

## **WYALUSING BOROUGH COUNCIL REORGANIZATION MEETING JANUARY 6, 2014**

Wyalusing Borough Council held their reorganization meeting at the Wyalusing Borough Hall on January 6, 2014. Those in attendance were: Mayor Jean Reinhart, George Anderson, Kelly Bradley, Gary Woodruff, Scott Snyder, Rhonda McCarty, Dale Grover, Chief of Police Scott Perry, and Dave Keeler. John Smalser was absent. Mayor Reinhart led the Pledge of Allegiance and called the meeting to order at 7:00 p.m.

### **MAYOR GIVES OATH OF OFFICE**

Mayor Reinhart gave the Oath of Office to elected Council Members Scott Snyder and Kelly Bradley, and elected by write-in votes Council Member Gary Woodruff. John Smalser, elected Council Member, was instructed to take his Oath of Office within 10 days of this meeting.

### **MAYOR PRESIDES**

#### **MAYOR ACCEPTS NOMINATIONS FOR THE OFFICE OF COUNCIL PRESIDENT**

#### **MAYOR ACCEPTS NOMINATIONS FOR THE OFFICE OF COUNCIL VICE PRESIDENT**

Mayor Reinhart asked if there were any nominations for Council President. Anderson made the motion to leave the officers the same as they were last year. Snyder second. All approve. Council President is George Anderson, Vice President is Kelly Bradley.

Anderson called the meeting to order and acknowledged the use of a digital voice recorder.

### **MAYORS REPORT**

Mayor Reinhart had nothing to report.

#### **POLICE REPORT**

Perry is addressing speeding problems on Riverside Drive. Perry encouraged Council members to attend the Laceyville Borough Council Meeting on Tuesday night. Police matters will be discussed at this meeting. Perry left at 7:20 p.m.

### **CITIZENS COMMENTS AND CONCERNS**

Dave Keeler suggested that the Borough contact PennDot to revisit the possibility of a by-pass for Wyalusing in response to the recent imposed tax on gasoline.

### **APPROVAL OF MINUTES**

#### **December 2, 2013 Monthly Meeting**

Bradley made the motion to approve the minutes for the December 2, 2013 monthly meeting. Snyder second. Anderson, Bradley and Snyder approve. Woodruff abstained.

#### **December 16, 2013 Special Meeting**

Bradley made the motion to approve the minutes for the December 16, 2013 special meeting. Snyder second. Anderson, Bradley, and Snyder approve. Woodruff abstained.

#### **December 30, 2013 Special Meeting**

Bradley made the motion to approve the minutes for the December 30, 2013 special meeting. Snyder second. Anderson, Bradley, and Snyder approve. Woodruff abstained.

### **TREASURERS REPORT**

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

Salt is currently being purchased at Bradco Supply for \$170/ton. Woodruff asked if prices have been obtained from other vendors. The options are limited due to using bags opposed to bulk salt. Bradley made the motion to approve to pay the bills as presented. Snyder second. All approve.

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

Grover gave Council an update on repairing the emergency lights in the Borough building. The existing lights cannot be repaired. Grover has researched purchasing new lights, has found a source, and he asked Council if they would like him to purchase new lights. Council instructed him to purchase the lights.

Grover has been contacted by business owners for help in removing snow on Main Street. The business owners' snow removal fund is depleted. Council needs to know what the business owners need: man power, money, etc. No decision was made.

There have been complaints that the Cemetery roads are not being plowed. The Borough streets are taken care of first. The Cemetery roads will be plowed after all areas in the Borough have been addressed.

There was discussion about "no parking" signs that need to be put up in the Borough and at the Cemetery. The consensus of Council was that if no one is going to enforce them then they are useless. No decision was made.

### **MUNICIPAL AUTHORITY LIAISON**

Smalser was absent so there was nothing reported.

## **FOSTER CORRESPONDENCE**

Foster's report was reviewed.

## **BOROUGH COUNCIL COMMENTS AND CONCERNS**

### **WORKERS COMP CLAIM DENIAL/PROVIDERS LIST**

Secretary McCarty reported that she has contacted Steve Sumner at Gannon's Insurance Agency in regard to the Adam Dietz workers' comp claim that has been denied by AmeriHealth Insurance Co. Steve has contacted AmeriHealth and is disputing this ruling with them. He will keep us informed. Also, he is working on a workers' comp providers list that includes participants that are in our area.

### **COTTER BUILDING DEMOLISH GRANT APPLICATION**

Bradley reported that the Mainstreet Revitalization grant application has been completed and submitted. Bradley reported that she is currently working with Robyn D'Anna on a grant application for money to assist in the demolition of the Cotter building on Bridge Street.

### **COUNCIL COMMITTEES**

*Personnel:* George Anderson, Scott Snyder, Gary Woodruff, John Smalser

*Finance:* Scott Snyder, Kelly Bradley, George Anderson, John Smalser, Gary Woodruff, Jane Dietz, Rhonda McCarty

*Street:* Scott Snyder, George Anderson, Kelly Bradley, Dale Grover

*Parks & Playgrounds:* Scott Snyder, Kelly Bradley, Gary Woodruff, Dale Grover

*Cemetery:* Kelly Bradley, Jean Reinhart, George Anderson, Mike Davis, Rhonda McCarty

*Brewer Hollow:* Scott Snyder, George Anderson, John Smalser, Dale Grover

*Grants:* Kelly Bradley, George Anderson, Rhonda McCarty

*Vacancy Board:*

*C.O.G. Representative:* George Anderson

*Municipal Liaison:* George Anderson, Scott Snyder

*Heritage:* Jean Reinhart, Kelly Bradley, George Anderson, Rhonda McCarty

*Shade Tree:* John Smalser, Bob Westover, Kelly Bradley, Joan Cashin, Tom Miller

*Planning Commission:* Kelly Bradley, Scott Snyder, George Anderson

*Zoning Commission:* Rhonda McCarty

*Zoning Hearing:* John Bradley, Joan Cashin, Lew Reinhart

*EMA:* Jean Reinhart, John Smalser, Dale Grover

*Ordinance Enforcement Officer:* Dale Grover

*Tax Collection:* John Smalser

Council then held an Executive Session at 8:15 p.m. No action was taken.

Bradley made the motion to adjourn the meeting. Snyder second. All approve. The meeting dismissed at 8:36 p.m.

**WYALUSING BOROUGH COUNCIL  
SPECIAL MEETING  
FEBRUARY 1, 2014**

Wyalusing Borough Council held a special meeting at the Wyalusing Borough Hall on February 1, 2014. Those in attendance were George Anderson, Kelly Bradley, Gary Woodruff, John Smalser, Scott Snyder, and Rhonda McCarty. Council President Anderson led the Pledge of Allegiance and called the meeting to order at 10:00 a.m. Anderson acknowledged the use of a digital voice recorder.

**SNOW REMOVAL EXPENSES**

The purpose of the meeting was to take a second look at the budget, discuss the possibility of re-opening the budget for adjustments, and the possibility of raising taxes. After reviewing current expenses, there is no need for budget adjustments. Taxes will not be raised at this time.

Snyder made the motion to adjourn. Woodruff second. All approve. The meeting dismissed at 11:00 a.m.

**WYALUSING BOROUGH COUNCIL  
MONTHLY MEETING  
FEBRUARY 3, 2014**

Wyalusing Borough Council held their monthly meeting at the Wyalusing Borough Hall on February 3, 2014. Those in attendance were: George Anderson, Kelly Bradley, Gary Woodruff, John Smalser, Scott Snyder, Rhonda McCarty, Dale Grover, Chief of Police Scott Perry, Dave Keeler, Tim Zyla, Brett Jayne, Clarence "Hopper" Moss, Fred Reinhart, Steve Sumner, Joe Saxe, and Warren Knapp. 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 was absent.

**POLICE REPORT**

Anderson asked Perry to investigate the three cars that are constantly parked on Main Street. If they are apartment dwellers, a Borough ordinance states that they must be provided off street parking by the landlord. Perry left at 7:05 p.m.

**CITIZENS COMMENTS AND CONCERNS**

**RTL**

RTL representatives Brett Jayne and Clarence "Hopper" Moss thanked the Council for their support of the RTL for the past four or five years. The Wyalusing Ball Association has disbanded and they have approached RTL asking if they would like to take over the Lime Hill fields. RTL is not interested and wanted to let Council know they have no plans to move out of the Borough Park. Jayne would like to put a concession stand on the "back field". Jayne reported that the T-Ball "instructional field" is finished. Also, he inquired about installing a small instructional softball field for the girls in the corner of the Park along Canal Street. Last year there were 23 teams and estimated 50-60 games on each field. This year they are anticipating 26-27 teams. No decision was made in reference to approving the addition of another concession stand. Council will meet with Moss at the Borough Park to discuss this further. Smalser made the motion to approve RTL using the Borough Park for another ball season. Snyder second. All approve.

**RESOLUTION FOR PENNDOT AGILITY AGREEMENT**

PennDot representative Joe Saxe and Warren Knapp were present to discuss PennDot entering into an Agility Agreement with the Wyalusing Borough. Bradley inquired if this is basically: "We do something for you, you do something for us". All items that the Borough has currently been performing cannot be included, since there was not an Agility Agreement in place. The agreement is for five years with a three year extension. Knapp presented a resolution that, once approved by Council, will authorize someone (Council President, etc.) to sign the Agility Agreement for the Borough. Bradley made a motion authorizing the individual holding the office of Council President as the signer for PennDot Agility Agreements. Smalser second. All approve. The resolution and the Agility Agreement were signed by Council President Anderson and attest signature by Secretary McCarty.

**GANNON INS- Steve Sumner (Adam Dietz workmen's comp claim denial)**

Firefighter Adam Dietz was responding to an emergency call and fell on an icy sidewalk at his home and dislocated his shoulder. Steve reported that he had spoken with Borough Solicitor Jonathan Foster in reference to the denial claim and he agreed that this situation is a gray area. Steve recommends petitioning the denial claim or the Borough offering to pay Adam's insurance deductible. Steve will present a request to the insurance company that they pay Adam's deductible. Unfortunately, the insurance company will probably require him to sign a release. Sumner, Saxe, and Knapp left at 8:00 p.m.

