

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
January 7, 2019 at 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on January 7, 2019 at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Gary Rouse, and Josh VanDeMark.

Absent: George Anderson

Others: Susan Burgess, Mayor, Dale Grover, Ordinance Enforcement & Borough Maintenance, and Joanne Vago, Secretary/Treasurer

Public: James Lowenstein (Rocket-Courier) and Samuel Bennett (Daily Review)

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

Josh Kilmer announced that George Anderson is planning to resign effective with this meeting, but the letter has not been signed. On behalf of the Council, he thanked Mr. Anderson for his 20 years of service both as Council President and for assistance with the public works matters in the Borough. He also stated that an Executive Session was held on Thursday, December 20, 2018 to discuss personnel matters – no action was taken.

Mayor's Report: The Mayor reported on police activity: 12 Incidents: 1 false alarm, 1 welfare check, 1 see Officer, 1 traffic warrant served, 1 public intoxication, 2 hit & run crashes, 1 non-reportable crash, 1 drug possession, 1 domestic dispute – nonphysical, and 1 disturbance. Directions on how to proceed with the creek effort will be forthcoming in January.

Citizen's Comments and Concerns: None

Approval of Minutes: The Minutes of the December 10, 2018 rescheduled Regular Meeting were distributed previously and reviewed by Council members. Micah Dietz made the motion to accept the Minutes as reviewed, seconded by Josh VanDeMark. The motion was carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented. The motion was seconded by Josh VanDeMark and 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. Also reported was (1) Penn Dot has requested that the "Downtown Wyalusing" sign by Sanford & Sons be removed. It will be

replaced at some point with another sign conforming to Penn Dot requirements. Dale is in discussions with Penn Dot, (2) permits for the stream crossing at Brewer Hollow have been obtained – Milnes Engineering is working on this project, (3) the Gaylord Avenue parking issue has been resolved, (4) new truck is at Bradco, probably another 4-5 weeks before ready, (5) light is out at the pump house – Hud Ellis will get a lift and put in LED light, probably this week, (6) the Township asked Dale about 3 ash trees that are dead and about to fall. Dale will ask JJ Carpenter for an estimate to remove.

Foster Correspondence and Report: Jonathan Foster’s report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: Gary Rouse said same as reported at last Council meeting.

Correspondence: The following correspondence was reviewed by Council members:

- (1) Bradford County Floodplain information – only one property is affected in Wyalusing Borough.
- (2) Copy of letter regarding Wyalusing Meadows PILOT tax assessment for 2018. Apparently the money for the Borough is held in escrow and will be released at some point.
- (3) Wyalusing Chamber of Commerce Minutes – November 20, 2018. Discussions are still underway for them to move out of the office in the Borough Hall.
- (4) Letter from Wyalusing Area Friends of the Arts requesting donation.
- (5) Letter from Brice C. Paul, Esq. regarding Sheriff’s Sale of Real Property on 19 Canal Street (Voda) – the Borough has lien on property for 2016, 2017, and 2018 property taxes.
- (6) Letter to Landy & Rossetti, PLLC from Jonathan Foster re: T-W Zoning Amendments.
- (7) Email from Elizabeth Burgess regarding establishing an “off the leash” dog park. May consider as part of the creek/trail project.
- (8) Email from Greg Dibble regarding bidding thresholds for 2019.

New Business:

- (1) The engagement letter from HallockShannon, PC was received and signed by the Council President and Borough Secretary.
- (2) The Wyalusing Municipal Authority budget for 2019 was presented to Council for approval. A motion to approve the 2019 Municipal Authority Budget was made by Josh VanDeMark and seconded by Micah Dietz. The motion was carried unanimously by voice vote.
- (3) A letter prepared by Jonathan Foster to Norfolk Southern Corporation offering \$5,000 for use of their property in connection with the trail/creek project was presented. It was proposed to use it as an “in kind” donation for the matching fund

requirement. The motion to send the letter to Norfolk Southern Corporation was made by Josh VanDeMark and seconded by Gary Rouse. The motion was carried unanimously by voice vote.

- (4) An ordinance amending Chapter 44, Vehicles & Traffic affecting parking on Marsh Street was presented. Micah Dietz made the motion to approve the ordinance as presented and to advertise for adoption at next meeting. Josh VanDeMark seconded the motion and it was carried unanimously by voice vote.
- (5) Two letters from the Wyalusing Valley Volunteer Fire Department were presented: (1) requesting a permit for shooting fireworks in the Borough in connection with the Firemen's Celebration in August, and (2) requesting use of the Borough Park for the Firemen's Celebration for the weeks of July 21 and 28 and the weeks of August 4, 11, and 18, with everything cleared off the park by August 23, 2019. A motion to approve both requests was made by Josh VanDeMark and seconded by Gary Rouse. The motion was carried unanimously by voice vote.

Old Business:

- (1) Business cellphones were discussed. Several questions need to be resolved before a final decision is made. The Borough Secretary will contact the Verizon representative and get the questions resolved by the next Council meeting

An Executive Session was convened at 7:50pm to discuss personnel matters. The Executive Session adjourned at 8:00pm and the regular session as adjourned at 8:05pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
February 4, 2019 at 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on February 4, 2019 at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Gary Rouse, and Josh VanDeMark.

Others: Susan Burgess, Mayor, Dale Grover, Ordinance Enforcement & Borough Maintenance, Steven Lewis (Prospective Council Member), and Joanne Vago, Secretary/Treasurer

Public: James Lowenstein (Rocket-Courier) and Samuel Bennett (Daily Review)

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

Josh Kilmer announced that George Anderson submitted his letter of resignation from Council on January 9, 2019, effective January 7, 2019. Micah Dietz made the motion to accept the resignation, seconded by Josh VanDeMark. The motion was carried unanimously by voice vote. Steven Lewis was appointed to the vacant office and was sworn in by Mayor Burgess.

Mayor's Report: The Mayor reported on police activity: 10 Incidents: 2 - theft by unlawful taking; 2 – see Officer; 1 – drug possession; 1 – non-reportable crash; 1 – simple assault; 3 – motor carrier inspection. Still awaiting information on DCED grant.

Citizen's Comments and Concerns: None

Approval of Minutes: The Minutes of the January 7, 2019 Regular Meeting were distributed previously and reviewed by Council members. Josh VanDeMark made the motion to accept the Minutes as reviewed, seconded by Micah Dietz. The motion was carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented. The motion was seconded by Josh VanDeMark and 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. Also reported: (1) Chuck Howard has asked about the Canal Street/Route 6 vacant lot. He would like to put a motor home or travel trailer and a shed on this property. And if that was approved would also be interested in the Voda property to turn into a B&B. The motor home/shed would require a special variance and would need to go before the Zoning Hearing Board. Dale will relay this information. (2) Asked

about storing cinders. After a short discussion it was decided to obtain cinders from another municipality if needed. (3) There was a discussion regarding a Sea container for bulk salt. It is \$3600 for a new one and is 20' by 8 ½' high. The thought is to put it in the corner of the municipal lot. Further information will be forthcoming at the next meeting. (4) There are currently no markers at the cemetery which can cause a problem with burials if Mike is not available. This is especially true for Section 6. Gary Rouse and Dale Grover will report more at the next meeting.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: Gary Rouse reported that the Authority is still working on the agreement for well drilling and that a cover came off and someone drove over it and damaged their car.

