the motion to approve to pay the bills as presented. LaFrance second. All approve.

### **BOROUGH MAINTENANCE MANAGER/ORDINANCE ENFORCEMENT OFFICER**

Smalser commended Grover on submitting excellent reports. LaFrance asked Grover to check into a situation at 131 Gaylord Street. The residents are allowing their dogs to defecate on the lawn and sidewalks. The neighbors are complaining about the smell. Also, there is a Taylor Avenue resident burning in the Borough. This is not allowed. There was discussion about the guiderails by the DodgeCo Apartments on John Street needing replacement. Secretary McCarty was asked to contact PennDot. This may be included in the PennDot Agility Program. Mayor Reinhart commended Grover on a great job he is doing and his work ethic. Smalser added how efficiently he works.

### **MUNICIPAL AUTHORITY LIAISON**

Smalser reported that the Municipal Authority is searching for a technical drawing that Herb Gery was suppose to have created by August 15 that showed where pipes would go for the system. More water meters have been repaired. Coding of water/sewer bills are being reviewed and adjusted.

## **FOSTER CORRESPONDENCE**

Foster's report was reviewed. Council members discussed fines that are owed by Carolyn Harrsch. Harrsch was instructed at the May 15, 2013 hearing that she was to pay the \$320 in fines owed to the Borough. To date the Borough has received nothing.

## **BOROUGH COUNCIL COMMENTS AND CONCERNS**

### **FEES SCHEDULE RESOLUTION**

Anderson suggested to Council that a list of fees, and a dollar amount assigned to them, needs to be created for the Borough. Once created, this schedule needs to be set by resolution. This will be discussed further at the September 16, 2013 workshop meeting.

### **BRIDGE STREET GUARDRAIL FENCE**

A letter was received from PennDot in response to the request by the Borough that a fence be installed behind the guiderail along Bridge Street. PennDot will not install a fence for the Borough. If the Borough should decide to erect and maintain a fence, they would need to contact PennDot to obtain the necessary guidance and permits.

### **CENTRAL BRADFORD COUNTY CHAMBER OF COMMERCE/ DONATION \$**

Bradley contacted the donor, Kinder Morgan. They requested a plan for the basketball court and Bradley submitted a drawing to them.

### **ARROW UNITED PARKING LOT LEASE**

Council approved renewing the ten year lease agreement, with Arrow United Industries, for the parking lot adjacent to their plant. Snyder make the motion to renew the lease for a term of ten years. Smalser second. All approve.

### **BRIDGE STREET "OLD" POLE LIGHTS**

Bradley had a Borough resident suggest relocating one of the Bridge Street pole lights on Chestnut Street behind the fire hall. Bradley has contacted Penelec. LaFrance suggested we have the five pole lights along Bridge Street disconnected. Street lights have been installed along the newly constructed Bridge Street sidewalk and the pole lights are no longer needed. Secretary McCarty will contact Penelec. Gary Rouse left at 8:30 p.m.

### **DOWNTOWN SIDEWALK PROJECT**

Bradley reported that on Friday, September 13 she is meeting with Herb Gery and Jonathan Foster to discuss downtown business property easements.

### **CONRAD SIEGEL- PENSION PLAN**

The 2013 Minimum Municipal Obligation is \$0. The 2014 Minimum Municipal Obligation is \$0.

### **GWCC RAFFLE**

No action was taken.

Mayor Reinhart reported that on Sunday afternoon there was youth football practice being held in the upper lot at the cemetery. She is asking Council for input on this situation. Council agreed that the Mayor pursue prohibiting practice in the cemetery.

Mayor Reinhart proposed that when a holiday falls on the first Monday of the month that the Borough Council monthly meeting be held on the first Tuesday of the month. Council agreed and this adjustment will be incorporated into the 2014 meeting schedule.

Mayor Reinhart asked if there is going to be further discussion on the need for a Zoning Officer. Bradley suggested discussing the topic at the workshop meeting. LaFrance stressed the importance of having a representative from the Zoning Commission and the Planning Commission attend the Borough Council monthly meetings.

There was an executive session at 8:55 p.m. for personnel issues. The executive session ended at 9:10 p.m. Bradley made the motion to adjourn. LaFrance second. All approve. The meeting dismissed at 9:10 p.m.

**WYALUSING BOROUGH COUNCIL SPECIAL MEETING  
SEPTEMBER 23, 2013**

A Special meeting of the Wyalusing Borough Council was held on September 23, 2013. Council President George Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Those in attendance were Mayor Jean Reinhart, George Anderson, Kelly Bradley, Dave LaFrance, John Smalser, Scott Snyder, Rhonda McCarty, and Kelly White. Anderson acknowledged the use of a digital voice recorder.