**APPROVAL OF MINUTES**

**January 6, 2014 Reorganization Meeting**

Bradley made the motion to approve the minutes for the January 6, 2014 reorganization meeting. Smalser second. All approve.

**TREASURERS REPORT**

**APPROVAL TO PAY 23 BILLS**

Woodruff made the motion to approve to pay the bills as presented. Smalser second. All approve.

**BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER**

Grover reported that the support beam in the basement has been installed. Hud Ellis has been contacted to replace the emergency lighting in the Borough building. Anderson reported that the Borough has a generator at the Wyalusing

Township Building and would like to bring it to the Borough garage. Anderson reported that there are emerging pot holes on Borough street. Anderson suggested that estimates be obtained to pave the Municipal Parking Lot. Keeler suggested that more signs be hung to alert shoppers that there is a Municipal Parking Lot.

**MUNICIPAL AUTHORITY LIAISON**

Aqua Penn has been hired to run the water and sewer operations.

## **FOSTER CORRESPONDENCE**

Foster's report was reviewed.

## **BOROUGH COUNCIL COMMENTS AND CONCERNS**

### ***AUDITOR ORDINANCE- Authorize***

Secretary McCarty reported that this ordinance states that the Borough no longer has an elected auditor that instead an independent auditor is hired. Bradley made the motion to authorize Borough Solicitor Jonathan Foster to advertise the Auditor Ordinance. Snyder second. All approve.

### ***GRAVE'S ACCOUNTING & FINANCIAL SERVICES- hire them?***

Grave's Accounting was not hired. It was decided that Anderson and Smalser will meet with Frank Melly, current Borough auditor, to discuss improving communication in the event of audit questions/problems.

### ***COMMITTEE MEMBERS & VARIOUS APPOINTMENTS- motion to accept***

Bradley made a motion to approve the committee members as listed in the January 6, 2014 reorganization meeting minutes. Woodruff second. All approve.

Bradley made a motion to appoint Rhonda McCarty as the Wyalusing Borough Secretary/Treasurer. Woodruff second. All approve.

Bradley made a motion to appoint Rhonda McCarty as the Open Records Officer. Woodruff second. All approve.

Bradley made a motion to appoint Dale Grover as the Emergency Management Coordinator. Woodruff second. All approve.

There was discussion on raising the Treasurer's Bond to \$1,000,000. Secretary McCarty was instructed to obtain a quote from Gannon Insurance.

Bradley made a motion to appoint Jonathan Foster, Sr. as the Borough Solicitor. Woodruff second. Bradley, Anderson, Woodruff, Snyder voted yes. Smalser voted no.

Bradley made a motion to pay the bills monthly and the payroll bi-weekly. Smalser second. All approve.

### ***PLANNING COMMISSION- accept Pat Couch resignation***

Council discussed a resignation letter from Pat Couch. Smalser made a motion to accept Pat Couch's resignation with serious regret. Snyder second. All approve.

### ***BONDING COUNCIL MEMBERS FOR CHECK SIGNING***

Secretary McCarty informed Council that a PSAB representative stated that anyone that signs checks for the Borough needs to be bonded. Currently only McCarty and Anderson are bonded. \$100,000 of coverage is \$350. Bradley made a motion to bond four additional Council members. Smalser second. All approve.

### ***2014 STANDARD MILEAGE RATE: \$.56/mile- motion to accept***

Woodruff made a motion to set the 2014 mileage reimbursement rate at \$.56/mile. Bradley second. All approve.

### ***TAX COLLECTION COMMITTEE- need an alternate delegate appointed***

Bradley made a motion to appoint Smalser delegate to the Tax Collection Committee. Snyder second. All approve.

### ***PURCHASE CD WITH GENERAL FUND \$***

Council will discuss this at a February 17 workshop meeting.

### ***MATT DEWING/CHURCH STREET: rezone? next step?***

Ordinance Enforcement Officer Grover will contact Dewing to discuss the next steps that need to be taken.

### ***PENNDOT BY-PASS***

Secretary McCarty reported that she contacted Mike Mausteller at PennDot in regard to a Borough by-pass and he informed her that a current traffic study would need to be done. Also, he stated that if the heavy traffic is only at certain times through the Borough that nothing would be done. There needs to be heavy traffic at all times in order that PennDot would pursue the request.

### ***CAROLYN HARRSCH/J & J SALES (as of 2/3/14 cars still @ J&J Sales)***

Harrsch paid the towing bill, but the cars remain at J & J Sales.

### ***DRIVEWAY ORDINANCE***

Tabled to a later meeting.

### ***FEES SCHEDULE RESOLUTION- set a workshop meeting to discuss***

Council will discuss this at a February 17 workshop meeting.

### ***MAINSTREET REVITALIZATION PROJECT***

Bradley had nothing to report.

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

**WYALUSING BOROUGH COUNCIL  
MONTHLY MEETING  
MARCH 3, 2014**

Wyalusing Borough Council held their monthly meeting at the Wyalusing Borough Hall on March 3, 2014. Those in attendance were: George Anderson, Kelly Bradley, Gary Woodruff, John Smalser, Rhonda McCarty, Dale Grover, Dave Keeler, Joe Saxe, and Gary Rouse. Mayor Jean Reinhart, Scott Snyder and Chief of Police Scott Perry were excused. 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.

**PENNDOT AGILITY AGREEMENT**

Joe Saxe presented figures for PennDot to install guiderails on Canal Street. \$60/hr for the equipment and manpower and \$16 for materials, which is \$76/linear foot for installation of guiderails. PennDot presented three options for building out the shoulder to support the guiderails along Canal Street. Amounts will be determined once an option is chosen. Also, the following rates were presented: Street sweeping: \$150/hour. PennDot would like the Borough to sweep the Wyalusing Creek bridge. Lawn mowing around the Wyalusing Creek bridge: \$135/acre. Removing snow from the Wyalusing Creek bridge: \$50/hr. Cleaning inlet boxes: \$75/box. There are 52 inlet boxes on Taylor Avenue, Route 6, Church Street & Bridge Street. Anderson questioned Saxe about obtaining PennDot manpower and equipment to pave the Municipal Parking Lot. The Borough will purchase the asphalt. Saxe stated that this would be eligible. The Agility Agreement will expire in five years and at that time there will be the option to renew the agreement for another three years.

**MAYORS REPORT**

Mayor Reinhart was absent.

**POLICE REPORT**

Chief of Police Perry was absent.

**CITIZENS COMMENTS AND CONCERNS**

**APPROVAL OF MINUTES**

**February 1, 2014 Special Meeting**

Bradley made the motion to approve the minutes for the February 1, 2014 Special meeting. Smalser second. All approve.

**February 3, 2014 Monthly Meeting**

Woodruff made the motion to approve the minutes for the February 3, 2014 Monthly meeting. Bradley second. All approve.

**TREASURERS REPORT**

**APPROVAL TO PAY 22 BILLS**

Woodruff questioned Foster's bill and discussion followed. Bradley made the motion to approve to pay the bills as presented. Smalser second. All approve.

**BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER**

Grover reported that Second Street will need potholes repaired in two locations. It has been a tough winter.

**MUNICIPAL AUTHORITY LIAISON**

Smalser made a motion to approve Tara LaFrance as a Wyalusing Municipal Authority board member. Woodruff second. All approve.

**FOSTER CORRESPONDENCE**

Foster's report was reviewed.

**BOROUGH COUNCIL COMMENTS AND CONCERNS**

**BOROUGH SPRING CLEAN UP DAY- May 3**

Secretary McCarty attempted to contact Advanced Solutions in Walnutport, PA to see if they would be interested in all items that R.G. Brown will not take, but the telephone number is no longer in service. This company took items last year for the Borough Spring Clean-up. Also, Ben Weitsman in Scranton was contacted. Woodruff made a motion to approve May 3 as the annual Borough Spring Clean Up Day. Bradley second. All approve.

**GANNON INS- Steve Sumner (Adam Dietz workmen's comp claim denial)**

Sumner is waiting on Dietz to provide him with the remaining invoices for his claim.

**AUDITOR ORDINANCE- Adopt**

Bradley made the motion to adopt the Auditor Ordinance. Smalser second. All approve.

**MATT DEWING/CHURCH STREET: rezone? next step?**

Dewing reimbursed the Borough in the amount of \$2400 for the lawyer fees of the variance hearing. The Planning Commission recommended the Borough let Dewing remain in the building on Church Street.

#### **DRIVEWAY ORDINANCE**

Smalser had nothing to report. This item will be tabled until May.

#### **FEES SCHEDULE RESOLUTION**

Council will discuss these at the March 10 Special Meeting.

#### **MAINSTREET REVITALIZATION PROJECT**

Bradley had nothing to report.

#### **BOROUGH PARK TREES**

Bradley spoke to Felter about removing the trees. He is still interested in removing the trees. Council is concerned that this needs to be done before the ground thaws and Little League season starts. After discussing, Council decided to put the job out for bids and attempt to get the job accomplished within three weeks. Secretary McCarty will call for phone quotes.

Anderson reported that there are problems with the street lights not working. The electrical boxes contain water/ice.

Grover asked if anyone knows where the photo eye is for the Borough street lights. Rouse stated that the eye is on the pole by the Chamber of Commerce parking lot.

Woodruff expressed dissatisfaction with the Borough police.

Rouse questioned the status of the Brewer Hollow land in regard to leasing to the stone quarry. He suggested the Borough put the removal of the trees out for bids.

Keeler questioned if there has been any communication from Leatherstocking in reference to natural gas being installed in the Borough. Smalser stated that he had contacted Russell Miller and is awaiting a response.

Woodruff made the motion to adjourn the meeting. Smalser second. All approve. The meeting dismissed at 8:15 p.m.

**WYALUSING BOROUGH COUNCIL  
SPECIAL MEETING  
MARCH 10, 2014**

Wyalusing Borough Council held a special meeting at the Wyalusing Borough Hall on March 10, 2014. Those in attendance were George Anderson, Kelly Bradley, Gary Woodruff, John Smalser, Rhonda McCarty, Gary Rouse, and Jennifer Williamson. Council President Anderson led the Pledge of Allegiance and called the meeting to order at 5:00 p.m. Anderson acknowledged the use of a digital voice recorder.