Correspondence: The following correspondence was reviewed by Council members:

- (1) Completeness Report – Brewer Hollow Crossing
- (2) GWCC Invitation to General Membership Meeting on 2/7/2019 and GWCC Meeting Minutes from 12/20/2018
- (3) More information on Floodplain proposed changes
- (4) DCNR Grant Information for 2019
- (5) Storb Environmental Incorporated – Downstream Notification and Public Notice
- (6) GTP – Annual Downstream Notification
- (7) 2019 Pennsylvania Elections – Important Dates to Remember
- (8) Letter regarding Liquid Fuels Audit 2018
- (9) Letter from Norfolk Southern Corporation and Foster response
- (10) Tract Engineering PLLC – Annual Downstream Notification

New Business:

- (1) Ameriprise CD for \$59,000 that matured on 1/28/2019 will be rolled over along with the interest.
- (2) A motion to adopt the amendment to Ordinance 44 Vehicles & Traffic regarding Marsh Street was made by Micah Dietz and seconded by Gary Rouse. The motion was carried unanimously by voice vote.
- (3) The Statement of Financial Interest forms that are due May 1, 2019 were distributed.
- (4) A motion to approve the Borough Council Committees was made by Micah Dietz and seconded by Gary Rouse. The motion was carried unanimously by voice vote. The COG representative was left blank for the moment.

Old Business:

- (1) Business cellphones were again discussed. Josh VanDeMark made the motion to approve 3 business cell phones on a monthly trial basis. The motion was seconded by Micah Dietz and carried unanimously by voice vote.
- (2) The Personnel Handbook is still pending.

The meeting was adjourned at 7:40m

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
March 11, 2019 at 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on March 11, 2019 at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse

Absent: Josh VanDeMark

Others: Dale Grover, Ordinance Enforcement & Borough Maintenance and Joanne Vago, Secretary/Treasurer

Public: James Lowenstein (Rocket-Courier) and Robert Tuttle (RTL)

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

Mayor's Report: In the absence of the Mayor, the President presented the following police report: 12 Incidents: 3 –Hit & Run Crashes, 4 – False Alarms, 1 – Theft, 1 – Disturbance/Noise Complaint, 1 – Abandoned Vehicle, and 2 – Domestic Disputes.

Citizen's Comments and Concerns: Robert Tuttle requested the use of the Borough Park for RTL and will reimburse the Borough \$500.00 for use of the lights. He also mentioned they were considering replacing the small shed with a larger shed for concession use. He said that this was about a year away and would submit any plans to the Council for approval. Micah Dietz made the motion to approve the use of the Borough Park for the 2019 season. The motion was seconded by Gary Rouse and carried unanimously by voice vote.

The President also presented an email from Jason Boatman, President of Wyalusing Area Friends of the Arts regarding their 3rd Annual Artisan and Music Festival. They requested permission to shut down Main and Bridge Street on June 15, 2019 from 6:30am to 5:30pm. They will obtain the special event permit from PennDot. Gary Rouse made the motion to approve the request, seconded by Steven Lewis. The motion was carried unanimously by voice vote.

Approval of Minutes: The Minutes of the February 4, 2019 Regular Meeting were distributed previously and reviewed by Council members. Steve Lewis made the motion to accept the Minutes as reviewed, seconded by Micah Dietz. The motion was carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented. The motion was seconded by Steve Lewis and 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. Also reported: (1) the new truck (2019 Ford F350) is here, (2) discussion regarding storage for salt. Price to side the building and do a roof would be \$6,250 as quoted by Hud Ellis. The price includes labor. The Sea container would be approximately \$3,600. A motion was made by Gary Rouse to purchase the Sea container and build a shed around it for NTE \$10,000, seconded by Micah Dietz and carried unanimously by voice vote. The date for completion to be coordinated with Hud Ellis. (3) there was a short discussion regarding a totem pole currently at Pen Mart. Is the Borough interested in putting it in the Borough Park? This would be a good Eagle Scout project. Chuck Howard will contact Pen Mart regarding disposition. (4) the F-250 truck is available for sale. Ad will be placed in the MuniBid News to see if another Borough/Township would be interested. Price discussed between \$4-\$5K. (5) Dale will get a price on a 48" mower for the cemetery.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: No report.

Correspondence: The following correspondence was reviewed by Council members:

- (1) PSAB Update
- (2) Bike Tourism Workshops – March 15, 2019 Wyalusing
- (3) DuPont Downstream Notification
- (4) Mansfield University – Public Safety Training Institute Request for Funds
- (5) Email re: NIMS Overview – Thursday, April 11, 2019 at 6:30pm
- (6) Notice of Liquid Fuels Payment - \$24,782.00 deposited 3/1/2019

New Business:

- (1) Discussion regarding Ameriprise CD for \$52,000 that matured on 3/1/2019. Motion made by Gary Rouse and seconded by Steve Lewis to roll over the \$52,000. Interest to be sent to the Borough. The motion was carried unanimously by voice vote.
- (2) Sugar Creek RV Park Request awaiting Jonathan Foster's recommendation.
- (3) DCNR Grant Conference Call on March 20th at 11:00am. Any Council member available, please attend.
- (4) The information on LED lights for the Borough received from Penelec was reviewed by Council members. It is free to change to LED as well as labor. Gary Rouse to

pursue this change. Street by Felter Way is dark and needs a light – approximate cost \$1,600. Gary Rouse will report at next meeting.

Old Business:

- (1) Business cellphones were received and are currently being activated.
- (2) The Personnel Handbook is still pending.
- (3) General Code should have Editorial and Legal Analysis completed by mid-March.
- (4) Chamber of Commerce given until May 1, 2019 to move out of the Borough Hall.

The meeting was adjourned at 7:50pm

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
April 1, 2019 at 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on April 1, 2019 at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Dale Grover, Ordinance Enforcement & Borough Maintenance and Joanne Vago, Secretary/Treasurer

Public: James Lowenstein (Rocket-Courier) and Samuel Bennett (The Daily Review)

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

Mayor's Report: The Mayor presented the following police report: 1 PFA Violation, 1 Harassment, 2 See Officer Calls, 1 Erratic Driver Complaint, 1 Hit and Run Crash, 1 Reportable Crash, 1 Patrol Check (requested property check), 2 Disturbance/Noise Complaint Calls, 1 Suspicious Vehicle, 1 Welfare Check. The Mayor also reported on the DCNR Conference Call regarding the Creekside Grant on March 20th. Awaiting proposal from Hunt Engineering.