**RENEWAL OF D.O.T. AGREEMENT**

Council agreed to renew the D.O.T. Agreement with the Laceyville Police Department. The purpose of this agreement is to enforce the Department of Transportation regulations for truck traffic traveling through the Wyalusing Borough. Terms of the agreement are: 90 days with a maximum of 60 hours during the 90 day time period. The hourly rate per hour is \$50.00. Bradley made the motion to renew the D.O.T. Agreement with the Laceyville Police Department for a term of 90 days with a maximum of 60 hours during the 90 day time at a hourly rate of \$50.00. LaFrance second. Bradley, Anderson, LaFrance, and Snyder voted yes. Smalser voted no.

**BOROUGH MAINTENANCE WORKER**

Anderson reported that on September 13 Council interviewed applicants for the Borough Maintenance Worker position. Council recommends hiring Dale Grover for this position. September 16 will be the effective date of hire. Bradley made the motion to hire Dale Grover as our Borough Maintenance Worker. Smalser second. All approve. Council decided the hourly rate for this position will be \$15.00 per hour. Council will review this rate after 90 days. Bradley made the motion to pay Dale as Borough Maintenance Worker/Ordinance Enforcement Officer \$15.00 per hour. Snyder second. Bradley, Smalser, Anderson, and Snyder voted yes. LaFrance abstained. Anderson stated that this rate of pay will be effective as of September 16, 2013.

**TELEDAIR PHONE SYSTEM ESTIMATE**

Council discussed an estimate they received from Teledair Communications for updating the Borough phone system. The estimate total is \$4,295.00. It includes: five speaker phones, battery backup, voicemail/auto attendant system, installation, training, and a two year warranty. After much discussion it was decided to obtain additional estimates from other companies. Secretary McCarty suggested just purchasing new telephones and reducing the number of telephone lines from the current six to three. Secretary McCarty will obtain additional estimates and research telephone prices. Snyder will check prices on telephones, also.

**BRADFORD COUNTY TAX COLLECTION COMMITTEE**

Per County Commissioner Mark Smith, Under Act 32, the Bradford County commissioners were required to set up a committee to implement and oversee the county-wide collection of the local earned income tax. Anderson has attended these meetings in the past. Secretary McCarty would like to know if any Council member is currently interested in attending these meetings. Anderson stated he lost interest in attending these meeting as Wyalusing Borough only has a .94% vote. Smalser expressed an interest in attending a meeting.

**MAINSTREET REVITALIZATION PROJECT**

Bradley asked Council for approval to have Jonathan Foster prepare property easements. Foster will prepare these for \$750.00. This is a fifty percent discount in the rate Foster charges for this service. Snyder made the motion to allow Foster to prepare the easements for the Mainstreet Revitalization Project. Smalser second. All approve.

**CEMETERY FUND**

Anderson stated that before 2000 the Wyalusing Borough Council "borrowed" \$60,000 from the Cemetery Fund and this has never been repaid.

**CAROLYN HARRSCH**

Secretary McCarty reported that on May 15 Carolyn Harsch was sentenced to pay \$320.00 in fines to the Borough. The Borough has not received any payments from Harsch. McCarty will contact attorney Jonathan Foster.

It was discussed that on October 8, Aqua Penn will be giving a presentation at the Wyalusing Municipal Authority monthly meeting. Council has been invited to attend this meeting.

LaFrance made the motion to adjourn. Snyder second. All approve. The Special meeting dismissed at 8:00 p.m.

## **WYALUSING BOROUGH COUNCIL MEETING OCTOBER 7, 2013**

Wyalusing Borough Council held their regular monthly meeting at the Wyalusing Borough Hall on October 7, 2013. Those in attendance were Jean Reinhart, George Anderson, Kelly Bradley, Dave LaFrance, John Smalser, Scott Snyder, Rhonda McCarty, Dale Grover, Chief of Police Scott Perry, Dave Keeler, Lee Bendinsky. Council President Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Anderson acknowledged the use of a digital voice recorder.

### **MAYORS REPORT**

Mayor Reinhart announced that Wyalusing Borough Halloween Trick or Treat will be October 27 from 2:00 p.m. to 4:00 p.m. Also, Mayor Reinhart referenced the Borough Code handbook in regard to the Borough Auditor: Article 10, Section 1005, Part 7 and Borough Manager (position must be created by Ordinance) Article 11, Section 1141 and 1142.

### **POLICE REPORT**

Perry reported that the vandalism on Riverside Drive is being handled. There are two juveniles responsible for the damage and they are in the process of working out restitution.