**FEE SCHEDULE RESOLUTION**

Council reviewed each Borough ordinance in regard to applications, permits, permit fees, and fines. Once established, all fees and fines will be set by one resolution and reviewed on an annual basis. Bradley left at 6:10 p.m.

**INVESTMENT OPTIONS**

Jennifer Williamson, representing Ameriprise Financial Services, Inc., presented an investment proposal to Council. Her proposal included certificate of deposits and treasury bills. Both of these are included in the Borough Code as authorized types of investments for our municipality.

Woodruff made the motion to adjourn. Smalser second. All approve. The meeting dismissed at 7:15 p.m.

**WYALUSING BOROUGH COUNCIL**  
**MONTHLY MEETING**  
**APRIL 7, 2014**

Wyalusing Borough Council held their monthly meeting at the Wyalusing Borough Hall on April 7, 2014. Those in attendance were: Mayor Jean Reinhart, George Anderson, Kelly Bradley, Gary Woodruff, John Smalser, Scott Snyder, Rhonda McCarty, Dale Grover, Chief of Police Scott Perry, Tim Zyla, Tom Miller, Wayne Felter, Fred Reinhart, Phil Brewer, and Amy Girven. 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.

President Anderson called an Executive Session to discuss personnel issues in reference to Police Department complaints. The Executive Session was from 7:03 p.m. – 7:20 p.m.

**MAYORS REPORT**

**ARBOR DAY PROCLAMATION-** Tabled until May meeting.

**POLICE REPORT**

Chief Perry requested that the Vascar lines be repainted on Taylor Avenue and the Route 6 Plaza and new lines be painted on Riverside Drive by Park Place. Perry stressed the importance of vehicles pulling over to the side of the road and stopping when an emergency vehicle is approaching. Perry left at 7:25 p.m.

**CITIZENS COMMENTS AND CONCERNS**

Wayne Felter expressed his dissatisfaction with the RTL requesting installing another permanent backstop at the Borough Park. Secretary McCarty will contact RTL representative Clarence Moss and inform him that another permanent backstop will not be allowed. Felter suggested the Borough contact an arborist to trim the young trees at the Park. Secretary McCarty will contact Jon Brown, Brown Hill Tree Co. Also, Felter suggested painting dugouts as a possible senior project. Felter, Miller, and Reinhart left at 7:40 p.m.

**APPROVAL OF MINUTES**

**March 3, 2014 Monthly Meeting**

Bradley made the motion to approve the minutes for the March 3, 2014 Monthly meeting. Smalser second. Anderson, Bradley, Woodruff, and Smalser voted yes. Snyder voted no.

**March 10, 2014 Special Meeting**

Bradley made the motion to approve the minutes for the March 10, 2014 Special meeting. Smalser second. Anderson, Bradley, Woodruff, and Smalser voted yes. Snyder voted no.

**TREASURERS REPORT**

**APPROVAL TO PAY 24 BILLS**

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

**BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER**

Grover has been in contact with a Taylor Avenue property owner about clean-up. Grover addressed PennDot requiring the replacement of any regulatory, warning, or post mounted guide signs within the Borough by January 2015. PennDot is requiring the signs to be the size of 30" x 30" and be retro-reflective. Any street name signs and overhead guide signs that fail to meet the minimum retro-reflectivity levels will need to be replaced by January 2018. The Borough has about 30 signs that will need to be replaced. Anderson contacted Ray Stolinas, Bradford County Planning, inquiring if the county would be helping the Boroughs/Townships with the expense of sign replacement.

**MUNICIPAL AUTHORITY LIAISON**

Snyder reported that there was much discussion about not being in compliance with the DEP deadline of expanding the Sewer Plant. WMA has been awarded a 120 day extension by DEP. There was \$51,000 allotted for the engineering related expense of this project and \$31,000 has been expended to date.

**FOSTER CORRESPONDENCE**

Foster's report was reviewed.

**BOROUGH COUNCIL COMMENTS AND CONCERNS**

**BIDS FOR TENNIS COURT & MUNICIPAL PARKING LOT**

Tennis Court: Bishop Brothers \$7,200; Harris Paving \$9,800. Paving Municipal Parking Lot: Bishop Brothers \$19,575; Harris Paving \$19,750. Bradley made a motion to award Bishop Brothers the bid of paving the tennis court and paving the municipal parking lot. Smalser second. All approve.

Bradley has contacted Lines By Lou about painting lines on the tennis/basketball court. A quote of \$350 was obtained. Bradley presented figures she has obtained for purchasing basketball backstops. Bradley made a motion to appropriate funds for the basketball posts, the cost of the posts as well as their installation not to exceed \$10,000. Smalser second. All approve.

**CRACK SEALING BID**

Vestal Asphalt was the only bid received. Their bid proposal totals are based on amounts used: 400 gal @ \$16.40/gal, 600 gal @ 15.75/gal, 800 gal @ \$12.80/gal. Smalser made a motion to approve the Vestal Asphalt bid for crack sealing of Borough streets. Bradley second. All approve.

**SIGNAGE-** Covered under Borough Maintenance Worker/Ordinance Enforcement Officer report

**EASTER EGG HUNT- (April 19<sup>th</sup> – vote on)**

Smalser made a motion to allow the Wyalusing Volunteer Fire Department to hold their annual Easter Egg Hunt at the Borough Park on April 19. Bradley second. All approve.

**CHIEF ADMINISTRATIVE OFFICER RESOLUTION (Pension Plan)**

Bradley made a motion to appoint whomever is serving in the position of Council President as the Chief Administrative Officer of the Municipal Pension Fund. Smalser second. All approve.

**PENNSYLVANIA ROUTE 6 ALLIANCE RESOLUTION (Route 6 Nat'l Scenic Byway)**

Secretary McCarty reported speaking with Terri Dennison, Executive Director, The Pennsylvania Route 6 Alliance. Dennison stated that she is currently working on obtaining National Scenic Byway and All-American Road status for US Route 6. The first step is to be designated a Pennsylvania Byway. The Alliance is attempting to achieve this by legislative designation through the support from the 110 municipalities across the Corridor. The Borough's obligation is to keep Route 6 attractive to tourists. Woodruff made a motion to approve a resolution supporting the proposal to designate a portion of Pennsylvania Route 6 as a Pennsylvania Byway. Bradley second. All approve.

President Anderson instructed Secretary McCarty to write a letter to the Bradford County Commissioners expressing dissatisfaction of the Commissioners intention to withdraw from the Endless Mountains Visitors Bureau.

**BOROUGH SPRING CLEAN UP DAY – May 3**

Smalser made the motion to approve obtaining a 12 yard container from Northern Tier Solid Waste Authority for the electronic equipment. Woodruff second. All approve.

**GANNON INS- Steve Sumner (Adam Dietz workmen's comp claim denial)**

Sumner as gotten the denial claim reversed and all bills will be paid.

**DRIVEWAY ORDINANCE-** Tabled until the May meeting

**MAINSTREET REVITALIZATION PROJECT**

Bradley contacted Rachel Hauser on the status of the grant application and has had no reply.

**BOROUGH PARK TREES**

Brown Hill Tree Company removed five trees from the Borough Park at the cost of \$4600. Arborist Jon Brown will be contacted about trimming the young trees at the Park.

Bradley gave Council an update on the feral cat situation in the Borough. She has the container of Feral Stat. The Animal Care Sanctuary in East Smithfield has offered to come to the Borough and have a one-day spay/neuter clinic at the cost of \$35 per cat. They just need a building where this can be held.

Phil Brewer from the Laceyville Borough was present to discuss the Police Department. He asked Council if they would like to have weekend and night time coverage. Also, Brewer quizzed Council on their feelings about the DOT program.

President Anderson called an Executive Session to discuss personnel issues in reference to Auditor business and to discuss investment options with a financial advisor via telephone conference. The Executive Session was from 8:45 p.m. – 9:25 p.m.

Woodruff made the motion to adjourn the meeting. Smalser second. All approve. The meeting dismissed at 9:25 p.m.

**WYALUSING BOROUGH COUNCIL  
MONTHLY MEETING  
MAY 5, 2014**

Wyalusing Borough Council held their monthly meeting at the Wyalusing Borough Hall on May 5, 2014. Those in attendance were: Mayor Jean Reinhart, George Anderson, Kelly Bradley, Gary Woodruff, John Smalser, Scott Snyder, Rhonda McCarty, Dale Grover, Chief of Police Scott Perry, Dave Keeler, Susan Burgess, and Phil Brewer. 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**

**ARBOR DAY PROCLAMATION**

Mayor Reinhart proclaimed the month of April as Arbor Day. An arborist was hired to trim the trees at the Borough Park.

**POLICE REPORT**

Chief Perry reported that there have been two arrests: one for paraphernalia and one for domestics. Perry left at 7:30 p.m.

**POLICE CONTRACT**

Phil Brewer, Laceyville Borough Mayor, presented a tentative new work schedule for the borough police. Chief Perry stated that the police do not have a contract with Laceyville Borough; therefore the police set their own working hours.

President Anderson called an Executive Session to discuss personnel issues in reference to the police contract. The Executive Session was held from 7:08 p.m.-7:24 p.m.

The May 7, 2014 to May 7, 2015 police agreement was presented by Mayor Reinhart. The terms are at the rate of \$50.00 per hour, at a minimum of 80 hours and a maximum of 100 hours per month, to include patrol and Department of Transportation (DOT as deemed appropriate by Chief Perry), and some night and weekend coverage. Bradley made a motion to approve the 2014-2015 police agreement with the Laceyville Borough. Snyder second. Anderson, Bradley, Snyder, and Smalser voted yes. Woodruff voted no.

**CITIZENS COMMENTS AND CONCERNS**

Susan Burgess presented a letter to Council expressing interest in being appointed the next Mayor of Wyalusing.

**APPROVAL OF MINUTES**

**April 7, 2014 Monthly Meeting**

Woodruff made the motion to approve the minutes for the April 7, 2014 Monthly meeting. Smalser second. All approve.