Citizen's Comments and Concerns: None

Approval of Minutes: The Minutes of the March 11, 2019 rescheduled Regular Meeting were distributed previously and reviewed by Council members. Micah Dietz made the motion to accept the Minutes as reviewed, 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. The motion was seconded by Josh VanDeMark and 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. Also reported: (1) Steve Kehoe of PennDot will present pricing on milling out and adding 1 ½ inches of new material for various streets in the Borough. This will likely be a costly project and will need to be part of a 10-year plan. (2) Price on 48" mower for the cemetery will be approximately \$3688.90, plus \$1500.00 for upgrades. Trade-in value \$1,800.00. Question as to the total price to repair was addressed. Dale will get that information and let Council members know before a final decision is made. (3) Hud Ellis can work on the container shed the second week in April. (4) The street light replacement project was discussed. Dale and Gary went to PennDot and checked out different

wattage LED lights. The Council decided to start with replacing 12 lights, possibly around the ballpark and Riverside Drive with 90W bulbs, although depending on location, wattage may go up or down. Pole numbers will also be verified. A motion was made by Josh VanDeMark to replace 12 streetlights in an area to be determined by Dale Grover at a wattage to be determined based on the location selected. The motion was seconded by Micah Dietz and carried unanimously by voice vote. (5) Community Day at the Borough Park, April 12, 2019. (6) The F250 truck has been placed on MuniBid and will be ended before the next Borough Council Meeting. The highest bid received at this point is \$3100.00. (7) The prep for the new playground equipment will be completed this week. The site is a 33x33 area that will be marked out. (8) Still in discussion with solicitor regarding the Chuck Howard proposal for a "tourist cabin". (9) Doug Walton will begin survey next week of the cemetery. (10) More ash trees need to be removed - will determine how many need to be removed and make decision based on that.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: Sewer tanks have been cleaned.

Correspondence: The following correspondence was reviewed by Council members:

- (1) District 3-0 Municipal Services Spring Newsletter (information on Real ID)
- (2) Wyalusing Borough Historic District Grants Available
- (3) New Fortress Energy Vendor Meet and Greet – April 3, 2019
- (4) Community Impact Session – May 14, 2019
- (5) CoStars News Release
- (6) Liquor License Fee Distribution
- (7) Wyalusing Chamber of Commerce Meeting Minutes – February 22, 2019
- (8) Bureau of Recreation and Conservation Bulletin
- (9) PSAB Update

New Business:

- (1) Discussion regarding yearly maintenance of traffic signals letter received from PennDot. A motion was made by Steve Lewis to contract with Kuharchik Construction for the yearly maintenance of traffic signals as well as response maintenance on same signals. The motion was seconded by Micah Dietz and carried unanimously by voice vote.
- (2) Wyalusing Borough Spring Cleanup will be held Saturday, May 18, 2019. A motion was made to utilize the 25 yd garbage truck moving around town option for the cleanup. The motion was seconded by Gary Rouse and carried unanimously by voice vote.

- (3) There was a discussion regarding the three CD's that mature in July 2019. A motion was made by Gary Rouse and seconded by Josh VanDeMark to rollover the two General Fund CDs and the one Cemetery CD that mature in July 2019. The motion was carried unanimously by voice vote.
- (4) After a brief discussion, a motion was made by Micah Dietz that the Borough Secretary Treasurer make the necessary transfer of funds to dormant accounts so as not to incur a service charge. The motion was seconded by Steve Lewis and carried unanimously by voice vote.
- (5) Council approved the 5/20/2019 – 5/30/2019 vacation request of the Borough Secretary/Treasurer.

Old Business:

- (1) Sugar Creek Tourist Cabin discussion is in process.
- (2) The Personnel Handbook is still pending.
- (3) General Code should have Editorial and Legal Analysis is complete and the deadline for the response from the Borough is August 20, 2019.
- (4) Playground project discussed previously.

The meeting was adjourned at 8:15pm for an Executive Session.

The Executive Session adjourned at 8:40 with no action taken.

The regular meeting was adjourned at 8:45pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
May 6, 2019 at 7:00pm

An Executive Session was called to order at 6:00pm by the President. Several real estate issues were discussed. There was no action taken and the Executive Session adjourned at 6:45pm.

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on May 6, 2019 at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Dale Grover, Ordinance Enforcement & Borough Maintenance and Joanne Vago, Secretary/Treasurer

Public: James Lowenstein (Rocket-Courier) and Samuel Bennett (The Daily Review)

Josh Kilmer, President led the Pledge of Allegiance and called the meeting to order at 7:00pm. He acknowledged the use of a digital voice recorder. The President stated that an Executive Session had been held at 6:00pm to discuss several real estate issues. There was no action taken.

Mayor's Report: The Mayor reported that she has been in contact with a representative from the Norfolk Southern Railroad regarding leasing a parcel of land in connection with the Creekside Project grant. Norfolk Southern had told the Borough to begin negotiations with Leigh Railway, LLC. Negotiations are ongoing. Jonathan Foster is working on the deed recording the property grant, which is a first step in this project.

Citizen's Comments and Concerns: Mr. Petlock submitted a letter to Council requesting the use of the Borough Park for the 2019 soccer season. Steven Lewis made the motion to approve the request, seconded by Micah Dietz. The motion was carried unanimously by voice vote.

Approval of Minutes: The Minutes of the April 1, 2019 Regular Meeting were distributed previously and reviewed by Council members. Steve Lewis made the motion to accept the Minutes as reviewed, seconded by Micah Dietz. The motion was carried unanimously by voice vote.

Treasurer's Report: Josh VanDeMark made the motion to pay the bills as presented. The motion was seconded by Gary Rouse and 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. Also reported: (1) the salt container has

arrived, (2) the new playground unit has been installed, (3) the emergency drain issue on Taylor Avenue has been resolved, (4) On April 12th, the Boy Scouts cleaned up the Borough Park, (5) Doug Walton continues to work the surveying issue in Section 6 of the cemetery. There is a concern regarding the trees at the edge of the section. Dale will get an estimate for their removal, (6) the new mower is in transit, (7) brief discussion regarding time limits for parking in the Municipal Lot. The discussion was tabled, (8) Sean Girven wants to put a 26x52 manufactured home on lot. He will be directed to Amanda Cooley for building code/permit.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: Milnes Engineering attended the last meeting to discuss the sewer expansion. Authority is ready to apply for grants. Project will likely take two years.

