

## Meeting Minutes

April 19, 2016

The regular monthly meeting of the Gordon Borough Council was held on Tuesday, April 19, 2016, at 7:00 p.m. in the Gordon Municipal Building with Council President Michael Rader presiding. Council persons present: Michael Rader, Richard Babb, Shannon Dumboski, Brian Hansbury, Jeffrey Hoffman, Jason Quick and Valerie Stitzer. Also present: Mayor George Brocius, Borough Manager/Secretary-Treasurer Paul Snyder, Assistant Linda Gately, Solicitor Christopher Riedlinger and Code Enforcement Officer Robin Ennis; Citizens Jim Marlowe, Jessica Slotcavage, Mason Edwards, Suzie Hocking, Leo Rauber, Ramon Soto and Republican-Herald Reporter John Usalis.

President of Council Michael Rader called the meeting to order with the Pledge of Allegiance. Motion by Hansbury that council accept minutes from the last regular meeting on March 8<sup>th</sup> as presented by the Secretary-Treasurer Paul Snyder carried unanimously.

Council was provided a line item budget of all accounts showing month and year to date revenues and expenditures against budget, which is on track with projections. General Account financial report: March opening balance \$90,336.<sup>73</sup>; receipts of \$17,020.<sup>68</sup> including \$34.<sup>37</sup> bank interest; expenditures of \$14,076.<sup>21</sup> plus outstanding checks worth \$358.<sup>77</sup>; March 2016 ending balance: \$92,922.<sup>43</sup>. Motor License Fund March opening balance 64,229.<sup>87</sup>; \$1,610 snow emergency expenditures and interest receipts of 24.<sup>47</sup>; balance end March: \$64,644.<sup>34</sup>. Snyder reported Community Hall Improvement Fund balance of \$2,363.<sup>50</sup> with a \$75 rental deposit to be made as received from fire company member George Brocius. Still impossible to gain current balances and online account access to accurately reconcile all BB&T accounts; the bank no longer provides monthly written statements since a November 2015 merger. Motion by Hoffman for council to accept Resolution 04192016 for BB&T online access signatories (Paul Snyder, Valerie Stitzer, and Michael Rader) and account administrator (Linda Gately) approved unanimously. Council President Rader suggested the borough look into the penalties involved in transferring the two CDs and Community Hall checking account to another bank. Motion by Hoffman carried unanimously for council to accept the General Account financial report and Motor License Fund report as these reports were written and read by Secretary-Treasurer Snyder.

Sewage Revenue Account financial report: \$187,274.<sup>56</sup> opening balance 3/1/16, interest receipt of \$72.<sup>17</sup>, Sewage quarterly property bill receipts of \$5,098 & penalty receipts of \$225.<sup>20</sup>, Miscellaneous reimbursements of \$150.<sup>16</sup>; deposit slips expenditure of \$53.<sup>86</sup>, balance 3/31/16 of \$192,766.<sup>23</sup>. Sewage Operations & Maintenance Account financial report: \$15,619.<sup>43</sup> opening balance 3/1/16, receipt of \$5.<sup>19</sup> interest; expenditures for wages, treatment plant/pump station maintenance and office expenses total of \$7,197.<sup>40</sup>; balance 3/31/16 was \$8,427.<sup>22</sup>. Sewage Reserve Account financial report: \$69,951.<sup>56</sup> opening and end 3/31 CD balance will not see interest activity until paid again semi-annually later this year. Shannon Dumboski motioned for council to accept Sewage account financial reports as written and read by Secretary-Treasurer Snyder. The motion carried unanimously.

Snyder read current General account invoices for borough council approval, including PTD internet service (\$99.<sup>95</sup>), Service Electric-phone (\$40.<sup>90</sup>), Berkheimer-EIT Collections (\$64.<sup>75</sup>), Riedlinger-legal fees (\$325), PSAB Website Updates (\$60), PPL-Street Lights (\$1,011.<sup>16</sup>) Republican-Herald ad for rescheduled meeting (\$81.<sup>69</sup>), Butler Township police (\$2,750), Geisinger Health Plan (\$149), Entech Engineering sewage line marking, as-built updates, sedimentation (\$1,151.<sup>50</sup>). Motion by Dumboski to pay regular monthly outstanding general account invoices carried unanimously. Snyder reported having trouble getting the new General account debit card working for fuel purchases; a new card is being sent.