**TREASURERS REPORT**

**APPROVAL TO PAY 35 BILLS** (includes an invoice from Hud's Construction which is not included in the

Treasurer's report)

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

**BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER**

Grover reported that there are 39 stop signs within the Borough that will need to be replaced with the new retro-reflective signs to meet the new PennDot regulations. These signs are on sale at Bradco Supply for \$39.00 each, regular price is \$48.50 each. Grover is asking that Borough residents use heavy duty garbage bags for lawn clippings or use paper bags and that all tree limbs are a maximum of four feet. At the Borough Spring Clean-Up Day there were electronics left at the Borough Park. These should have been placed in the container at the municipal parking lot. Grover will haul these to the Burlington Landfill. The tennis court is ready to be paved. Hud's Construction will install the new basketball hoops. There are problems with individuals, who live in Borough apartments, permanently parking their vehicles in the Municipal Parking Lot. The property at 122 Taylor Avenue was discussed.

**MUNICIPAL AUTHORITY LIAISON**

Anderson reported that PennDot wants to move the fire hydrant in Taylorville. The Borough has water lines in that area. Anderson reported that a man hole on Second Street needs to be lowered.

## **FOSTER CORRESPONDENCE**

Foster's report was reviewed.

### **WATER & SEWER ORDINANCES- Adopt**

The amendments to Ordinances 45 and 52 that allow the Wyalusing Municipal Authority to increase rates were presented for adoption. Woodruff made the motion to adopt the revisions to Chapter 45 Ordinance Amendment- Water and Chapter 52 Ordinance Amendment #2- Sewer Use that will allow WMA to increase rates. Snyder second. All approve.

## **BOROUGH COUNCIL COMMENTS AND CONCERNS**

### **COUNCIL MEMBER BONDS**

Secretary McCarty informed Council Members that the bond applications need to be signed so they can be submitted for processing. In response to a request for clarification on the final paragraph of the application, Steve Sumner explained via email that it simply states if a Council Member steals from the Borough the bonding company will prosecute the Council Member to obtain reimbursement for the funds.

### **SIGNAGE**

This topic was addressed in the Borough Maintenance Worker/Ordinance Enforcement Officer Report

### **DRIVEWAY ORDINANCE**

After much discussion Council decided to not have a formal ordinance. The Ordinance Enforcement Officer will review each case on an individual basis.

### **MAINSTREET REVITALIZATION PROJECT**

Bradley announced that Wyalusing Borough has been awarded the DCED grant in the amount of \$183,422. With the Borough's commitment to provide an equal amount of \$183,422, these combined funds will be used to purchase new sidewalks, trees, benches, lights, and outlets on Main Street.

Snyder made a motion to approve the Wyalusing Borough Council President signing a resolution authorizing and directing the Chairman of the stated project to enter into a grant agreement in the amount of \$183,422 with the Commonwealth of Pennsylvania. Smalser second. All approve.

### **BOROUGH PARK TREES**

An estimate from Brown Hill Tree Company for removing three trees at the Borough Park and crown clean and install a cable support system on a Cherry tree was discussed. Snyder made a motion to approve the Brown Hill Tree Company estimate. Woodruff second. All approve.

### **PS BANK CREDIT CARD**

Anderson suggested increasing the credit limit on the Borough's credit card to \$5,000. Smalser made a motion to increase the credit card limit to \$5,000. Snyder second. All approve.

### **SECRETARY VACATION**

Secretary McCarty submitted a vacation request for the following days: May 15<sup>th</sup>, 16<sup>th</sup>, and 19<sup>th</sup>. Smalser made a motion to approve Secretary McCarty's vacation request. Woodruff second. All approve.

### **JENNIFER WILLIAMSON**

No decision was made in regard to investing with Williamson. Keeler suggested that the Borough offer low interest loans to Borough residents for home improvements.

Bradley made the motion to adjourn the meeting. Woodruff second. All approve. The meeting dismissed at 8:50 p.m.

**WYALUSING BOROUGH COUNCIL  
MONTHLY MEETING  
JUNE 2, 2014**

Wyalusing Borough Council held their monthly meeting at the Wyalusing Borough Hall on June 2, 2014. Those in attendance were: Mayor Jean Reinhart, George Anderson, Kelly Bradley, Gary Woodruff, John Smalser, Scott Snyder, Rhonda McCarty, Dale Grover, Chief of Police Scott Perry, Dave Keeler, Susan Burgess, Herb Gery, Tess Adams, and Pat Roberts. 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 presented a resolution in support of Senate Bill 1340 and House Bill 1272 enabling all municipal police to use the same motor vehicle speed-timing equipment as the Pennsylvania State Police. Pennsylvania State Association of Boroughs and the State Mayors' Association have been working on this project for twelve years. These two organizations are asking our Borough to adopt this resolution in support of these bills. Pennsylvania is the only state in the nation that does not allow municipal police to use radar. Snyder made a motion to approve the resolution in support of Senate Bill 1340 and House Bill 1272. Bradley second. All approve.

Mayor Reinhart read a letter of resignation from Council Member Kelly Bradley. This resignation will be effective July 7, 2014. John and Kelly Bradley are moving to Florida.

**POLICE REPORT**

The Mayor requested an Executive Session to discuss Personnel business in reference to the police work schedule. Anderson granted the Executive Session which was held from 7:03 p.m. to 7:15 p.m. Perry left at 7:30 p.m.

**CITIZENS COMMENTS AND CONCERNS**

***P&G CREDIT UNION- (Tess Adams)***

A representative of the P&G Credit Union, Tess Adams was present to invite the Borough Council and the Municipal Authority to become members of the Credit Union. Adams left at 7:25 p.m.

**MAINSTREET REVITALIZATION**

Herb Gery reported that the grant money is in place to move forward with the project. There are just a few minor details that need to be worked out (choosing species of trees, bench placement) and then the project will be put out for bids and this will be a prevailing wage job. The project will have an estimated start date of August 2014 with a projected completion date of mid November 2014. John Smalser volunteered to oversee the project since Kelly Bradley is moving to Florida. Gery left at 7:30 p.m.

**APPROVAL OF MINUTES**

**May 5, 2014 Monthly Meeting**

Smalser made the motion to approve the minutes for the May 5, 2014 Monthly meeting. Woodruff second. All approve.

**TREASURERS REPORT**

**APPROVAL TO PAY 35 BILLS**

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

***TELEDAIR ESTIMATE (cameras)***

An estimate received from Teledair was discussed. Council is considering purchasing additional cameras to be placed in the Borough. No decision was made. Secretary McCarty will contact Dan Darrow to request that he attend a workshop meeting on June 16 to give a demonstration of the cameras.

**BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER**

Grover reported that the following items were accomplished this month: mulched the playground at the park; municipal parking lot was prepped for paving, paved, and lines for parking spaces were painted; tennis/basketball court at the park was paved, basketball hoops were installed, and lines on the court will be painted soon; contacted Taylor Avenue property owner Bishop about the condition of his property; addressed other eyesores in the Borough on Senate, Gaylord, and Marsh Streets, paved Second Street where potholes were repaired, and Borough residents are still leaving tree branches out for pickup that are too long in length.

**MUNICIPAL AUTHORITY LIAISON**

Sludge removal will be handled by Aqua Penn. Electric rates are being reviewed and they may change carriers. The fire hydrant in Taylorville was moved to the other side of the road and water lines to the Brewer Hollow reservoir were capped.

May 27 was the date scheduled for the final phase of the interconnection with east Wyalusing. June 1 new rates for water and sewer usage went into effect. Council asked Snyder to inquire at the next WMA meeting if the authority would donate or sell the dump truck to the Borough.

#### **FOSTER CORRESPONDENCE**

Foster's report was reviewed. Bradley questioned Foster's research on using Borough money to provide low interest loans to Main Street business owners for property improvements. UDAG money can be used for loans. Royalty money cannot be used for loans. Bradley questioned who the William Kerr is that Foster has had correspondence with.

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

##### ***2013 Act 13 Funds***

The Borough will receive \$31,666.36 on June 1.

##### ***WVFD FIREWORKS PERMIT FOR CARNIVAL AUG 12-16, 2014***

Bradley made a motion to approve the WVFD fireworks permit for the 2014 carnival. Snyder second. All approve.

##### ***LINES BY LOU ESTIMATE***

An estimate for painting lines on the basketball court at the park in the amount of \$350.00 was discussed and an estimate for painting lines on Borough streets in the amount of \$2,905.00 was discussed. Smalser made a motion to approve Lines By Lou painting lines on the basketball court and the Borough streets. Bradley second. All approve.

##### ***INVESTMENT OPTIONS***

After consulting with PSAB and attorney Foster the Borough cannot invest taxpayer money in annuities. Money can only be invested in certificate of deposits, treasury bills, and government bonds. Secretary McCarty will call local banks for certificate of deposit rates.

##### ***SECRETARY- vacation request July 9-16***

Woodruff made a motion to approve Secretary McCarty's vacation request July 9 to 16. Snyder second. All approve.

Anderson called an executive session for personnel reasons in regard to the police department work schedule. The executive session was held from 8:25 p.m. to 8:40 p.m. Keeler, Grover, Roberts, and Burgess left at 8:25 p.m.

Snyder made the motion to adjourn the meeting. Woodruff second. All approve. The meeting dismissed at 8:40 p.m.

**WYALUSING BOROUGH COUNCIL  
MONTHLY MEETING  
JULY 7, 2014**

Wyalusing Borough Council held their monthly meeting at the Wyalusing Borough Hall on July 7, 2014. Those in attendance were: George Anderson, Gary Woodruff, John Smalser, Scott Snyder, Rhonda McCarty, Dale Grover, Chief of Police Scott Perry, Dave Keeler, Susan Burgess, Pat Roberts, Phil Brewer, Steve Lewis, Matt Chamberlin, and Gary Rouse. Bradley 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.

**RESIGNATION OF MAYOR**

Anderson read a letter of resignation from Mayor Reinhart. She is resigning for personal reasons. Reinhart served on the Borough Council for 11 years and as Mayor for 4 ½ years. The resignation is effective June 30, 2014. Woodruff made a motion to accept the resignation of Mayor Reinhart. Smalser second. All approve.

**NOMINATIONS FOR MAYOR**

Anderson asked for nominations for Mayor. Woodruff nominated Susan Burgess for the position of Wyalusing Borough Mayor. Anderson asked if there were any other nominations. There were no additional nominations. Woodruff made a motion to close the nominations. Snyder second. All approve. Anderson called for a vote. Anderson, Woodruff, Smalser, and Snyder voted yes. Burgess accepted the position as the Mayor of Wyalusing. Pat Roberts had submitted a letter of intent for the Mayor position, also.