Correspondence: The following correspondence was reviewed by Council members:

- (1) Opening Day for Trails
- (2) CoStars Newsletter
- (3) Information on Floodplain Insurance
- (4) PA Route 6 Alliance Information
- (5) Eastern COG Minutes – April 4, 2019
- (6) GWCC Minutes – March 21, 2019 Meeting
- (7) Energy Transfer Request for Information
- (8) Equinor – Minimum balance check issuance
- (9) Bureau of Recreation and Conservation Bulletin
- (10) Email from Penelec regarding 2019 Tree Trimming Program
- (11) Letter – Tina Pickett regarding Senior Citizens' Expo
- (12) Letter – WASD Superintendent regarding State of District May 13, 2019 @ 6:00pm

New Business:

- (1) Discussion regarding HR Bill 349 requesting municipalities to have more than one third-party administrator of the UCC. Council will consider a resolution opposing the request that will be voted on at the June 2019 meeting.
- (2) Discussion regarding adopting a resolution regarding Right To Know Requests to seek relief from serial requestors. Council will consider a resolution seeking relief from serial requestors at the June 2019 meeting.
- (3) Steve Lewis asked if the Borough cleans the storm drain boxes. The Borough does clean those within the Borough. The State is responsible for those that run parallel to the State streets.
- (4) Micah Dietz brought up the problem with woodchucks that various property owners were having. Doug Thompson will be contacted to see if he has a solution.

- (5) Josh Kilmer announced a Webinar that Jonathan Foster will be sitting in on regarding code enforcement officers' authority to issue tickets. The Webinar is scheduled for May 9, 2019.

Old Business:

- (1) Jonathan Foster will send a letter to Chuck Howard stating that his proposed Sugar Creek Tourist Cabin does not meet the Borough's zoning ordinance.
- (2) The Personnel Handbook is still pending.

The meeting was adjourned at 7:40pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
June 3, 2019 at 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on June 3, 2019 at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Dale Grover, Ordinance Enforcement & Borough Maintenance and Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier) and Samuel Bennett (The Daily Review)

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

Mayor's Report: The Mayor reported that there were 13 State Police calls in April and 15 State Police calls in May 2019. Working with Chris Wood of Hunt Engineering on a better plan for the Creek Project and doing the paperwork for the deed transfer to Wyalusing Borough. Attended the Route 6 Alliance meeting in Wellsboro. They are in the process of designating Route 6 as a federal byway. The Mayor will be attending the Mayor's Conference in June at State College, PA. Notification was received from Carol Goodman that the last four hydrants will be painted during the summer.

Citizen's Comments and Concerns: Warren Howeler (Rocket Courier) introduced himself to members of the Council and other attendees.

Approval of Minutes: The Minutes of the May 6, 2019 Regular Meeting were distributed previously and reviewed by Council members. Steve Lewis made the motion to accept the Minutes as reviewed, seconded by Micah Dietz. The motion was carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented. The motion was seconded by Josh VanDeMark and 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. Also reported: (1) Mike Brady has received approval from PennDot for a driveway on 706, (2) the new mower for the Cemetery was received on May 16th, the two-year old mower has a bent crank and will be repaired, (3) the flag pole in the Cemetery is broken and will need a bucket truck to repair, (4) a lengthy discussion was held regarding a sluice pipe issue on Marcia Eaton's property that was installed

by the former homeowner. Dale Grover will talk the property owners affected and will come up with a cost if the Borough decides to pursue, (5) a discussion was held regarding the trees in the Cemetery – should they be removed? replaced? or some combination. The issue stems from the fact that there should be road between Section 6 and the other property owned by the Cemetery, (6) Hud Ellis is working on the siding/roof for the salt building, (7) the Boy Scouts (Josh Kilmer) will be notified regarding a project for placing/refurbishing a totem pole near Pen Mart and one in Laceyville owned by Dan Dunfee that can also be refurbished - both will be placed in the Borough Park, (8) Dale will talk to Hud Ellis regarding placing solar lights on the Wyalusing sign near 706.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members. There has been no response from Charles Howard regarding the letter from Jonathan Foster.

Wyalusing Municipal Authority Liaison Report: Nothing to report

Correspondence: The following correspondence was reviewed by Council members:

- (1) Eastern COG Minutes – May 2, 2019
- (2) Certified Mail – Letter to Charles Howard from Jonathan Foster
- (3) Gulf Credit Card reduction in credit line
- (4) PennDot Liquid Fuels Forms and Report changes
- (5) Notice of State Police Fines and Penalties Deposit - \$208.44
- (6) Letter from Williams Oil re: Vegetative Maintenance
- (7) Letter from Chesapeake regarding Permit Application for Well Drilling
- (8) PSAB Update

New Business:

- (1) A motion to adopt Resolution 2019-1 opposing HR Bill 349 requesting municipalities to have more than one third-party administrator of the UCC was made by Steven Lewis and seconded by Micah Dietz. The motion was carried unanimously by voice vote.
- (2) A motion to adopt Resolution 2019-2 to seek relief from Requests to seek relief from serial requests and requestors was made by Josh VanDeMark and seconded by Gary Rouse. The motion was carried unanimously by voice vote.
- (3) A motion to ratify the action taken by Council via email to pay Thompson Pest Control \$25/woodchuck up to a maximum of \$500.00 was made by Josh VanDeMark and seconded by Steven Lewis. The motion was carried unanimously by voice vote.
- (4) Discussion regarding the General Code suggestions. Will eliminate Chapter 6 Curfew and Chapter 47 Loitering, will update Chapter 23 Contractors Licenses and Permits to eliminate the \$250 late fee, update Fireworks Ordinance and will decide on Chapter 33 Trees at the next meeting.

- (5) There was a lengthy discussion regarding the streets. Rather than micro-coating as has been done previously, Council requested a 5-year plan be prepared to include all Borough streets that would be milled out and resurfaced during a 5-year period. The initial plan is to include 2nd, 3rd, and School Lane. Dale Grover will coordinate with PennDot to come up with the cost and bid package for this effort as well as a plan for completing the remaining streets and the associated costs. The plan and the bid package will be presented at the next Council meeting in July.

Old Business:

- (1) The Personnel Handbook is still pending.

The meeting was adjourned at 8:10pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
July 1, 2019 at 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on July 1, 2019 at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Dale Grover, Ordinance Enforcement & Borough Maintenance and Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier)

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

Mayor's Report: The Mayor reported that there were 10 State Police calls in June detailed on the July 1, 2019 agenda. Solicitor is still working on the deed transfer of property to the Borough to begin the trail project.

Citizen's Comments and Concerns: There was a short discussion regarding the trash buildup at the Rosencrance property. Jonathan Foster will prepare a letter with a deadline to remove the trash which will be delivered to the property owner by the Code Enforcement Officer.

Approval of Minutes: The Minutes of the June 3, 2019 Regular Meeting were distributed previously and reviewed by Council members. Micah Dietz made the motion to accept the Minutes as reviewed, seconded by Gary Rouse. The motion was carried unanimously by voice vote.