Pump station service is complete, reported Snyder, with the exception of a call he will place regarding a hold-up on the pump #1 wire before the quote is outdated. The two 50' stainless steel cables were installed. Total paid to Ashland Diesel Engines was \$482.<sup>33</sup> including \$106.<sup>06</sup> in parts.

The riding mower was serviced at a cost of \$352.<sup>65</sup> (on/off gas valve makes starting easier and saves fuel). Two building permits were issued (fences). A Service Electric phone rate increase was received.

## Meeting Minutes

April 19, 2016

Councilman Jason Quick reminded council an on-demand hot water heater and ductless HVAC system quoted should be acted upon before an emergency exists, with Mayor George Brocius in agreement. Mike Rader asked for flow studies as well as bids. Council will investigate costs of these requirements. Rader is waiting for a government lighting efficiency LED expert to respond, and is checking grants.

Snyder contacted SCEMA's John Blickley to remind him Gordon is having difficulty finding interested qualified candidates for Emergency Management Coordinator, so that Blickley could annotate our file. Councilman Quick stated he wants to review the requirements and responsibilities of the part-time maintenance worker position, but is no longer interested due to personal commitments and last month's council discussion on conflict of interest, which has yet to be advertised. Quick advised the borough to develop a contract and job description before advertising. Rader requested having responses sent to <http://www.gordonboro@ptd.net>.

Snyder has a snowstorm disaster costs reimbursement meeting with SCEMA at 11 a.m. on May 11<sup>th</sup>. Motion by Hoffman to approve PEMA DAP-2 Resolution naming Paul Snyder as Gordon Borough Applicant's Agent, Disaster Emergency #DR-PA-4267. Motion approved unanimously.

No March-April Code Enforcement Officer (CEO) report activity was provided by Robin Ennis. Solicitor Christopher Riedlinger, Esq., reported that the garbage contract will be written two ways to include Refuse Only and one with Refuse and Recyclables, with the vendor doing billing and collections, not the borough. This year's contract will also include five, thirty-gallon bags limit (150 lb. total) and cover yard waste (seasonal items like clear-bagged leaves and Christmas trees). The Weber code violation court case was withdrawn, as partial progress was made. Council President Rader asked Riedlinger if the borough could recoup the \$665 in costs associated with CEO and solicitor's fees on this citation to date. Riedlinger replied that CEO Ennis is new, and with no previous cases before Judge Hale to use as a reference, will soon get a feel for what code offenses require for justification and citing.

Butler Township Police issued no March 2016 report as of meeting time. Mayor George Brocius reported an \$11,511 fire company grant received toward new spot lighting and fire truck generator. When questioned about police patrol hours in Gordon borough, Brocius stated that the agreement does not specify a determinate number of hours, but is worded "as needed." He added that Butler Township has never failed to respond in a timely manner to an emergency in Gordon Borough. Paul Snyder confirmed that police were first on the scene for a recent construction fire, before local fire trucks.

Streets Committee members offered to help install no parking signs in a borough alley. Snyder said he would verify current stock of "No Parking This Side" or "No Parking Anytime" signs as specified and then order. Rader added that citizens must be given proper notice. Quick suggested use of a loudspeaker throughout town. Quick also asked again about placing traffic control stop signs on Hobart and McKnight Streets to eliminate speeding, adding "How much is a life worth?" Stitzer suggested adding removable rubber speed bumps in the area to slow traffic, which Rader said he'd check into with PennDOT. Quick also mentioned the NSCOG has a traffic speed electronic posting sign that the borough may be able to rent to make motorists aware of their speed. It was also discussed to paint the speed limit on the roadway itself. Motion by Hoffman to place a 4-way stop sign at Park by Royer and Otto Streets. Hansbury asked to have the motion include stop signs coming out of the development and at the intersection of Charles Street and McKnight. Motion carried unanimously.