**MAYOR RECEIVES OATH OF OFFICE**

Notary Dale Grover gave the Mayor Oath of Office to Susan Burgess. Congratulations were given and photographs were taken.

**RESIGNATION OF VACANCY BOARD**

Susan Burgess submitted a letter of resignation from the vacancy board. Smalser made a motion to accept Burgess' resignation. Woodruff second. All approve.

**WYALUSING AREA SOCCER ASSOCIATION**

Steve Lewis, representative for the soccer association, was present. He asked for Council's approval for the soccer association to use the Borough Park fields for practice and games. The soccer season is from August 1 to November 1, 2014. Practice is throughout the weekdays with games being played on Sunday. Anderson reminded Lewis that proof of insurance is required. Lewis responded that the insurance is active, as it runs from September to September, and a new certificate will be provided to the Borough in September. Smalser made a motion to allow the soccer association to use the Borough Park for the 2014 season. Snyder second. All approve.

**APPROVAL OF MINUTES**

**June 2, 2014 Monthly Meeting**

Smalser made the motion to approve the minutes for the June 2, 2014 Monthly meeting. Snyder second. All approve.

**MAYORS REPORT**

**POLICE REPORT**

Laceyville Police asked to use the Mayor's office at the Wyalusing Borough, temporarily, until Laceyville acquires a Certificate of Occupancy for their new building. Council replied no.

**CITIZENS COMMENTS AND CONCERNS**

Keeler asked Council and Mayor Burgess to consider removing Officer Chamberlain from the contract and banning him from patrolling in the Borough. Keeler's request is in response to Officer Chamberlain being caught selling his own AK-47 rifle in the Wyalusing Borough while on active duty here.

Woodruff questioned Officer Perry as to the number of speeding tickets that have been issued this month. Officer Perry responded with one.

Woodruff also asked Mayor Burgess to review the monthly police report and require them to record the time they start and finish working at the Wyalusing Borough every day.

Woodruff asked if night time hours are currently being covered in the Borough. Night time hours were requested when the contract was renewed in May. Mayor Burgess will address this.

**TREASURERS REPORT**

**APPROVAL TO PAY 29 BILLS**

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

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

Vestal Asphalt performed the crack sealing on Borough streets on July 5. Piles of asphalt/gravel are being removed from the town dump on Riverside Drive. Grover questioned if Council members are eligible to receive this material. Council does not have a problem with Council members receiving it. Three new grates have been installed.

Bishop's submitted an estimate of \$24,625 to pave the parking lot at the Borough Park. This will include re-grading, roll & prep, 3 inches of middle grade pavement, and curbing on the side towards the pavilion. The area is 10,582 square feet and requires 197 tons of material. Woodruff made a motion to approve the paving of the Borough Park parking lot. Snyder second. All approve.

Discussion then turned to the extreme low shoulder on Taylor Avenue as a result of the recent paving by PennDot. Grover will contact Joe Saxe at PennDot. Stop signs have been installed. Bradford County Prison inmates assisted with the installation.

## **RIVERSIDE DRIVE DUMP**

Council decided that any tree that is cut within the Borough can be placed in the Riverside Drive dump.

## **MUNICIPAL AUTHORITY LIAISON**

Snyder reported that the WMA was hit with two large expenses in the past month: \$4,500 to Burgess Construction for relocating piping in Taylorville near PennDot's new storage area & \$4,500 to LB Water for relocating a fire hydrant at the same location. The Welles Mountain reservoir is scheduled to be drained & treated to prevent water stagnation. WMA approved allocating \$12,000 to finish the piping and water meters for the east Wyalusing project. Having problems with the DodgeCo apartments & Taylorville pumping stations, old pipes are leaking, and electrical control problems. There was discussion about the need to establish a call list of companies/individuals that would be available to shut off water at the curb when there is a leak.

## **FOSTER CORRESPONDENCE**

Foster's report was reviewed. Woodruff asked what the total lawyer expense is to date. Secretary McCarty stated that the total is \$11,182 as of July 2014.

## **BOROUGH COUNCIL COMMENTS AND CONCERNS**

### **BOROUGH COURTYARD GARDENER**

Council discussed reinstating Sandy Myhand on the Borough payroll. She has been paid as a sub-contractor to do weeding/pruning at the Borough courtyard. Woodruff made a motion to reinstate Sandy Myhand on the Borough payroll. Smalser second. All approve.

### **CHESAPEAKE ELECTRONIC FUNDS TRANSFER OPTION**

Council decided not to participate in the electronic funds transfer.

### **WVFD PERMIT FOR CARNIVAL AUG 12-16, 2014**

Smalser made a motion to approve the WVFD parade scheduled on Wednesday, August 13, 2014. Woodruff second. All approve.

### **P & G CREDIT UNION- (Tess Adams)**

Smalser made a motion to approve the Wyalusing Borough becoming a member of the P&G Credit Union, which will, also, allow Borough, Municipal Authority, and Cemetery employees to become members. Snyder second. All approve. An account will be opened at the P&G Credit Union for the Main Street Revitalization Project and \$184,000 will be transferred from the UDAG Fund State Farm Money Market account to this account. This amount is the borough's share in a matching fund grant to pay for the Main Street renovations.

### **INVESTMENT OPTIONS**

Smalser made a motion to invest \$400,000 of Borough funds, \$80,000 of UDAG funds, and \$100,000 of Cemetery funds in laddered & structured certificate of deposits with Ameriprise Financial. Woodruff second. All approve.

Anderson stated that years ago the Borough borrowed \$50,000 from the Cemetery Fund to pay bills. Mayor Burgess, also, agreed that she remembers this happening. Smalser made a motion the Borough pay back the \$50,000 to the Cemetery Fund. Snyder second. All approve.

## **RESOLUTION TO AUTHORIZE INVESTMENT SIGNERS**

Snyder made a motion to approve a resolution naming the Borough Council President and the Borough Secretary/Treasurer as authorized signers for the Ameriprise Financial accounts. Woodruff second. All approve.

## **RESOLUTION- STATE FARM BANK ACCOUNT AUTHORIZED SIGNERS**

Snyder made a motion to approve a resolution naming the Borough Council President and the Borough Secretary/Treasurer as authorized signers for the State Farm Bank accounts. Woodruff second. All approve.

## **MAINSTREET REVITALIZATION**

Smalser reported that there are three easements that need to be signed.

**TELEDAIR ESTIMATE (cameras)**

Smalser made a motion to approve purchasing two additional cameras for the Borough Building area and two additional cameras for the Borough Park area at a total cost of \$3,124. Snyder second. All approve.

**OVERNIGHT PARKING IN MUNICIPAL PARKING LOT- Kelly White letter**

Council agreed that overnight parking will be allowed.

**COUNCIL MEMBER KELLY BRADLEY'S RESIGNATION LETTER**

Snyder made a motion to accept Council Member Kelly Bradley's resignation letter. Woodruff second. All approve. Grover, Keeler, Lewis, Roberts, and Rouse left at 8:29 p.m.

Anderson called an executive session at 8:29 p.m. for personnel reasons in regard to the police department in determining a degree of discipline for a current officer. The executive session ended at 8:40 p.m.

Snyder made a motion to ban Officer Matt Chamberlain from patrolling in the Borough for at least one year. Woodruff second. All approve.

Snyder made the motion to adjourn the meeting. Woodruff second. All approve. The meeting dismissed at 8:45 p.m.

**WYALUSING BOROUGH COUNCIL  
MONTHLY MEETING  
AUGUST 4, 2014**

Wyalusing Borough Council held their monthly meeting at the Wyalusing Borough Hall on August 4, 2014. Those in attendance were: Susan Burgess, George Anderson, Gary Woodruff, John Smalser, Scott Snyder, Rhonda McCarty, Dale Grover, Dave Keeler, Herb Gery, Gary Rouse, and Joan Cashin. 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.

**NOMINATIONS FOR COUNCIL MEMBER**

Anderson asked for nominations for the vacant Council position. Woodruff nominated Gary Rouse and Smalser nominated Joan Cashin for the position of Wyalusing Borough Council Member. Anderson asked if there were any other nominations. There were no additional nominations. Snyder made a motion to close the nominations. Smalser second. All approve. Anderson called for a vote. Woodruff and Smalser voted yes, Anderson and Smalser voted no, Mayor Burgess broke the tie with a yes vote for Rouse. Rouse accepted the position as Council Member.

**ROUSE RECEIVES OATH OF OFFICE**

Notary Dale Grover gave the Oath of Office to Rouse. Congratulations were given and photographs were taken.

**MAYORS REPORT**

Mayor Burgess attended the State Mayors' Convention. She reported that the topic of conversation was drugs and police.

**POLICE REPORT**

Effective July 18 Wyalusing Borough has had no local police coverage. State Police have responded to 14 incidents in the Borough.

**MAIN STREET REVITALIZATION- Bid openings**

Herb Gery reported that there were no bids submitted for the Main Street Project. Gery suggested that Council postpone bidding until early Spring. Smalser made a motion to advertise for bids again in January 2015. Snyder second. All approve

**HERB GERY-P&G CREDIT UNION- new building**

Gery reported that P & G Credit Union are in the initial stages of constructing a new building along Route 6 by Wyalusing Auto Parts (NAPA). The two story residential home located there will be razed for the new construction.

**CITIZENS COMMENTS AND CONCERNS**

**APPROVAL OF MINUTES**

**July 7, 2014 Monthly Meeting**

Woodruff made the motion to approve the minutes for the July 7, 2014 monthly meeting. Smalser second. All approve.

**TREASURERS REPORT**

**APPROVAL TO PAY 25 BILLS**

Woodruff made the motion to approve to pay the bills as presented. Smalser second. All approve.

**BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER**

Received payment for a parking ticket, still hauling material out of the dump, three tree limbs need to be trimmed on Bridge Street, Community Service Worker helped clean State Street, and a homeowner at the corner of Second & Marsh Street is putting in a sidewalk & would like to have the fire hydrant moved. Grover has asked for a quote for relocation cost. Several drain grates have been repaired.