Treasurer's Report: Steve Lewis made the motion to pay the bills as presented. The motion was seconded by Josh VanDeMark and 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. Also reported: (1) there is no cost estimate yet on the sluice pipe issue, (2) Council will meet at the cemetery following the meeting tonight to review the tree issue, (3) Hud Construction contacted a local contractor who may be able to install the solar lights on the Wyalusing sign, report at the next meeting, (4) the door knocker will now be issued in triplicate, (5) Bill Kinney project is nearing completion – top soil and lawn seed delivered.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: Discussions continue regarding the sewer plant expansion.

Correspondence: The following correspondence was reviewed by Council members:

- (1) Letter from BC Commissioners Office regarding opening of 2019 Community Development Block Grant Program. Public hearing on July 11th at 11:30am in Commissioner's Meeting Room if any interest
- (2) EMHR Premier Newsletter
- (3) Results of 2018 Survey of Small Town Municipal Officials
- (4) BC Department of Public Safety – Important Meeting Notice – Action required
- (5) Independent Auditor's Report for 2018

New Business:

- (1) West Wyalusing LLC/Tire Store Application File No. 2019-50 was reviewed by Council and the Code Enforcement Officer. No issues were found. A motion to send a letter to the BC Planning Commission to that effect was made by Micah Dietz and seconded by Steve Lewis. Motion carried unanimously by voice vote.
- (2) There was a discussion regarding security issues at the Borough Hall. We have received a quote from Teledair for \$5,295. The issue of bulletproof glass was discussed and Council decided that a security assessment was needed before deciding on a system. We will need to find a company that does this type of assessment. Will call PS Bank and several others.
- (3) The bid package and advertisement for the initial street work to include 2nd, 3rd, and School Lane was discussed. Council also reviewed the pricing for the remainder of the streets to develop a 5-year plan to complete. Josh VanDeMark suggested adding an addendum to the bid package to include First Street. After some discussion Josh VanDeMark made the motion to add First Street to the bid package and to update the advertisement and the bid package to include First Street. The motion was seconded by Steve Lewis and carried by voice vote. Gary Rouse voted No.

Old Business:

- (1) The Personnel Handbook is still pending.
- (2) Cemetery – Trees (see Borough Maintenance/Ordinance Enforcement Officer Report)

The meeting was adjourned at 8:05pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
August 5, 2019 at 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on August 5, 2019 at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Dale Grover, Ordinance Enforcement & Borough Maintenance and Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier)

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

Mayor's Report: The Mayor reported that there were 9 State Police calls in July and also did 10 motor carrier inspections in the Borough and conducted 9 traffic stops as well. Two additional calls for the June report were a PFA Violation and a non-reportable crash. Solicitors are still working on the deed transfer of property from West Wyalusing LLC to the Borough to begin the trail project. The Mayor also attended the Pennsylvania Mayor's Association meeting at State College, PA. The majority of the discussions were police related.

Citizen's Comments and Concerns: None

Approval of Minutes: The Minutes of the July 1, 2019 Regular Meeting and the Special Meeting on July 22, 2019 were distributed previously and reviewed by Council members. Steven Lewis made the motion to accept the Minutes as reviewed, seconded by Micah Dietz. The motion was carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented. The motion was seconded by Josh VanDeMark and 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. Also reported: (1) Darren Roy from RuralNet called regarding the purchase of a property on Gaylord Street and would like to put a shed on the property. The Council said that since this was zoned Residential that would not be allowed. (2) To replace "Downtown Business" sign would cost \$668 for application fee and probably would not be approved per PennDot representative from Harrisburg, PA. The Borough will not be doing anything to replace the sign at the moment. (3) Sluice pipe on Eaton property has been evaluated by Dale Grover and Dave Burgess. Repair of this pipe will affect

other properties and will help prevent flooding in the Borough. The property owner has agreed to pay one-half of the cost to repair. Gary Rouse made the motion to being the repair of the sluice pipe with a cap on the price of \$6,000.00. The motion was seconded by Josh VanDeMark and carried unanimously by voice vote. (4) There is an issue with the property on 117 First Street owned by M&T Bank. There was a quote from the property manager of approximately \$600 to just mow the lawn. M&T Bank has 5 days to respond. Council decided that since there are Borough Ordinances to clean up properties that present as health hazard and are deemed unsightly, Dale Grover will pursue the cleanup and a lien will be placed on the property for any expenses incurred.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: The school has gone on town water which benefits both the Authority and the School District. They are still working on the Taylorville situation with the well drilling.

Correspondence: The following correspondence was reviewed by Council members:

- (1) Letter from Hill Wallack LLP re: Rosencrance property Sheriff's Sale scheduled for August 28, 2019 at 10:00am
- (2) Request for donation Area Agency on Aging, Inc.
- (3) Email regarding Leatherstocking Natural Gas status – the President suggested that a general notice to the community regarding the Commercial and Residential Applications for natural gas that should be completed by each resident/business indicating the interest in having natural gas in the Borough.
- (4) Co-Stars – Fuel Card Service Agreement for gas and service – discounts on gas up to 15% - the President directed the Borough Secretary to complete the necessary application.
- (5) PLGIT Monthly Market Review
- (6) Solicitors Certification for the Tax Claim Bureau

New Business:

- (1) Three bids were received for the Second Street, West Third Street and School Lane. They were opened by the President – the bids were as follows: Bishop Brothers Construction - \$71,951; Glenn O. Hawbaker, Inc. - \$88,608; and M. R. Dirt, Inc. - \$95,246. Josh VanDeMark made the motion to accept the bid from Bishop Brothers Construction. The motion was seconded by Micah Dietz and carried unanimously by voice vote.
- (2) The resolution (2019-3) to re-open the 2019 budget to accept the Act 13 money was presented to Council. The motion to accept the resolution was made by Steven Lewis, seconded by Micah Dietz and carried unanimously by voice vote.

- (3) There was a discussion regarding Ordinance 33 – Shade Tree Commission. Since there is no longer a Shade Tree Commission, it was recommended that Ordinance 33 be rescinded. A motion to rescind Ordinance 33 – Shade Tree Commission was made by Micah Dietz and seconded by Gary Rouse. The motion carried unanimously by voice vote.
- (4) The Zoning Permit application to Wyalusing Borough by West Wyalusing LLC pertaining to parcel #6011403114000000 was reviewed by Council. In the absence of a Planning Commission, Council recommended moving forward providing Scott Farrell has no issues with the setback described in the application. A motion was made by Gary Rouse, seconded by Steven Lewis to proceed with the application's next steps. The motion was carried unanimously by voice vote.