Bradley questioned Perry if Bob Nemeth showed for his court date last week. Perry stated the date was changed to Tuesday, 10/8. Rumor is that Nemeth has moved to Utah. Conversation then turned to the Cardamone property where Nemeth had been responsible for mowing the lawn and had neglected to mow a strip of land in the rear of the lot. Dale Grover stated that he would bring a brush hog in to mow the area.

Anderson questioned Perry when the DOT checks will be conducted. He is hoping to start Wednesday (10/9) or Thursday (10/10).

Snyder questioned Perry if he has had feedback from the Laceyville Borough Council in reference to their plans for the Police Department in 2014. Perry has heard nothing and is conducting business as usual; being fully equipped and trained. Perry left at 7:12 p.m.

### **APPROVAL OF MINUTES**

#### **September 9, 2013 Monthly Meeting**

Bradley made the motion to approve the minutes for the September 9, 2013 meeting. LaFrance second. All approve.

#### **September 23, 2013 Special Meeting**

Bradley made the motion to approve the minutes for the September 23, 2013 meeting. LaFrance second. All approve.

### **TREASURERS REPORT**

#### **APPROVAL TO PAY 23 BILLS**

Secretary McCarty stated that the payment of \$150 to Verbatim Court Reporting Service, Inc. was for a stenographer for the Matt Dewing Zoning Variance Hearing. Also, Foster invoiced the Borough for over eight and one-half hours of time at \$95.00/hr. devoted to the Matt Dewing hearing. September bills included a partial payment to Attorney Fred Smith of \$172 for this hearing and we have yet to receive a final bill from Attorney Smith. Snyder questioned the invoice from Crawford's Portable Toilets; asking if it was for one month or two. Anderson instructed Secretary McCarty to contact Crawford's and have the portable toilets removed from the Borough Park for the winter. LaFrance made the motion to approve to pay the bills as presented. Bradley second. All approve.

### **BOROUGH MAINTENANCE MANAGER/ORDINANCE ENFORCEMENT OFFICER**

Grover commented on the amount of litter that constantly needs to be picked up. Anderson and Grover have been busy sweeping leaves off of the streets. There was a short discussion on neighbors having disputes as a result of new fences being erected between properties. Grover noted he needs to address the "pink house" property on Taylor Avenue, once again.

### **MUNICIPAL AUTHORITY LIAISON**

LaFrance reported that almost all meters have been repaired. At the October 8 Municipal Authority meeting they will be hosting Aqua Penn. The Authority is contemplating selling the Borough water and sewer services and this company is interested. The current sewer plant is in need of a major upgrade. The water connection with the Welles' well, that goes under the Wyalusing Creek, is complete. There has been discussion with a Mission First representative on requirements of the Borough Authority for water and sewer hook ups at Wyalusing Meadows.

### **FOSTER CORRESPONDENCE**

There was discussion on the Matt Dewing appeal time frame. He has 30 days. If appealed it will be held in front of the judge at the Bradford County Courthouse, who has the authority to overrule what was decided by the Borough Zoning Hearing Variance Board. After much discussion, it was decided that Anderson will take a thorough look at Foster's report and have Foster remove some of the stale items on the report. Foster's report was reviewed.

### **BOROUGH COUNCIL COMMENTS AND CONCERNS**

#### **REVIEW NEW CODE INSPECTIONS FEE SCHEDULE**

Council Members reviewed a letter from Code Inspections, Inc. which explained their current list of fees.

**BOROUGH PARK TREES (FIREWOOD)**

Council decided to remove four of the older trees. This will enable the growth of the younger trees that have been planted. The wood will be hauled to an area on Riverside Drive and all Borough residents are welcome to cut it up for firewood.

**BOROUGH PARK LIGHTS**

Trees will be trimmed on the Borough Park along Chestnut Street and a pole light will be purchased and installed on one of the existing poles. Bradley reported that she has had a request for a pole light on Riverside Drive. Bradley and Mayor Reinhart will investigate.

**FEES SCHEDULE RESOLUTION**

Secretary McCarty reported that she is still waiting on Foster to forward a list of fees.

**DRIVEWAY ORDINANCE**

Snyder and Smalser will address and present information at the December Council Meeting.

**CENTRAL BRADFORD COUNTY CHAMBER OF COMMERCE/ DONATION \$**

Bradley had nothing to report. She will contact the donor, Kinder Morgan.

**BRIDGE STREET "OLD" POLE LIGHTS**

Anderson instructed Secretary McCarty to contact Penelec to obtain a date when the lights will be removed.