**MUNICIPAL AUTHORITY LIAISON**

Snyder had nothing to report.

**LEATHERSTOCKING GAS COMPANY LLC**

Smalser suggested that Russell Miller be contacted and invite him to attend a workshop meeting. Council needs to know if natural gas is still coming to the Borough.

**FOSTER CORRESPONDENCE**

Foster's report was reviewed.

**BOROUGH COUNCIL COMMENTS AND CONCERNS**

**GANNON INSURANCE- Steve Sumner**

Secretary McCarty will contact Steve Sumner to attend the August 18<sup>th</sup> or 25<sup>th</sup> workshop meeting to discuss insurance renewal.

**BRADFORD CO TOURISM PROMOTION AGENCY- Motion not to approve their resolution**

Smalser made a motion not to approve the Bradford County Commissioners resolution to create a tourism agency (Bradford County Tourism Promotion Agency). Woodruff second. All approve.

**CLEAN WATER ACT- Approve resolution opposing the expansion of federal control**

Smalser made a motion to approve the resolution opposing the expansion of federal control under the Clean Water Act. Snyder second. All approve.

**AMERIPRISE FINANCIAL**

Secretary McCarty reported that \$580,000 has been invested in certificate of deposits with Ameriprise Financial and nine accounts have been created in Quickbooks to track these investments. A checking account has been opened at the P&G Credit Union with an initial deposit of \$184,000.

**EMPLOYER'S ENERGY ALLIANCE OF PA**

Wyalusing Municipal Authority has requested to change from a variable rate of electricity to a fixed rate. The Borough & Municipal Authority currently have an agreement with NRG through Employer's Energy Alliance as their electric supplier. Secretary McCarty has contacted Chuck Jenkins at Employer's Energy Alliance of PA (a subsidiary company of Manufacturer & Business Association) for information regarding this and is waiting for information from him.

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

**WYALUSING BOROUGH COUNCIL  
MONTHLY MEETING  
SEPTEMBER 2, 2014**

Wyalusing Borough Council held their monthly meeting at the Wyalusing Borough Hall on September 2, 2014. Those in attendance were: Susan Burgess, George Anderson, Gary Rouse, Gary Woodruff, John Smalser, Scott Snyder, Rhonda McCarty, Dale Grover, Dave Keeler, Brett Jayne, Brian Keeler, and Tom Miller. 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**

**POLICE REPORT**

Mayor Burgess met with Laceyville Mayor Brewer and a new police work schedule was created. Chief Perry reported three incidents in the Borough and the State Police attended to fourteen incidents.

**CITIZENS COMMENTS AND CONCERNS**

**LARRY ROBERTS- Wine Festival Parking**

Larry Roberts submitted a letter to Council asking for permission to use the area behind the Cemetery to park vehicles of Wine Festival attendees. Rouse made a motion to approve this request. Smalser second. All approve.

**BRIAN KEELER**

Brian Keeler voiced his dissatisfaction of the razing of the historic home on Route 6 where the P&G Credit Union will relocate and build a new office. He stressed the importance of preserving historic buildings in the Borough. Keeler asked Council if the building, next to his property that Smith's Personal Care Home residents use as a smoking area, could be relocated since the smoke blows into his open windows. Council suggested that he speak to the owner of the care home. Keeler left at 7:18 p.m.

**BRETT JAYNE- RTL**

Jayne thanked Council for the use of the Borough Park and give them a \$500 donation. Smalser made a motion to approve the RTL using the Borough Park for the Spring 2015 ball season. Snyder second. All approve. Jayne left at 7:30 p.m.

**TOM MILLER**

Miller thanked Council for the use of the Borough Park for the annual Firemen's Carnival. The second attempt to locate the water leak on Main Street was not successful. Miller left at 8:00 p.m.

**APPROVAL OF MINUTES**

**August 4, 2014 Monthly Meeting**

Smalser made the motion to approve the minutes for the August 4, 2014 monthly meeting. Rouse second. All approve.

**TREASURERS REPORT**

**APPROVAL TO PAY 26 BILLS**

Woodruff made the motion to approve to pay the bills as presented. Smalser second. All approve.

**BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER**

Borough Park parking lot has been paved by Bishop Brothers. The John Street guiderails will be replaced soon as part of the Agility Program.

**MUNICIPAL AUTHORITY LIAISON**

Snyder reported that the Authority is asking \$22,600 for their dump truck. They have a tractor for sale, also. There is a fire hydrant on Marsh Street that needs to be relocated. Authority is asking that the \$1625 quarterly rent that is paid to the Borough for office space be abolished. Snyder made a motion to abolish the quarterly rent. Rouse second. All approve.

**FOSTER CORRESPONDENCE**

Foster's report was reviewed.

**BOROUGH COUNCIL COMMENTS AND CONCERNS**

**KUHARCHIK**

Secretary McCarty stated that the annual preventative maintenance on the traffic signal has been completed.

**GANNON INSURANCE**

Woodruff made a motion to accept the September 2014-September 2015 insurance renewal. Snyder second. All approve.

**EMPLOYER'S ENERGY ALLIANCE OF PA**

Discussed information received on fixed rates for electricity. Rouse will study this information and report to Council at the next monthly meeting.

**SECRETARY MCCARTY RESIGNATION**

Snyder made a motion to accept Secretary McCarty's resignation. Rouse second. All approve.

**JOANNE VAGO**

Snyder made a motion to hire Joanne Vago as the Wyalusing Borough Secretary effective September 2, 2014. Woodruff second. Anderson, Snyder, Woodruff voted yes. Smalser and Rouse abstained.

Anderson called an executive session at 8:57 p.m. for personnel matters to discuss the secretary job description. The executive session ended at 9:13 p.m.

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

WYALUSING BOROUGH COUNCIL MONTHLY MEETING  
Wyalusing Borough Hall  
October 6, 2014 @ 7:00pm

**Council Members Attending:** George Anderson, President; Gary Woodruff, John Smalser, and Scott Snyder

**Council Members Absent:** Gary Rouse

**Others:** Susan Burgess, Mayor; Dale Grover, Ordinance Enforcement, Borough Maintenance; Joanne Vago, Secretary

**Public:** David Keeler

George Anderson, President called the meeting to order at 7:00pm and led the Pledge of Allegiance. He acknowledged the use of a digital voice recorder. The new Borough secretary, Joanne Vago was introduced. The President also mentioned the meeting held on September 29, 2014 regarding the geothermal test well at Wyalusing Meadows

**Mayor's Report:**

Mayor Burgess expressed concern about some of the houses on Taylor Avenue regarding sanitation and living conditions. It was suggested that photos be taken and examined for safety issues and that the borough's ordinances covering trash and junk be enforced. It was also suggested that Chief Scott Perry should contact these residents and take note on the living conditions.

Mayor Burgess also noted the traffic has slowed down on Route 6 in front of the Plaza due to the police patrols and the radar speed limit sign on Route 6 indicating the speed of the vehicle. Arrow United has granted permission for the Borough to cut down sumac trees along Route 6 near the Borough sign on Arrow's property.

**Police Report:**

Mayor Burgess reported that Scott Perry worked the month of September. One telephone call was received from a disgruntled resident that was resolved by Chief Perry. Perry is working from 3:00 - 7:00pm Tuesday, Wednesday and Thursday and from 7:00pm – 11:00pm Friday and Saturday. He was called out on 9 domestic issues during the past month. He issued 4 traffic citations.

**Citizen Comments and Concerns:** Dave Keeler asked about the Special Meeting held on the geothermal test well at Wyalusing Meadows.

**Approval of Minutes:**

The Minutes of the September 2, 2014 meeting were reviewed by the Council members. John Smalser made the motion to accept the Minutes as presented. Gary Woodruff seconded the motion and it was unanimously carried by voice vote.

**Treasurer's Report:**

The motion to pay the 54 bills presented to the Council was made by John Smalser. Scott Snyder seconded the motion and it was unanimously carried by voice vote. The Treasurer's Report was reviewed by the Council members. The President accepted the report and it was filed for audit.

**Borough Maintenance/Ordinance Enforcement Officer Report:**

The guiderails job has been completed by PennDot. Inmates from Bradford County Correctional cleaned the storm drains. The Borough trucks and the skidsteer have been serviced and are ready for

winter. There is a drain on Church Street that is plugged. The issue has been discussed with PennDot and will try and resolve by October 14, 2014. The new Billy Goat vacuum is in operation and will be used to pick up leaves for free, providing they are raked to curbside. This service will continue until the second Monday in November. He is also looking into the possibility of inmates from BCCF to help with the cleanup projects.

#### **Wyalusing Municipal Authority Liaison Report:**

Scott Snyder reported that periodic replacement of water meters is in process. The reopening of Century Farm Meats took longer than expected and resulted in an unexpected water shutoff. A policy has been subsequently established to notify residents of a water shutoff no matter the reason or how long it is expected to take. The first systematic flushing of the Borough's water system will take place sometime before the end of the year. The pressure producing control will be replaced at the Park well. William Looney has been hired as the water meter reader. Earl Lewis has resigned from the WMA effective December 31, 2014. An agreement was made to buy a 2011 F-550 dump truck for \$15,000 and eliminate the rent the WMA pays for space in the Borough's garage for a period of 10 years. Topics to discuss at next meeting are lack of local contacts, no one to contact in an emergency, meter reading, overflow concerns.

#### **Foster Correspondence:**

Jonathan Foster's report was reviewed.

#### **Borough Council Comments and Concerns:**

**Budget Meetings:** Budget Meetings will be held on October 20, 2014 and October 27, 2014 at the Borough Hall beginning at 7:00pm. Jane Dietz will attend the meetings. Pension Plan funding of \$7,393 due by December 14, 2015 will be included in the budget.

**Floodplain Management Ordinance:** The Floodplain Management Ordinance had been discussed previously and the final version is submitted for approval. John Smalser made the motion to approve The Floodplain Management Ordinance as presented. Gary Woodruff seconded the motion and it was unanimously carried by voice vote.

**Floodplain Administrator:** The agreement for Code Inspections, Inc. to act as the third party administrator for the Floodplain Management Ordinance was reviewed. Gary Woodruff made the motion to accept the agreement as presented. John Smalser seconded the motion and it was unanimously carried by voice vote.