Old Business:

- (1) Personnel Handbook – the Borough Secretary will send out red-lined changes to the Handbook to Council members for their approval and adoption at the September Regular Council meeting.
- (2) Cemetery – Trees. After a short discussion, a motion was made by Micah Dietz to pull out trees along the newer part of the cemetery and to remove dead trees and prune the remainder along the front part of the cemetery for an amount not to exceed \$7,000. The motion was seconded by Gary Rouse and it was carried unanimously by voice vote.
- (3) CD's – The CD's that matured in July will be rolled over for a three month period (see previous motion made at the Special Meeting, July 22, 2019) until an assessment can be made as to what monies will need to remain liquid. Jennifer Williamson from Ameriprise Financial will be attending the September 3, 2019 meeting.

The meeting was adjourned at 8:15pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
September 3, 2019 at 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on September 3, 2019 at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Dale Grover, Ordinance Enforcement & Borough Maintenance and Joanne Vago, Secretary/Treasurer

Public: David Keeler (Rocket-Courier), Jennifer Williamson (Ameriprise Financial) and John Keeney

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

Jennifer Williamson from Ameriprise Financial gave an update on the Bond market and the types of investments available to municipalities, i.e., Principal-protected structured CD's and Step-Up CD's as possible investment strategies as well as the status of the Borough's investments.

Mayor's Report: The Mayor reported that there were 11 incidents in the Borough requiring the State Police. She also reported that there have been several bear sightings in the Borough. There is nothing to report on the Creek Project since the deed transfer is in the hands of her attorneys.

Citizen's Comments and Concerns: John Keeney would like to place a Little Free Library somewhere in the Borough (information on these libraries is available at <https://littlefreelibrary.org>). After some discussion, he will bring back some plans with the possibility of placing it on the Borough Hall property.

Approval of Minutes: The Minutes of the August 5, 2019 Regular Meeting were distributed previously and reviewed by Council members. Micah Dietz made the motion to accept the Minutes as reviewed, seconded by Steven Lewis. The motion was carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented. The motion was seconded by Josh VanDeMark and 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. Also reported: (1) NTSWA has proposed that they do the street sweeping for the Borough. After a short discussion, Micah Dietz made the motion to contract out the street sweeping to NTSWA for a one-time sweep of all Borough streets in May at a price NTE \$1,000.00. The motion was seconded by Gary Rouse and carried unanimously by voice vote, (2) power washed the outside of the Borough Hall after spraying for spiders. It was decided to professionally spray in the future and add to the 2020 budget, (3) a proposal was received to remove 14 Japanese cherry trees, mill out the stumps, and trim the 14 remaining Japanese cherry trees from J J Carpenter in the amount of \$8,750. A motion was made by Steve Lewis and seconded by Josh VanDeMark to accept the proposal and pay it from this year's budget. The motion was carried unanimously by voice vote. (4) There as a short discussion regarding the First Aid kit for the garage – it will be updated as needed.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: They are still working on the Taylorville situation with the well drilling.

Correspondence: The following correspondence was reviewed by Council members:

- (1) Letter from PA Route 6 Alliance Executive Director asking for a letter of support for a Façade Improvement and Signage Program and to encourage businesses and commercial property owners to attend public meetings scheduled for the fall.
- (2) Email from Shannon Brooks, Chesapeake regarding possible well pad site for property in Brewer Hollow.
- (3) Letter from Matt Williams regarding 2020 Census
- (4) Letter from Scott Molnar regarding street sign replacements – none were required by the Borough
- (5) Letter from Hamilton & Musser, PC regarding 2019 Audit. Borough Secretary was asked to contact them regarding submitting a proposal.
- (6) August 2019 DCNR Bulletin

New Business:

- (1) The date for the Finance Committee meeting to discuss the 2020 Budget will be held at 6:30pm at the Borough Hall on Monday, September 23, 2019.
- (2) The Zoning Hearing Board Meeting will be held on Wednesday, September 11, 2019 at 6:00pm.
- (3) The 2019-2020 Liability Policy renewal was presented to the Council. After their review and discussion, a motion was made by Josh VanDeMark to accept the renewal after removing the 2005 Ford F250 from the policy as it has been sold. The motion was seconded by Gary Rouse. The motion was carried by voice vote with Steve Lewis abstaining.

WYALUSING BOROUGH COUNCIL FINANCE COMMITTEE MEETING
Wyalusing Borough Hall
September 23, 2019

Committee Members: Micah Dietz, Josh Kilmer, Steve Lewis, Gary Rouse, Josh VanDeMark
Others: Susan Burgess, Mayor; Dale Grover, Borough Maintenance and Ordinance Officer; Joanne Vago, Secretary/Treasurer
Public: Warren Howeler, The Rocket-Courier

The meeting was called to order and the Pledge of Allegiance recited at 6:30pm by the President.

The purpose of the advertised meeting was discussion of the 2020 Wyalusing Borough Budget.

Change in Tax Rate: There was a short discussion regarding the tax rate for the Borough. It was determined that there would be no tax increase for 2020. A change in Pennsylvania law was also discussed. If the Tax Rate remains the same, it is no longer required there be a new Ordinance, a resolution passed by the Council is sufficient. If the Tax Rate changes, then a new Ordinance is prepared and advertised per the Code. The resolution for the 2020 Tax Rate was presented to Council. Micah Dietz made the motion to accept the resolution as presented. Steve Lewis seconded the motion and it was carried unanimously by voice vote. The resolution will be adopted at the November 5, 2019 Council Meeting.

Investments: Josh Kilmer presented recommendations from Jennifer Williamson of Ameriprise Financial, the Borough's financial advisor for the Borough's future investments. After a review and discussion of her September 20, 2019 email recommendations, Gary Rouse made the motion to accept the financial advisor's recommendations. The motion was seconded by Steve Lewis and carried unanimously by voice vote. (Her recommendations are attached to these Minutes and made a part hereof.)

Sidewalk Loans: There was a discussion regarding the Borough implementing sidewalk loans and how they would be implemented. It was decided more information would be needed. Gary Rouse will talk with PS Bank and the Borough Secretary will contact other municipalities and organizations as to their experience.

Budget Discussion: The following items were discussed:

- (1) Account 454.10 – Park Professional Services in the amount of \$46,000 for the Creek Trail Project. Phase I and Phase II, i.e., estimate for Phase I, creek bank tree, shrub removal, and Hunt Engineering (Phase II)
- (2) Account 438.00 – Street Project -\$99,000 interfund transfer from Act 13 Impact Fee Account - \$50,000 and State Fund - \$40,000, \$9,000 from General Fund
- (3) Account 405.26 – Upgrade to office computers - \$1,000
- (4) Account 406-310 - General Administration – Professional Services, LaserFiche software (\$3,600), Building Security (\$40,000) and Miscellaneous (\$2,400)
- (5) Account 408.310 – Engineering Services – Kept \$20,000 that Council previously approved for Brewer Hollow crossing.
- (6) Account 454.200 – Park Expenses – allocated extra for grills
- (7) Account 409.360 – Building – Electric – Allocated extra \$2,100 for lights

(8) Interfund transfers to PLGIT Accounts - \$10K – New Equipment; Building - \$5K; Parks and Playground - \$5K

Submitted by,

Joanne Vago, Secretary

Old Business:

- (1) Personnel Handbook Revisions – After a brief discussion, a motion to accept the revisions to the Personnel Handbook were made by Steven Lewis and seconded by Micah Dietz. The motion was carried unanimously by voice vote.