**MAINSTREET REVITALIZATION PROJECT**

Bradley reported that she and Rachel Hauser, from Northern Tier Regional Planning and Development, have set an October 28 due date to complete the grant application. She asked permission from Council for Dale Grover to accompany her to notarize the easements after obtaining signatures from business owners. Rachel suggested Bradley get letters of support from individuals. Tina Pickett has given her a letter of support and the Commissioners have promised to provide a letter as well. She will be asking some of the mainstreet businessowners for a letter of support, too. Also, Bradley reported that Robin D'Anna may have something to aid in the demolition of the Cotter building on Bridge Street. A Special Meeting will be held on November 18 to inform the public about the Mainstreet Revitalization Project.

**BRIDGE ST/STREET LIGHTS WIRING**

There are wires lying on the ground from the installation of the new street lights that need to be buried. Secretary McCarty was instructed to contact Jeff Homer to take care of burying the wires on Bridge Street.

**ZONING OFFICER**

There was discussion to appoint Secretary McCarty as the Zoning Officer. No decision was made. It was tabled until next month's meeting.

**LAFRANCE SUBDIVISION**

LaFrance explained to Council what he has done up until the current time in reference to subdividing his lot in the Borough. He is frustrated in the confusion of the process that needs to happen. No one in the Borough seems to know the proper steps that need to be taken.

Lee Bendinsky expressed his appreciation in the professional manner that Chief Perry handled the vandalism problems on Riverside Drive. Everything has been resolved and he is very thankful. Lee arrived at 8:00 p.m. and left at 8:20 p.m.

Mayor Reinhart reported she had a visit from Chet Ostrowsky. He is selling his business, Always Ready Excavating, to Bishop Brothers. Chet discussed property that the Borough owns in Merryall. He is asking if the Borough would be interested in selling gravel and sand to Bishop Brothers from this land. Council is interested in meeting with Bishop's. Dave Keeler commented that this is part of the Camptown Race course. He suggested we contact whoever organizes this race and discuss this with them. Mayor Reinhart will contact Chet.

Mayor Reinhart read a letter from Council Member Dave LaFrance stating that he will not be a candidate in the November 2013 general election to fulfill the remaining two year term he is currently serving. He is resigning from Council as of December 31, 2013.

Mayor Reinhart stressed the importance of every Council Member having a Borough Code Book. Original publication was dated 1929. The first revision was May 2012.

Snyder made the motion to adjourn. Bradley second. All approve. The meeting dismissed at 8:30 p.m.

## **WYALUSING BOROUGH COUNCIL MEETING NOVEMBER 4, 2013**

Wyalusing Borough Council held their regular monthly meeting at the Wyalusing Borough Hall on November 4, 2013. Those in attendance were Jean Reinhart, George Anderson, Dave LaFrance, Scott Snyder, Rhonda McCarty, Dale Grover, Chief of Police Scott Perry, Dave Keeler, Tim Zyla, Fred Reinhart, Chet Ostrowsky, Mark Ostrowsky, and Andy Bishop. Bradley was excused. Smalser was absent. Council President Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Anderson acknowledged the use of a digital voice recorder.

### **MAYORS REPORT**

The Mayor Reinhart had nothing to report.

### **POLICE REPORT**

LaFrance asked Perry to monitor the Borough Park around 3:30 p.m. There is damage being done to the playground equipment. Perry was asked, once again, if the Borough could have some police coverage on Saturday. Perry will address this request with the Laceyville Council. Perry left at 7:05 p.m.

### **MERRYALL LAND/ALWAYS READY CRUSHED STONE & EXCAVATING**

Chet Ostrowsky, Mark Ostrowsky, and Andy Bishop were present to ask Council if they would be interested in selling material from Borough owned land in the Merryall/Brewer Hollow area. They are currently working on property that adjoins the Borough land. The Borough would receive royalty payments from the sale of the material in the form of the amount of material (weight or truck load) or in monthly payments. Most common form of payment is by weight. Bishop assured Council the land would be reclaimed after the mining is complete. Bishop stressed that the fee for a mining permit is high. Their processing plant will remain on Preston's land. Council welcomed Bishop to submit a proposal. Bishop projected that within two months he should have a proposal for Council to review. The Ostrowsky's and Bishop left at 7:30 p.m.

### **CITIZENS COMMENTS AND CONCERNS**

Fred Reinhart encouraged everyone to watch Billy Graham's television broadcast on November 7. Reinhart left at 7:33 p.m.

### **APPROVAL OF MINUTES**

#### **October 7, 2013 Monthly Meeting**

LaFrance made the motion to approve the minutes for the October 7, 2013 meeting. Snyder second. All approve.