**Berkheimer Resolution:** Resolution 10(2)-2014 was presented authorizing the office of the Borough Secretary/Treasurer to make requests and to receive tax information and records from Berkheimer. Gary Woodruff made the motion to approve Resolution 10-2014 as presented. Scott Snyder seconded the motion and it was unanimously carried by voice vote.

**Ameriprise Resolution:** Resolution 10-2014 was presented authorizing the office of the President of the Council and the Borough Secretary/Treasurer to sign documents and receive information on the Borough investments. John Smalser made the motion to approve the resolution as presented. Gary Woodruff seconded the motion and it was unanimously carried by voice vote.

**People's State Bank Resolution:** People's State Bank Resolution authorizing the addition of Joanne Vago as a signatory on all People's State Bank accounts was presented. Gary Woodruff made the motion to approve the resolution as presented. Scott Snyder seconded the motion and it was unanimously carried by voice vote.

**Aaron Hovan Proposal:** Aaron Hovan is the attorney specializing in gas lease and royalty payment verification process. He submitted a proposal to continue with the process. No indication as to time involved. Will hire and keep an eye on the time and money involved.

**Senator Yaw Community Outreach:** The Council approved the use of the Wyalusing Borough Council Conference Room the first and third Thursday of each month from 10:00am to 11:30am for community outreach.

**Employer's Energy Alliance of PA:** In the absence of Gary Rouse, George Anderson reported that we will remain with First Energy Solutions.

**Purchase of WMA Dump Truck:** Scott Snyder made the motion to take over the responsibility of the Wyalusing Municipal Authority's dump truck for the amount of \$15,000. John Smalser seconded the motion and the motion was carried unanimously by voice vote.

**Picnic Tables:** There was a discussion regarding replacement of 21 picnic tables at the Borough park pavilion. Several possible places were discussed. The Council authorized Dale Grover to obtain pricing information and to consider the possibility that some of the tables can be repaired.

**Geothermal Permit:** Attempts to gather information as to what to charge for this permit are ongoing.

The President called an Executive Session at 8:20pm to discuss personnel matters. The Executive Session ended at 8:35pm.

Scott Snyder made the motion to adjourn the meeting, Gary Woodruff seconded the motion. The meeting was adjourned at 8:35pm.

Submitted by,

Joanne Vago, Secretary

**WYALUSING BOROUGH COUNCIL**  
**SPECIAL MEETING**  
**October 20, 2014**

A Special Meeting was held on October 20, 2014 at 6:00pm in the Wyalusing Borough Hall. The meeting was called to order by the President, George Anderson.

**Members Attending:** George Anderson, Gary Woodruff, Gary Rouse, John Smalser, and Scott Snyder

**Others:** Susan Burgess, Mayor; Jane Dietz and Joanne Vago

**2015 Budget:**

The purpose of the meeting was to begin preparation of the 2015 Budget. The initial input was discussed and made for the General Fund, Cemetery Fund, State Fund and UDAG.

**Concrete Pipe Repair**

Following discussion, a motion was made by Scott Snyder to approve and pay the bid request from Mar-Allen for \$6,500 and the permit required for the repair from Larson Design Group in the amount of \$5,000 so that work can begin on the culvert repair and to reaffirm that it is part of the motion made and approved at a Special Meeting on February 27, 2012 regarding the award of the drainage bids. The motion was seconded by Gary Rouse and was carried by voice vote.

The meeting adjourned at 8:35pm.

Submitted by:

Joanne Vago, Secretary

**WYALUSING BOROUGH COUNCIL**  
**SPECIAL MEETING**  
**October 22, 2014**

A Special Meeting was held on October 22, 2014 at 10:00am in the Wyalusing Borough Hall. The meeting was called to order by the President, George Anderson.

**Members Attending:** George Anderson, Gary Rouse

**Others:** Susan Burgess, Mayor; Aaron Hoven, Jonathan Foster, Sr., Jennifer Williamson, and Joanne Vago

**Aaron D. Hovan**

The purpose of the meeting was to receive an update on the gas lease and royalty payment verification process. The two main issues he will address are: (1) determine the correct acreage owned and (2) determine whether Wyalusing Borough is being paid the correct amount. He will require copies of the Division Orders and the monthly checks received. Attorney Hoven will be submitting a formal Retainer Agreement and Contract for Legal Services to be approved by the Council.

**Concrete Pipe Repair**

Following discussion, a motion was made by Scott Snyder to approve and pay the bid request from Mar-Allen for \$6,500 and the permit required for the repair from Larson Design Group in the amount of \$5,000 so that work can begin on the culvert repair and to reaffirm that it is part of the motion made and approved at a Special Meeting on February 27, 2012 regarding the award of the drainage bids. The motion was seconded by Gary Rouse and was carried by voice vote.

The meeting then went to Executive Session at 10:40am. Aaron Hovan and Jennifer Williamson left the meeting at 10:40am.

The meeting adjourned at 11:30am.

Submitted by:

Joanne M. Vago  
Secretary/Treasurer

WYALUSING BOROUGH COUNCIL SPECIAL MEETING  
Wyalusing Borough Hall  
October 27, 2014 @ 7:00pm

**Council Members Attending:** George Anderson, President; Gary Rouse, Scott Snyder and Gary Woodruff

**Council Members Absent:** John Smalser

**Others:** Susan Burgess, Mayor; Joanne Vago, Secretary

George Anderson, President called the meeting to order at 7:00pm. He acknowledged the use of a digital voice recorder.

**2015 Budget:**

The first draft of the 2015 Budget was distributed. Following a discussion, an additional \$4,600 was added to the Cemetery Budget. The pension allocation was included in the General Fund budget and the estimated 2015 Liquid Fuel allocation was added to the budget. The updated budget will be presented to the Council at the November 3, 2014 meeting.

**Resolution 10(3)-2014:**

A resolution establishing a permit for a geothermal test well permit was presented. After discussion, Gary Woodruff made the motion to accept the resolution as presented. The motion was seconded by Scott Snyder and approved by voice vote. There is still a need to establish a fee schedule for the permit.

**Aaron Hovan Retainer Agreement and Statement for Legal Services:**

The Retainer Agreement and Statement for Legal Services was presented. Discussions as to the scope of the legal services are recorded in the Special Meeting Minutes of October 22, 2014 and the Monthly Council Meeting of October 3, 2014. The motion was made to accept the Retainer Agreement by Gary Woodruff and seconded by Gary Rouse. The motion was carried by voice vote.

The meeting adjourned at 7:50pm.

Submitted by,

Joanne Vago, Secretary



WYALUSING BOROUGH COUNCIL MONTHLY MEETING  
Wyalusing Borough Hall  
November 3, 2014 @ 7:00pm

**Council Members Attending:** George Anderson, President; Gary Rouse, John Smalser, Scott Snyder, and Gary Woodruff

**Others:** Susan Burgess, Mayor; Dale Grover, Ordinance Enforcement, Borough Maintenance; Joanne Vago, Secretary

**Public:** David Keeler

George Anderson, President called the meeting to order at 7:00pm and led the Pledge of Allegiance. He acknowledged the use of a digital voice recorder.

**Mayor's Report:**

Mayor Burgess reported a quiet month overall. She reported that the Meadows' Project would be gearing up in March. There will be a need for names for three streets and the Mayor suggested that there be a contest for all residents to name these streets. The names should have some historical background. The Council agreed to the contest, the details to be worked out.

**Police Report:**

Mayor Burgess reported that Scott Perry worked 100 hours during the month of October. No citations were given. It was reported that there have been people in the park late at night. Dale Grover will check on the lights in the park to make sure they are in working order.

**Citizen Comments and Concerns:** None

**Approval of Minutes:**

The Minutes of the October 6, 2014 monthly meeting, the Special Meetings held on October 20, 22, and 27th were reviewed by the Council members. There were no corrections to the Minutes and they were accepted by the President as presented.

**Treasurer's Report:**

The motion to pay the 47 bills presented to the Council was made by John Smalser. Gary Rouse seconded the motion and it was unanimously carried by voice vote. The Treasurer's Report was reviewed by the Council members. The President accepted the report and it was filed for audit.

**Borough Maintenance/Ordinance Enforcement Officer Report:**

Dale Grover reported that he has received good feedback from Borough residents on the vacuuming of leaves. Dale met with Dustin Cobb at Wyalusing High School regarding the picnic tables. They will build 6 new tables if we supply the material for \$100 per table. They can begin in May. CC Allis will provide the materials and they will deliver to the High School. Dale was asked to also look into composite material for the tables. Inmates helped with the leaves and cleaned up by the Plaza so that the sign can be seen. Cleaned the municipal garage and now has room for two trucks. Salt has been delivered and there are 9 pallets available if anyone wants them. Dale also expressed the need for tool boxes for the two trucks. The question was raised as to the Borough plowing driveways for some of the elderly residents. The Council agreed that this should not be done.

**Wyalusing Municipal Authority Liaison Report:**

Scott Snyder reported from the October 14, 2014 meeting of the Authority. There was a discussion about Wyalusing Meadows to address the sprinkler system in the lawn and the fire hydrants – the Authority will need to bear the cost of the initial testing. It will cost \$11,000 for the flushing of the Borough’s water system that will take place in November 2014. It is estimated that the cost for Aqua Penn is \$131K since February 2013. There is still on-going discussion as to the lack of local contacts, who to contact in an emergency, meter reading, overflow concerns. DEP is currently looking at overflows and will fine.

**Foster Correspondence:**

Jonathan Foster’s report was reviewed. Foster will be advised to discontinue work on the Sunshine Law.

**Borough Council Comments and Concerns:**

**Bradford County Veterans:** Letter received from Bradford County Veterans was reviewed. The currently policy of the Council is not to contribute to solicitations.

**McDonald Law Firm Meeting:** The Borough Secretary/Treasurer attended the meeting on October 16, 2014 at the request of the George Anderson. The notes from the meeting were reviewed by the Council. There was no decision made as to the Borough’s participation.

**Selection of Auditor:** Four proposals were presented to the Council members ranging in price from \$5,500 to \$9,000. John Smalser made the motion to accept the proposal by EFP Rotenberg for \$5,500 for the 2014 audit. Gary Woodruff seconded the motion and it was carried unanimously by voice vote.