The meeting was adjourned at 8:15pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
October 7, 2019 at 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on October 7, 2019 at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Gary Rouse, and Josh VanDeMark

Absent: Steven Lewis

Others: Dale Grover, Ordinance Enforcement & Borough Maintenance and Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier), Sam Bennett (The Daily Review), Chris Brown (Progress Authority), and John Keeney

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

Chris Brown gave an overview of the Local Economic Revitalization Tax Assistance Act (“LERTA”) that basically authorizes local taxing authorities to exempt from real property taxation new improvements, construction of industrial, commercial for a certain period of time. The program can be set up for the Borough by resolution from the County, Borough and School District. Implementation should provide flexibility and consistent ground rules. Chris will provide examples for review by the Borough solicitor.

Mayor’s Report: The Mayor reported that there were 14 incidents in the Borough requiring the State Police. There is nothing to report on the Creek Project since the deed transfer is in the hands of the attorneys. The Mayor also reported that she has heard from other Mayor’s who are also dealing with sign issues along Route 6.

Citizen’s Comments and Concerns: John Keeney gave an update on the Little Free Library as to type of construction material, i.e. composite or wood: wood would be 40# 23x18x23; and composite would be 27# 16x21x14. After some discussion, Council decided on composite and when he is ready to install, he will contact Dale. Josh VanDeMark made the motion to install the little free library on the Borough Hall property when completed. The motion was seconded by Micah Dietz and carried unanimously by voice vote.

Approval of Minutes: The Minutes of the September 3, 2019 Regular Meeting were distributed previously and reviewed by Council members. Micah Dietz made the motion to accept the Minutes as reviewed, seconded by Gary Rouse. The motion was carried unanimously by voice vote.

Treasurer’s Report: Josh VanDeMark made the motion to pay the bills as presented. The motion was seconded by Gary Rouse and 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. Also reported: (1) 20 tons of salt will be delivered at \$112/ton, (2) Bishop Brothers has begun the milling of Second, Third, and School Lane and are 2/3 complete, (3) there was a short discussion of emergency power to the garage from the Borough generator. Micah Dietz made the motion to purchase the parts necessary to do the connection from Brickhouse Services at a cap of \$2,200. The motion was seconded by Josh VanDeMark and carried unanimously by voice vote.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: They are doing mapping for the gas company using green paint on the relevant streets.

Correspondence: The following correspondence was reviewed by Council:

- (1) Chesapeake Energy Permit Application for Drilling a Well
- (2) Susquehanna C-Connections
- (3) USDA Rural Development – Disaster Assistance
- (4) Regulatory Alert – FCC Order changes cable franchising rules
- (5) Request to Remove Illegal or Abandoned Sign – PennDot
- (6) NTRPDC 2019 Annual Meeting
- (7) Animal Care Sanctuary – Community Clinic Spay/Neuter Transport Program
- (8) Carmalt, DeNault & Thompson, PC not accepting new clients for auditing services
- (9) Email from Rita Horner regarding Brandon Connor and fire truck horns
- (10) Grant Funding Workshop, October 10, 2019 Central Progress Authority Building

New Business:

- (1) The actions from the Finance Committee held at 6:30pm at the Borough Hall on Monday, September 23, 2019 were ratified by the Council.
- (2) The Zoning Hearing Board Meeting was rescheduled to October 16, 2019 at 6:00pm at the Wyalusing Borough Hall.
- (3) Awaiting proposal for 2019 audit from Lochen & Chase – recommendation from Jennifer Williamson.
- (4) The Hunt Engineering proposal was reviewed by Council. Council asked that another bid be obtained from Milnes Engineering. The Secretary will set up the meeting.

Old Business:

- (1) There was a discussion regarding the first draft of the Wyalusing Borough Budget for 2020. It was proposed by Gary Rouse that \$16,000 be added to the equipment fund for the purchase of a utility tractor. Micah Dietz made the motion to add this item to the budget. The motion was seconded by Gary Rouse and carried unanimously by voice vote.
- (2) Norm Stretch Construction will be looking at reinforcing the floor in the front part of the Borough Hall by putting in a beam in the basement.

The meeting was adjourned at 8:15pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
November 4, 2011 at 7:00pm

An Executive Session was called to order at 6:30 pm by the President. Several real estate issues pertaining to the Wyalusing Valley Volunteer Fire Department were discussed. There was no action taken and the Executive Session adjourned at 6:55pm.

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on November 4, 2019 at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, and Gary Rouse

Absent: Susan Burgess, Mayor and Josh VanDeMark

Others: Dale Grover, Ordinance Enforcement & Borough Maintenance and Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier) and Samuel Bennett (The Daily Review)

Josh Kilmer, President led the Pledge of Allegiance and called the meeting to order at 7:00pm. He acknowledged the use of a digital voice recorder. The President stated that an Executive Session had been held at 6:30pm to discuss several real estate issues. There was no action taken. The President also stated that there was an informal work session with the Wyalusing Municipal Authority on October 15th.

Mayor's Report: In the absence of the Mayor, the President reported that 14 calls to the State Police were made from Wyalusing in October as follows:

- 1 Abandoned Vehicle
- 1 Suspicious Person
- 2 See Officer
- 2 Harassment
- 2 Patrol Checks
- 1 False Alarm
- 2 Commercial Motor Vehicle Inspections

The President also reported complaints about Wyalusing Meadows and directed that these complaints be documented using the Complaint Form on the Borough website. The closing on the Hayseed Property being donated to the Borough for the Wyalusing Creek Site Project will be on Thursday, November 7, 2019.