### **TREASURERS REPORT**

#### **APPROVAL TO PAY 26 BILLS**

LaFrance questioned the payment to the Wyalusing Valley School District and the Bradford County Treasurer. Secretary McCarty explained that those payments were a portion of PILOT (payment in lieu of taxes) the Borough received for Park Place. The amount is divided between the school district, the county treasurer, and the Borough. Also, LaFrance inquired if the Borough is obtaining electricity from an alternate supplier. Secretary McCarty stated that the Borough does obtain from an alternate source through the Manufacturer & Business Association membership. There was a substantial savings in electricity usage last year. Snyder made the motion to approve to pay the bills as presented. LaFrance second. All approve.

### **BOROUGH MAINTENANCE MANAGER/ORDINANCE ENFORCEMENT OFFICER**

Grover stressed the importance of needing a support beam installed in the basement. The office floor is sagging. This is probably being caused from the weight of four fireproof filing cabinets. LaFrance stated that the Bishop rental house on Taylor Avenue once again needs attention. Grover has addressed this with the property owner. The abandoned Smith house on Pearl Street was discussed. Grover is having a grate made for a drain at the bottom of Gaylord Street. It will replace a rock that is currently on top of the drain opening. Council commended Grover on a great job he is doing and the excellent report he submits every month.

### **MUNICIPAL AUTHORITY LIAISON**

There was discussion on the request from the Authority to raise water and sewer rates. LaFrance made a motion to table this order of business until additional information is obtained. Snyder second. All approve.

### **FOSTER CORRESPONDENCE**

Snyder made a motion to adopt the Progressive Fines Ordinance. LaFrance second. All approve. Foster's report was reviewed.

## **BOROUGH COUNCIL COMMENTS AND CONCERNS**

### **LISA WRIGHT**

Wright was not present at the meeting but is interested in purchasing the Brewed Awakening property on Main Street. She has a catering business that sells smoked meat. Dale Grover spoke with her and she would like to know if an outside meat smoker would be allowed on that property. No decision was made.

### **WYALUSING PLANNING COMMISSION**

There will be an Executive Session on November 20 held at 7:00 p.m. at the Borough to discuss Zoning/Planning items.

### **OFFICE PHONES**

Secretary McCarty reported that there is a current maintenance agreement with Frontier Communications. It automatically renews every year and covers replacement of the telephones. There are two digital phone lines, two analog phone lines, and two appearance lines on the current Centrex System. Council feels that this complex of a system is not needed. Secretary McCarty will speak to Frontier Communications to obtain an estimate for an alternate system, which will include updated telephones.

### **CAROLYN HARRSCH FINES/SALE OF VEHICLES**

Papers have been served to Carolyn stating that she has until December 9 to pay the towing fees on her two vehicles that have been sitting at J & J Sales in Laceyville since September 2012. If the towing fees are not paid, a public auction will be held on December 9 to sell the vehicles. The Borough has received a check for \$4.80 as the first payment on the \$300 in parking fees that Carolyn owes the Borough. She was sentenced to pay these fees in May 2013.

### **CENTRAL BRADFORD CO. CHAMBER OF COMMERCE/ KINDER MORGAN DONATION \$**

There was nothing to report.

### **MAINSTREET REVITALIZATION PROJECT/VOTE ON REVISED GRANT APP RESOLUTION**

The revised grant application now includes \$17,000 in engineering fees, \$1,700 in contingency fees, and \$3,000 in auditing fees. Snyder made a motion to adopt the revised resolution authorizing the filing of a proposal for \$183,422 in grant funds for the Mainstreet Revitalization Project with the Department of Community and Economic Development. LaFrance second. All approve.

### **THREE CEMETERY TREES REMOVED**

Wayne Felter removed three trees from the Cemetery. If these trees were to have fallen down, they had the potential to cause damage to grave headstones.

### **BUDGET**

Secretary McCarty was instructed to contact Jane Dietz with additional budget figures and then ask that a proposed budget be printed.

Anderson announced that Council will hold a Special Meeting on November 18 to discuss the budget and they will hold an Executive Session on November 20 to discuss Zoning and Planning.

Snyder made the motion to adjourn. LaFrance second. All approve. The meeting dismissed at 8:32 p.m. Council then held an Executive Session.

## **WYALUSING BOROUGH COUNCIL SPECIAL MEETING NOVEMBER 18, 2013**

Wyalusing Borough Council held a special meeting at the Wyalusing Borough Hall on November 18, 2013. Those in attendance were Jean Reinhart, George Anderson, Kelly Bradley, John Smalser, Scott Snyder, Rhonda McCarty, Dave Keeler, and Jeannie Woodruff. Council President Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Anderson acknowledged the use of a digital voice recorder.