**State Farm Resolution:** State Farm Resolution was presented authorizing the Borough Secretary/Treasurer to sign documents and receive information on the Borough Investments. Gary Woodruff made the motion to approve the Resolution as presented. John Smalser seconded the motion and it was unanimously carried by voice vote.

**Peoples State Bank Resolution:** People’s State Bank Resolution was presented authorizing George Anderson, the President of the Council, Dale Grover, Ordinance Enforcement and Maintenance, and Joanne Vago, Borough Secretary/Treasurer to be issued credit cards for Wyalusing Borough. Gary Woodruff made the motion to approve the resolution as presented. Scott Snyder seconded the motion and it was unanimously carried by voice vote.

**Approval to Advertise the 2015 Wyalusing Borough Budget:** The draft 2015 Wyalusing Borough budget was presented. There will be no tax increase. The budget will be available at the Borough office for inspection for 10 days. Gary Woodruff made the motion to advertise the 2015 Wyalusing Borough Budget announcing the availability of budget for inspection for 10 days at the Borough Office. Gary Rouse seconded the motion and it was unanimously carried by voice vote.

**2014 Quickbooks Class:** The Council approved Joanne Vago’s attendance at the 2014 Quickbooks Class to be held on November 14, 2014 in Towanda, PA.

**Support for Annual Report Filings:** The Council approved Stacy Hart to provide as-needed support to the Borough Secretary/Treasurer for the 2014 required State filings.

**Main Street Project:** John Smalser reported that it will go out for bid after December for 7 or 8 weeks. There is a 2016 deadline.

Scott Snyder made the motion to adjourn the meeting, John Smalser seconded the motion. The meeting was adjourned at 8:15pm.



WYALUSING BOROUGH COUNCIL MONTHLY MEETING  
Wyalusing Borough Hall  
December 1, 2014 @ 7:00pm

**Council Members Attending:** George Anderson, President; Gary Rouse, John Smalser, Scott Snyder, and Gary Woodruff

**Others:** Susan Burgess, Mayor; Dale Grover, Ordinance Enforcement & Borough Maintenance; Joanne Vago, Secretary, Herbert Gery, Gery Engineering

**Public:** David Keeler

George Anderson, President called the meeting to order at 7:00pm and led the Pledge of Allegiance. He acknowledged the use of a digital voice recorder.

**Mayor's Report/Police Report:** Mayor Burgess reported that it was a busy month. Most of the police time was sent patrolling, training, and VASCAR. There was one arrest warrant, 1 7-hr. investigation and 1 6-hr. medical emergency. Scott Perry is still doing 3pm -7pm, three days per week and 7pm – 11pm, two days per week.

**Citizen Comments and Concerns:** None

**Main Street Revitalization Project - Herbert Gery:** Herbert Gery of Gery Engineering reported that since there were no bidders on this project earlier in the year because of timing, bids for the project should be re-submitted in January, with the contracts awarded in February and work beginning in March or April. The bids will open at 11:00am on January 5, 2015 closing at 11:00am on January 26, 2015, and will be awarded at the regular monthly meeting in February. The project includes new sidewalks, trees, and benches and the milling and resurfacing of Main Street. It will take 4-6 months to complete. The project is funded by the PA Department of Community and Economic Development matching fund grant. The motion to re-advertise the bid for this project in The Rocket Courier, The Daily Review and Dodge Report was made by John Smalser and seconded by Gary Rouse. The motion was unanimously carried by voice vote.

**Approval of Minutes:**

The Minutes of the November 3, 2014 monthly meeting were reviewed by the Council members. There were no corrections to the Minutes and they were accepted by the President as presented.

**Treasurer's Report:**

The motion to pay 36 bills presented to the Council was made by Gary Rouse. Scott Snyder seconded the motion and it was unanimously carried by voice vote. The Treasurer's Report was reviewed by the Council members. The President accepted the report and it was filed for audit.

**Borough Maintenance/Ordinance Enforcement Officer Report:**

Dale Grover reported that most of the month was spent in picking up leaves assisted by prison inmates and George Anderson. He reported six full truckloads on the last day. The salt spreader is working well after being repaired and is ready for winter. The detailed report was distributed to the Council members.

### **Wyalusing Municipal Authority Liaison Report:**

Scott Snyder reported from the November 11, 2014 meeting of the Authority. William Looney has quit because he did not feel that the Authority was responsive to the meter issues. The call in list has been completed with Chris Woodruff, Dale Grover and possibly Hud Ellis participating. The major topic was grease accumulation and getting active with the Ordinance to have grease traps. There is a push to have the Ordinance be mandatory. Aqua Penn has said that the Welles Reservoir has been emptied and will be demolished. Flushing has started. An auditor has been identified and the first draft of the 2015 budget was discussed. Penelec has threatened higher rates due to excessive usage.

### **Correspondence:**

Jonathan Foster's report was reviewed. The Secretary will check with Foster to see how long the projects in process will take and the estimated completion date.

Letters from Wyalusing Rainbow Club thanking the Council and Dale Grover for the projects completed during 2014, FEMA acknowledging receipt of the Borough's Floodplain Management Ordinance, a letter from the PA General Assembly regarding additional copies of the Borough Code, a letter regarding the Borough News subscription and those who would like to receive it, and a letter from Larson Design Group regarding the Culvert Repair Project, were reviewed.

### **Old Business:**

**McDonald Law Firm Chesapeake Litigation:** Wyalusing Borough decided to participate in the Chesapeake Litigation with McDonald Law Firm. John Smalser made the motion to join the Chesapeake litigation with McDonald Law Firm. The motion was seconded by Gary Woodruff and the motion was unanimously carried by voice vote.

### **New Business:**

#### **Municipal Authority Discussion:**

Council members expressed concern regarding the contract with Aqua Penn. The Municipal Authority has spent \$111K this year and that a \$300,000 money market balance has dropped to \$120,000. After discussion, it was decided that the council attend the Authority's next meeting to be held on December 9, 2014. The Aqua Penn contract is due to be negotiated in February 2015.

**Memorial Light at Pavilion:** Susan Burgess stated that the Lioness Club would like to contribute to a new light on pole with a plaque, installed at the Pavilion in memory of Kathryn Huffman. Dale Grover will contact Penelec regarding process. A discussion regarding the light for signs – solar light with battery and fixtures is \$1,300 to \$1,400. Need to find a local representative/distributor.

**Adoption of Wyalusing Borough 2015 Budget:** Gary Rouse made the motion to approve the final 2015 Borough Budget which was unchanged from the draft that was available at the Borough office for 10 day inspection. The motion was seconded by John Smalser and unanimously approved by voice vote.

**2015 Council/Authority Meeting Schedule and 2015 Committees:** After discussion regarding the September meeting conflict with the Municipal Authority, it was decided to change the September meeting to Tuesday, September 1, 2015. Gary Woodruff made the motion to approve the 2015 Council/Authority Meeting Schedule and the 2015 Borough Council Committees as presented. Gary Rouse seconded the motion and it was unanimously carried by voice vote.

**2015 Municipal Authority Budget:** The 2015 budget for the Municipal Authority was presented. Following a discussion, Scott Snyder made the motion to accept the 2015 Municipal Authority budget as presented. Gary Woodruff seconded the motion and it was unanimously carried by voice vote.

**Wyalusing Municipal Authority New Members:** A motion to approve Cathy Masters, Tony Palermo and Chris Woodruff to serve on the Municipal Authority was made by John Smalser. The motion was seconded by Scott Snyder and it was unanimously carried by voice vote.

**TCC Voting Delegate Appointment:** Susan Burgess volunteered to be the primary voting delegate for the Bradford County TCC and Joanne Vago volunteered to be the First alternate voting delegate.

**Resignation:** The Council accepted the resignation of Sandra Myhand as groundskeeper effective January 1, 2015.

**Bid for Mowing and Trimming:** The Council accepted the bid submitted by Bruce's Lawn Service to provide the Borough with mowing at trimming and the Wyalusing Ball Park and surrounding areas at the same rate as 2014.

The regular meeting adjourned at 8:30pm. The Council then convened the Executive Session which adjourned at 8:50pm.

Submitted by,

Joanne Vago, Secretary

WYALUSING BOROUGH COUNCIL SPECIAL MEETING  
Wyalusing Borough Hall  
December 15, 2014 @ 7:00pm

**Council Members Attending:** George Anderson, President; Gary Rouse, Scott Snyder, and Gary Woodruff

**Council members Absent:** John Smalser

**Others:** Joanne Vago, Secretary, Aaron Hovan and Henk Vanden Hengel and Stephen B. Pendrak a representative from Pentax Natural Gas Company

George Anderson, President called the meeting to order at 7:00pm and led the Pledge of Allegiance. He acknowledged the use of a digital voice recorder.

**Aaron Hovan Update on Gas Royalty Discrepancies:** Aaron Hovan presented a spreadsheet detailing royalty payments. There are no major discrepancies with the exception of Statoil. He suggested that over the next six months, they pursue the Statoil discrepancy with would be an addition 4-5 hours of work. Gary Rouse made the motion to approve an additional 5 hours over the next six months to pursue the Statoil discrepancy. Gary Woodruff seconded the motion and all present approved by voice vote.

**Pipeline Right of Way Agreement:** A representative from Pentax presented a letter that would reassign the Pipeline Right of Way from Pentax to Leatherstocking Gas Company, LLC. A motion was made by Gary Woodruff to approve the reassignment from Pentax to Leatherstocking Gas Company and authorized the President to sign the consent. Scott Snyder seconded the motion and all present approved by voice vote.

**Laceyville Borough Police Agreement:** Following a brief discussion regarding the police situation, Gary Woodruff made the motion terminate the Police Agreement with Laceyville Borough. Gary Rouse seconded the motion and all present approved by voice vote.

**Lawn Mower for the Wyalusing Cemetery:** There was a discussion regarding the purchase price of a lawn mower for the Cemetery. There was an original quote of \$5,000 from Brickhouse which became \$6,200. It was decided to revisit the \$5,000 quote with a possible trade-in of the Craftsman mower and also have Dale Grover do further investigation on the purchase.

Submitted by,

Joanne Vago, Secretary