The committee will do a walk-through needed for the UGI/PA DOT repair on Biddle Street, which Snyder will coordinate with the engineer. Quick will help Paul identify pothole repair areas to be added to the list and help with a pothole repair bid when asphalt is available April 1<sup>st</sup>.

Snyder reported that Ashland will not be able to make available their street sweeping equipment until the third week in May, since it was out for repair and a backlog ensued. Hansbury stated SEDCO will share sweeper equipment costs. Rental is \$138 for each 8 hours plus a \$220 administrative fee.

## Meeting Minutes

April 19, 2016

Two old reflective suits are in borough stock, but flashlights, reflective jackets and hats are a requirement for fire police when standing on state roads during an emergency. Rader asked to investigate if Motor License Funds (Liquid Fuels money) under the Traffic Control Devices account number, could be used for these items and to be kept in the loop. Snyder will ask PA DOT's John Davis. A motion was made by Quick to approve borough payment up to \$500 for fire police reflective clothing if the liquid fuels money is not approved. Motion passed unanimously.

Recreation Committee chair Valerie Stitzer received a request from another baseball team interested in the park (and one that dropped out), plus another softball team. Updates will post on our website. Stitzer also was asked for stop signs by the park. The Amvets Memorial Day events are set to start with a 9 a.m. service followed by the parade at 10 and block party at 11.

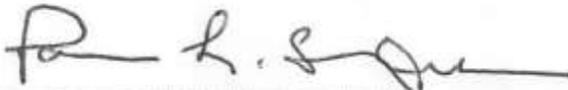
During Public Participation, Citizen Jim Marlow asked council's help with a neighbor's chimney smoke issue on Hobart Street. The neighbor raised his chimney height as advised last year, but is burning aspenite and tree pallets, with a noxious smell and a hole in the chimney base evident. Mayor Brocious responded we have no authority to go into a property without permission; CEO Robin Ennis added there is no property maintenance code violation. Mike Rader said DEP could get involved due to a health hazard. Marlowe also asked about a possible floodplain ordinance violation, with white stones piled blocking drainage. Ennis asked for an emailed copy of the Gordon Floodplain Ordinance to review and address this issue. High schooler Mason Edwards previously approached the mayor about ideas for a 40-hour community service senior project; his paperwork plan is due May 10<sup>th</sup>. Suggestions from council included coordinating through the mayor for park sign/bridge and/or curb/crosswalks painting/beautification. FOG meets the first Wednesday in May, where other ideas may surface. Citizen Jess Slotcavage thanked council for their support and action on the petition to ban commercial truck traffic from Gordon Mountain.

Councilman Quick wanted verification from council before speaking with Universal Forest Products about possibly placing a borough salt shed at the edge of their property and also asking for help loading road salt using UFP's front-end loader. Snyder reported a letter was received for public officials regarding a May 19<sup>th</sup> backhoe sale; RSVP required. Citizen Leo Rauber voiced his opinion that the borough audit shows a monetary surplus and they should use it toward purchase of land for a storage shed and equipment the borough needs for maintenance, Rader responded that we were trying to be respectful of expenditures for essential services first so the borough doesn't get into financial difficulty down the road to avoid raising taxes. Rauber added that taxes should increase if it is spent to help with borough restoration and modernization to attract new quality residents.

Snyder will communicate with PSAB on council's decision to hold their 125<sup>th</sup> anniversary celebration in Gordon Park at 1 p.m. Sunday, August 14<sup>th</sup>, one day after the Gordon School Reunion, according to resident Suzie Hocking. Pennsylvania Association of Boroughs offered to commemorate the event with a plaque presentation. Jeff Hoffman offered FOG's resources in planning and volunteer participation, but no event financial resources. Dumboski also suggested getting Walmart involved in the celebration.

Primary Election Day is Tuesday, April 26<sup>th</sup> and the next meeting of borough council is Tuesday, May 10<sup>th</sup>, 2016, at 7:00 p.m. in the Gordon Municipal Building.

There being no further business, a motion by Brian Hansbury to adjourn this meeting of Gordon Borough Council carried unanimously upon voice vote. The meeting adjourned at 8:29 p.m.

Attest:  Paul L. Snyder, Secretary-Treasurer April 19, 2016