### **MUNICIPAL AUTHORITY**

Jeannie Woodruff presented a proposal for the increase of water and sewer rates for the Borough. The last increase in rates was in 1990. Rates were lowered in 2008. Currently, additional revenue is needed to meet expenses. **Existing residential rate structure:** (minimum of \$42/month) water- \$17.00 for first 3,000 gallons and \$2.00 for each additional 1,000 gallons per month / sewer- \$25.00 per month flat rate. **Existing commercial rate structure:** water- \$30.00 for the first 3,000 gallons and \$2.00 for each additional 1,000 gallons per month / sewer- \$25.00 for first 10,000 gallons and .0065 cents per each additional gallon per month. **Proposed rate structure:** All customers (residential, multi-unit, commercial, industrial, retail, etc.) will be charged for water and sewer by the gallon. Water- \$.005 per gallon with 4,000 gallon minimum (\$20 per month minimum per customer) / Sewer- \$.007 per gallon with 4,000 gallon minimum (\$28 per month minimum per customer). Usage beyond 4,000 gallons per month will be charged by the gallon based on the water meter (with the exception of sewer only customers where a sewer meter is required). All customers will pay for sewer commensurate with their water use. Also, the Authority would like to have included in the amended ordinance the allowance for an annual rate increase of 1.25% when needed. Projected rate increase date is January 2014. Woodruff left at 7:30 p.m.

### **BILLY GOAT LEAF BLOWER AND DUMP BODY**

Anderson presented information on purchasing a leaf blower and a dump body. Purchasing these pieces of equipment will enable efficient clean-up of leaves within the Borough. He has obtained estimates from Truck Craft in the amount of \$8,904 and Best Line Equipment in the amount of \$5,363.32. Bradley requested the balance of the PLGIT New Equipment Fund. Secretary McCarty stated that the balance as of October 31 is \$37,883.11. Bradley made the motion to go ahead and purchase this equipment that would allow this type of work to be done on a regular basis. Smalser second. All approve.

### **BUDGET**

Bradley made the motion to advertise the proposed budget. Snyder second. All approve.

### **MAINSTREET REVITALIZATION PROJECT**

Bradley reported that there will be an Informational Meeting on November 25 held at the Borough at 7:00 p.m. The purpose of this meeting will be to answer any questions that the public may have.

There was discussion about Wright's Catering purchasing the Brewed Awakening property. Council is concerned if the meat smoker they will be using could be a fire hazard. Snyder suggested that Ordinance Enforcement Officer Grover contact them to obtain a make and model of their smoker. Discussion then turned to asking the Fire Department to conduct a stress test on the Borough fire hydrants. Also, Council feels there is a need for the Fire Department to have access to the Wyalusing creek to obtain water in the case of a fire. Smalser will contact the Fire Department.

Snyder made the motion to adjourn. Bradley second. All approve. The meeting dismissed at 8:20 p.m.

## **WYALUSING BOROUGH COUNCIL MEETING DECEMBER 2, 2013**

Wyalusing Borough Council held their regular monthly meeting at the Wyalusing Borough Hall on December 2, 2013. Those in attendance were Jean Reinhart, George Anderson, Kelly Bradley, Dave LaFrance, John Smalser, Scott Snyder, Rhonda McCarty, Dale Grover, Chief of Police Scott Perry, Dave Keeler, and Jeannie Woodruff. Council President Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Anderson acknowledged the use of a digital voice recorder.

### **MAYORS REPORT**

Mayor Reinhart had nothing to report.

### **POLICE REPORT**

Perry had nothing to report. Perry left at 7:05 p.m.

### **MUNICIPAL AUTHORITY WATER/SEWER RATES**

Jeannie Woodruff, a Municipal Authority Board Member, was present and gave Council further explanation of the commercial water/sewer rate increase. LaFrance stressed the importance of water conservation. Woodruff assured Council that all water/sewer meters in the Borough are working. LaFrance questioned Woodruff where the Authority is making money off of this new equation. Also, LaFrance wanted to know what the Authority's plan is to cover operating costs over the next five to eight years and what their capital expenses are going to be and if this is all figured into this rate increase. Woodruff assured LaFrance all these items have been looked at. The sewer plant is currently fully depreciated. Woodruff assured Council that the sewer plant is operating fine and was granted a 30% increase by DEP. Woodruff left at 7:30 p.m.

### **APPROVAL OF MINUTES**

#### **November 4, 2013 Monthly Meeting**

LaFrance made the motion to approve the minutes for the November 4, 2013 monthly meeting. Snyder second. Smalser, Anderson, LaFrance, and Snyder approve. Bradley abstained.

#### **November 18, 2013 Special Meeting**

Smalser made the motion to approve the minutes for the November 18, 2013 special meeting. Snyder second. Bradley, Smalser, Anderson, and Snyder approve. LaFrance abstained.

### **TREASURERS REPORT**

#### **APPROVAL TO PAY 20 BILLS**

Bradley made the motion to approve to pay the bills as presented. LaFrance second. All approve.

