

WYALUSING BOROUGH REGULAR COUNCIL REORGANIZATION MEETING  
Wyalusing Borough Hall  
January 2, 2018 @ 7:00pm

The Wyalusing Borough Council held their reorganization meeting at the Wyalusing Borough Hall on Tuesday, January 2, 2018 at 7:00pm. Those in attendance were:

**Council Members:** George Anderson, Josh Kilmer, Gary Rouse, and Josh VanDeMark

**Others:** Susan Burgess, Mayor; Dale Grover, Ordinance Enforcement & Borough Maintenance; and Joanne Vago, Secretary/Treasurer; Scott Snyder, WMA Liaison; Micah Dietz, Prospective Council Member

**Public:** Dave Keeler (Rocket-Courier), Coy Gobble (The Daily Review), and Michael Peter (General Code)

Mayor Burgess led the Pledge of Allegiance and called the meeting to order at 7:00pm. The Mayor acknowledged the use of a digital voice recorder.

The Mayor called for nominations for the office of Council President. There were 2 nominations, Josh Kilmer and Gary Rouse. Gary Rouse withdrew from consideration. The Mayor called for the vote, which was unanimous and Josh Kilmer was elected President. The Mayor then called for nominations for the office of Vice President. There was one nomination, Josh VanDeMark. The Mayor called for the vote which was unanimous and Josh VanDeMark was elected Vice President.

Josh Kilmer, President called the regular meeting to order at 7:25pm.

Following a short discussion, a motion was made by Josh VanDeMark and seconded by Gary Rouse to reaffirm the retention of the current solicitor, auditor, Open Records Officer, Emergency Management Coordinator, Zoning Officer, Borough Secretary/Treasurer. Josh VanDeMark made the motion, seconded by George Anderson to appoint Gary Rouse, WMA Liaison; Gary Rouse made the motion, seconded by Josh VanDeMark to appoint Scott Snyder as Chair of the Vacancy Board; Gary Rouse made the motion, seconded by Josh VanDeMark to appoint George Anderson as COG Representative. The motions were carried unanimously by voice vote.

A motion was made by Josh VanDeMark, seconded by Gary Rouse to reappoint Code Inspections, Inc. and the Code Enforcement Officer. The motion was carried unanimously by voice vote. A motion was made by Gary Rouse and seconded by George Anderson to authorize payment of Payroll and any necessary bills on a semi-monthly basis. The motion was carried unanimously by voice vote. Motion to approve the current fee schedule as presented to

Council and attached to these Minutes was made by Gary Rouse and seconded by Josh VanDeMark. The motion was carried unanimously by voice vote.

The 2018 budget will not be reopened at this time.

**Citizen's Comments and Concerns:** None

**Approval of Minutes:** The Minutes of the December 5, 2017 Council meeting were reviewed by Council members. There were no corrections to the Minutes as presented. Josh VanDeMark made the motion to accept the Minutes as presented, seconded by Gary Rouse. The motion was carried unanimously by voice vote.

**Treasurer's Report:** Gary Rouse made the motion to pay the bills as presented, seconded by Josh VanDeMark. The motion was carried unanimously by voice vote. The Treasurer's Report was reviewed by Council members. The President accepted the report and it was filed for audit.

**Borough Maintenance/Ordinance Enforcement Officer Report:** The detailed monthly report was previously distributed to the Council members. Dale Grover reported that on December 8, 2017 there was an incident of vandalism at the Borough Park. The State Police were notified. Rich Sherman has delivered the mower for the Cemetery; received a new load of salt in preparation for any winter storms.

**Foster Correspondence and Report:** Jonathan Foster's report and invoice were reviewed by Council members. Additionally, (1) a motion was made by George Anderson and seconded by Gary Rouse to approve Resolution 2018-2 prepared by the solicitor to renew the Contractor Registration Fees for 2018. The motion was carried unanimously by voice vote. (2) The Council declared the position of Tax Collector vacant and presented the Tax Collector Agreement prepared by the solicitor that will allow Council to appoint Ashley Hunsinger, elected Wilmot Township Tax Collector, to collect taxes for Wyalusing Borough. A motion was made by Josh VanDeMark to appoint Ashley Hunsinger as Tax Collector for Wyalusing Borough and to sign the Tax Collector Agreement with Wilmot Township. The motion was seconded by Gary Rouse and carried unanimously by voice vote. The Tax Collector Agreement will ultimately be incorporated in an Ordinance and advertised at a later date. (3) Jonathan Foster is retiring as Bradford County Solicitor.

**Wyalusing Municipal Authority Liaison Report:** Scott Snyder stated for the first time that there are no meter issues and that more samples were needed from the Welles Mill reservoir.

**Correspondence:** The following correspondence was reviewed by Council members:

- (1) **Notice from PA Department of Labor and Industry.** Bidding thresholds for Boroughs for 2018 – Public Bid - \$20,100; Telephonic/Written Bids - \$10,900.
- (2) **COG Meeting.** Thursday, January 4, 2018 at Stoll Center in Wysox, PA.

- (3) **2017 Gas Lease Royalties.** Spreadsheet with gas royalties' information was distributed to Council.
- (4) **Wyalusing Park Master Plan and Trail Feasibility Study.** Meeting Notes from December 5, 2017 meeting. Steering Committee meeting on January 10<sup>th</sup> at 9:00am and public meeting on January 17<sup>th</sup> at 5:30pm.
- (5) **DEP Southwestern Energy.** LMIP Meeting at Herrick Township Fire Hall on November 14, 2017 Minutes.
- (6) **Wyalusing Chamber of Commerce.** Invitation to attend their January 17, 2018 meeting.

Michael Peter from General Code discussed the codification of the Borough Ordinances and the range of services they offer. Mr. Peter will get further information from the Borough Secretary and come up with a formal presentation for Council.

**New Business:**

- (1) **Adopt Ordinance 60 to Vacate Chestnut Street.** Gary Rouse made the motion to adopt Ordinance 60 as presented. The motion was seconded by Josh VanDeMark and carried unanimously by voice vote.
- (2) **PS Bank Resolution.** A motion to approve an updated resolution to PS Bank for signatures on all PS Bank accounts was made by Josh VanDeMark and seconded by Gary Rouse. The motion was carried unanimously by voice vote.
- (3) **Resolution 2018-1.** A motion to approve Resolution 2018-1 to appoint Bradford County TCC Voting Delegate and Alternate was made by Josh VanDeMark, seconded by Gary Rouse and carried unanimously by voice vote.
- (4) **Borough Park Cameras.** George Anderson volunteered to work with Josh VanDeMark and Gary Rouse on assessing the need for additional cameras and upgrades at Wyalusing Borough Park and will report back to Council.
- (5) The Stiffler McGraw Proposal has been cancelled.

The Council meeting adjourned at 8:40pm for an Executive Session. The Regular Meeting reconvened at 8:55pm. A motion was made and seconded to increase pay for Mike Davis to \$15.75/hour and Dale Grover to \$18.50/hour. The motion was carried unanimously by voice vote.

The meeting adjourned at 9:00pm.

Submitted by,

Joanne Vago  
Secretary/Treasurer