Citizen's Comments and Concerns: None

Approval of Minutes: The Minutes of the October 7, 2019 Regular Meeting were distributed previously and reviewed by Council members. Steve Lewis made the motion to accept the

Minutes as reviewed, seconded by Micah Dietz. The motion was carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented. The motion was seconded by Steven Lewis and 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. Josh Kilmer thanked Dale Grover for the excellent work on the leaf pickup service. Also reported (1) Steve Kehoe from PennDot checked the finished road work by Bishop Brothers on October 25, 2019 and said he thought Bishop's had done a great job and would be sending the final report. There was still a question on a few manholes – some are tipped and there doesn't appear to be a way to fix them. Also the Borough has not been credited for the distance from 5th Street to Arrow United and would be getting an additional \$280 from the Liquid Fuels allocation for next year, (2) there needs to be a concrete pad 16x24 placed in the Cemetery where the dirt is stacked parallel to the building. This can be done next spring – cost around \$3,000, (3) Norm Stretch Construction will install a beam in the basement to reinforce the front part of the Borough floor. The cost will be \$1,450. Micha Dietz made the motion to approve the construction at the cost of \$1,450, seconded by Gary Rouse and carried unanimously by voice vote, (4) Zeke Millard contacted Dale Grover regarding a person who needs 200 hours of community service and wanted to know if the Borough had any work for him. Before deciding, Dale will find out if he has worker's compensation insurance, (5) price on small tractor is \$15,000 quoted by B&K – will delay payment/purchase until the beginning of 2020.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members. Noted was a certified letter was sent to Charles Howard on October 25, 2019 regarding his proposed B&B.

Wyalusing Municipal Authority Liaison Report: Work session mentioned earlier – no report.

Correspondence: The following correspondence was reviewed:

- (1) Foster letter to Charles Howard mentioned above
- (2) Traffic Signal Asset Management System – Email from PennDot
- (3) BRC Bulletin – 10/25/2019
- (4) BRC Bulletin – 10/11/2019
- (5) Explore the Susquehanna – Susquehanna Greenway Partnership
- (6) Legislative Budget and Finance Committee
- (7) Letter regarding invitation – WASD Tuesday, November 2019 at 9:00am
- (8) JHA Companies – Montrose Office Municipal Services
- (9) Five Star Equipment – Closing of Athens facility on November 1, 2019
- (10) Letter from MAC Builders re: Tuscarora Wayne Insurance Company

New Business:

- (1) Steven Lewis made the motion to adopt resolution 2019-4 fixing the tax rate for the year 2020 since there was no increase in taxes. The motion was seconded by Micah Dietz and carried unanimously by voice vote.
- (2) After a short discussion, Micah Dietz made the motion to adopt resolution 2019-5 transferring 9 acres of property from Hayseed Group to Wyalusing Borough. The motion was seconded by Gary Rouse and carried unanimously by voice vote.
- (3) Proposals from HallockShannon PC, Hamilton & Musser PC, and Lochen and Chase were discussed for the 2019 audit. The motion to accept the proposal from Hamilton & Musser PC was made by Micah Dietz and seconded by Steven Lewis. The motion was carried by voice vote, Josh Kilmer recused himself from the vote, Dietz, Lewis and Rouse voted yes.
- (4) Milnes Engineering will be bringing an architect to the Borough Building on Tuesday and will submit a preliminary plan and quote in time for the next Council meeting.
- (5) Council approved the requested vacation days, 11/27 and 11/29 for the Borough Secretary
- (6) After a short discussion, Gary Rouse made the motion for the President to sign the Chesapeake Operating Company's Consent to Multi-Unit Wells on behalf of Wyalusing Borough. The motion was seconded by Micah Dietz and carried unanimously by voice vote.
- (7) The \$5,016 overage by Bishop Brothers on the street project was discussed. The overage was the result of measuring issues from that stated in the original bid documents. It did not impact the bid award even with the additional cost; it was still the lowest bid. The motion to approve the additional \$5,016 was made by Micah Dietz and seconded by Gary Rouse. The motion was carried unanimously by voice vote.

Old Business:

- (1) The Zoning Hearing Board approved the variance application for the West Wyalusing LLC tire store.
- (2) A motion to advertise the approved proposed 2020 Wyalusing Borough Budget, to post for 10 days at the Wyalusing Borough office, and to adopt the final 2020 Wyalusing Borough Budget at the December 2, 2019 Regular Council Meeting was made by Micah Dietz. Gary Rouse seconded the motion and it was carried unanimously by voice vote.

The meeting was adjourned at 7:45pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
December 2, 2019 at 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on December 2, 2019 at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Dale Grover, Ordinance Enforcement & Borough Maintenance and Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier)

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

Mayor's Report: The Mayor reported 13 incidents from the State Police for November as follows:

- 1 attempted suicide
- 1 reportable crash
- 1 harassment
- 1 false alarm
- 1 traffic violation - other
- 8 commercial motor vehicle Inspections

Citizen's Comments and Concerns: Jef LaFrance called regarding recycling in the Borough. River Valley Waste Management no longer does it. The township has monthly recycling, but they do not pick up. NTSWA will be contacted to see if recycling pickup in the Borough is a possibility.

Approval of Minutes: The Minutes of the November 4, 2019 Regular Meeting were distributed previously and reviewed by Council members. Steve Lewis made the motion to accept the Minutes as reviewed, seconded by Micah Dietz. The motion was carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented. The motion was seconded by Josh VanDeMark and 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. Snow removal is progressing and so far there has been only one complaint regarding the Borough's plowing and snow removal. Also

reported (1) next year the leaf vacuum will be moved to the Ford F550 and a leaf box will need to be added. The estimated price is \$2,999 and will be done in the spring. A motion was made by Micah Dietz to purchase the leaf box for the F550. The motion was seconded by Josh VanDeMark and carried unanimously by voice vote, (2) the new tractor is being used and will be added to the Borough's liability insurance policy, and (3) the skid steer has been serviced for the year.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members. There were no comments.

Wyalusing Municipal Authority Liaison Report: Milnes Engineering participated in their last meeting regarding the sewer expansion. The expansion is probably two years away and will need to know what Cargill plans to do and when to begin definite plans for the expansion. There was also discussion regarding a road to the water storage tank so it can be cleaned.

Correspondence: The following correspondence was reviewed:

- (1) District 3-0 Municipal Services Fall Newsletter
- (2) Letter from Hamilton & Musser, PC to HallockShannon PC
- (3) Reorganization Meeting information from PSAB
- (4) November 2019 Updates from NTRPDC
- (5) Susquehanna E-Connections November 2019
- (6) Greater Wyalusing Chamber of Commerce Minutes & Financials
- (7) BRC Bulletin

New Business:

- (1) The Subdivision Land Development Application File No. 2019-092 West Wyalusing LLC was reviewed by Council. It will also be reviewed by Dale Grover for any zoning issues and a response to the BD Department of Community Planning and Mapping Services will be made by December 8, 2019. The Council had no adverse comments.

Old Business:

- (1) The 2020 Wyalusing Borough Budget has been advertised and posted for 10 working days. After a short discussion as to any additions or corrections, Micah Dietz made the motion to accept the 2020 Wyalusing Borough Budget as presented. Gary Rouse seconded the motion and it was carried unanimously by voice vote.
- (2) Milnes Engineering did not have a proposal ready at the time of the meeting. Information when received will be forwarded to Council members and will be added to the January agenda.

The meeting was adjourned at 7:25pm.

Submitted by,

Joanne Vago
Secretary/Treasurer