### **BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER**

Grover reported that the emergency lights in the Borough building do not work and new batteries need to be purchased for them. LaFrance made the motion to accept the Borough Maintenance Worker/Ordinance Enforcement Officer report. Bradley second. All approve.

### **MUNICIPAL AUTHORITY LIAISON**

Smalser had nothing to report.

### **FOSTER CORRESPONDENCE**

Adopt Tax Rater Ordinance. LaFrance made the motion to approve the 2014 Tax Rater Ordinance. Bradley second. All approve. Foster's report was reviewed.

### **BOROUGH COUNCIL COMMENTS AND CONCERNS**

#### **2014 BOROUGH/AUTHORITY MEETING SCHEDULE**

Bradley made the motion to approve the 2014 Meeting Schedule. Smalser second. All approve.

#### **ADOPTION OF 2014 BUDGET**

Bradley made the motion to approve the 2014 Borough Budget. Smalser second. All approve.

#### **APPROVE MUNICIPAL AUTHORITY 2014 PROPOSED BUDGET**

Council had questions on three items and were upset that an Authority representative was not present to answer questions. Council tabled the approval of the Municipal Authority's budget.

#### **ROUTE 6 DRAINAGE DITCH**

Bradley made the motion to approve hiring any individual contractor to clean out this ditch if PennDot is not willing to clean it for the Borough. LaFrance second. All approve.

#### **SOLVENCY FEE**

This will be discussed in an Executive Session.

#### **DRIVEWAY ORDINANCE**

Tabled until another meeting.

**VOTE TO RESCIND BOROUGH SUBDIVISION & LAND DEVELOPMENT ORDINANCE & ADOPT COUNTY'S**

Bradley made the motion to rescind the Borough Subdivision and Land Development Ordinance 39. Snyder second.

**FRONTIER PHONE SYSTEM ESTIMATE**

Secretary McCarty presented an estimate from Frontier Communications in the amount of \$4,114.74. Bradley made a motion to approve the purchase of a new phone system from Frontier and update the Borough communication system to 2013-2014 technology. Smalser second. All approve.

**MAINSTREET REVITALIZATION PROJECT**

Bradley reported that there was a public Informational Meeting held on November 25.

Council then held an Executive Session at 8:30 p.m. to 9:08 p.m. Council agreed to pay the 2014 Workers Compensation Solvency Fee of \$291.28.

**APPOINT AND THEN VOTE TO APPROVE ZONING OFFICER**

Anderson appointed Secretary McCarty as the Borough Zoning Officer. Bradley made a motion to approve McCarty as the Borough Zoning Officer. Smalser second. All approve.

Snyder made the motion to adjourn the meeting. Bradley second. All approve. The meeting dismissed at 9:10 p.m.

## **WYALUSING BOROUGH COUNCIL SPECIAL MEETING DECEMBER 16, 2013**

Wyalusing Borough Council held a special meeting at the Wyalusing Borough Hall on December 16, 2013. Those in attendance were Jean Reinhart, George Anderson, Kelly Bradley, John Smalser, Dave LaFrance, Scott Snyder, Rhonda McCarty, Dave Keeler, Lew Reinhart, Larry Wentovich, Tom Miller, and Adam Dietz. Council President Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Anderson acknowledged the use of a digital voice recorder.

### **WYALUSING VALLEY VOLUNTEER FIRE COMPANY**

Tom Miller and Adam Dietz were present to address Council's concern if there is enough water available to fight a fire on Main Street. Dietz reported that there will have to be two fire trucks pumping water from the Wyalusing Creek. They will be placed on the Welles Mill side of the bridge and hoses ran across Route 6. Dietz said there is only one fire wall on Main Street, which is in the old bank. He is concerned about the number of propane tanks behind the buildings on Main Street. Dietz, also, addressed the problem of low response from volunteer fire fighters especially during the day. There are only two active fire fighters that live in the Borough. Trucks will pump 5,000 to 7,000 gallons per minute. In the event of a fire, Council is concerned about the occupancy numbers in the apartments on Main Street and the fire fighters not being aware how many people to account for. Miller and Dietz left at 7:20 p.m.

### **APPROVE WYALUSING MUNICIPAL AUTHORITY 2014 BUDGET**

Lew Reinhart and Larry Wentovich provided Council with explanation on questions in regard to payroll, professional fees, and maintenance. Council did not approve the Authority budget due to the absence of receiving a paper copy of their final budget. Council will meet December 30 to approve the Authority's budget. Reinhart and Wentovich left at 7:45 p.m.

### **ADOPT RESCINDING OF SUBDIVISION AND LAND DEVELOPMENT ORDINANCE 39**

Smalser made the motion to adopt the rescinding of the Borough Subdivision and Land Development Ordinance 39 and to adopt the County's Subdivision and Land Development Plan. Bradley second. All approve.

### **ADOPT TAX RATER ORDINANCE**

The Tax Rater Ordinance needed to be adopted again due to advertising requirements. Bradley made the motion to adopt the 2014 Tax Rater Ordinance. Snyder second. All approve.

### **APPROVE 2014 MEETING SCHEDULE**

The meeting schedule needed approval again as a result of a change in the Authority's August meeting date. Bradley made the motion to approve the 2014 Wyalusing Municipal Authority meeting schedule. Smalser second. Bradley, Anderson, Smalser, and Snyder vote yes. LaFrance abstained.

### **CREATE NEW FUNDS- GAS LEASE REVENUE & BREWER HOLLOW TIMBER REVENUE**

Anderson suggested to Council that separate funds be created for Gas Lease Revenue and the Brewer Hollow Revenue. This revenue is currently included in the General Fund and in essence inflating the General fund. Anderson would like to see some of this "bonus" revenue used for special projects in the Borough instead of it being used for regular expenses.

### **POLICE PROTECTION**

Mayor Reinhart suggested to Council that the Laceyville Mayor and Laceyville Council members be invited to our January Council meeting. Rumors are abundant in reference to the future of the Laceyville police department and she would like an explanation. There was discussion about Wyalusing having their own police department at a feasible amount of \$60,000 per year.

Snyder made the motion to adjourn. Bradley second. All approve. The meeting dismissed at 8:33 p.m.

## **WYALUSING BOROUGH COUNCIL SPECIAL MEETING DECEMBER 30, 2013**

Wyalusing Borough Council held a special meeting at the Wyalusing Borough Hall on December 30, 2013. Those in attendance were Jean Reinhart, George Anderson, Kelly Bradley, John Smalser, Scott Snyder, Rhonda McCarty, Lew Reinhart. Council President Anderson led the Pledge of Allegiance and called the meeting to order at 7:00 p.m. Anderson acknowledged the use of a digital voice recorder.

### **CHANGE NAME OF BREWER HOLLOW PROPERTY**

Currently the Brewer Hollow Property is included in the Wyalusing Water Works deed. If the Wyalusing Municipal Authority decides to sell, then the Brewer Hollow property would be sold with it. Anderson stated that when the 2012 survey was done on Brewer Hollow about 200 acres were lost. Anderson stated that this is due to surveyors using GPS in surveying and it does not take into account the terrain of the land. Bradley made the motion to approve the changing of the Wyalusing Water Works deed to put the Brewer Hollow Property on a separate deed and name it Brewer Hollow. Snyder second. All approve.

### **WYALUSING MUNICIPAL AUTHORITY OFFICE HOURS**

Anderson will contact the Municipal Authority president, Earl Lewis, and discuss the office hours with him.

### **WORKERS COMP CLAIM DENIAL**

Adam Dietz fell at his home, on icy pavement, while responding to a fire company accident call on December 9, 2013. AmeriHealth Insurance Company has denied this claim. Council instructed Secretary McCarty to contact Steve Sumner at Gannon Insurance Agency and request action to be taken on this matter.

### **CEMETERY BUSINESS (LOT SALES, GRAVE DIGGING FEE)**

Tracy Cobb submitted a letter stating he will be charging \$400 to dig a grave effective January 1, 2014. Snyder made a motion to accept Cobb's price increase of \$400 per grave. Smalser second. All approve. A 4' x 5' cremation lot is \$250 and includes burial of up to 2 cremations per lot. In reference to the full burial lots, Council approved cremations being buried on top of the full burial, but only one headstone is allowed per lot. If cremations are placed on top of the full burial, the additional names need to be engraved on the original headstone on the lot. Council set the following rates of lots and burials: single grave lot: \$600, double grave lot: \$1100, cremation lot: \$500, and a deed transfer: \$200. Casket burials: weekday \$700, weekend \$750. Cremation burials: weekday \$250, weekend \$275. Bradley made a motion to accept the increase in the Cemetery lot rates and burial rates that will be effective January 1, 2014. Smalser second. All approve.

Anderson discussed problems with some drains and a driveway in the Borough. Anderson instructed Secretary McCarty to contact Greg Dibble at PennDot.

### **APPROVE WYALUSING MUNICIPAL AUTHORITY 2014 BUDGET**

Lew Reinhart presented a revised 2014 final budget for approval. Snyder made the motion to accept the Wyalusing Municipal Authority 2014 Budget. Bradley second. All approve.

Snyder made the motion to adjourn. Bradley second. All approve. The meeting dismissed at 8:10 p.m.