

Meeting Minutes
December 13, 2016

The regular monthly meeting of the Gordon Borough Council was held on Tuesday, December 13th, 2016, at 7:00 p.m. in the Gordon Municipal Building. Councilpersons Present: Michael Rader, Valerie Stitzer Dornsife, Richard Babb, Brian Hansbury, Shannon Dumboski and Jason Quick. Also Present: Mayor George Brocious, Solicitor Christopher Riedlinger, Borough Manager/Secretary-Treasurer Paul Snyder, Assistant Linda Gately. Citizens: Joe Garland, Cody Shaner, Barry Shaner, Seth Metzinger, Evan Houser, Todd Houser, and Leo Rauber. Absent: Council member Jeffrey Hoffman.

Council President Mike Rader called the meeting to order with the Pledge of Allegiance. Motions by Jason Quick that council accept minutes from the regular meetings on November 15th as presented by the Secretary-Treasurer Paul Snyder carried unanimously.

General Account financial report: November opening balance \$104,545.²¹; receipts of \$16,352.⁷⁸ including \$39.²⁵ checking interest; expenditures of \$17,754.⁸³ with outstanding checks worth \$609.⁰⁷; November 2016 ending balance: \$102,534.⁰⁹. The MPB General Account CD 0830 balance is \$14,325.⁸². The MPB Muni Fund 3430 balance: \$2,177.³⁸. BB&T General Account CD 8835 balance: \$5,071.⁴⁴. Motor License Fund November opening balance was \$63,441.⁵⁰; receipt of \$16.²¹ interest, expenditures to Lindenmuth for crosswalk paint (\$73.⁷³) and New Enterprise for Hobart St. roadwork (\$58,748.⁸⁰); end of November MLF balance: \$4,635.¹⁸. Liquid Fuels deposit (\$22k) for 2016 is still pending; the borough received a DCED acceptance letter of the EIP grant closeout report dated December 2nd, which should allow the release of state funds withheld. BB&T MLF CD 0018 balance: \$83,995.⁷¹. Community Hall Improvement Fund balance remains \$1,239.⁸⁶ with no activity. Motion by Brian Hansbury for council to accept the Treasurer's November financial reports for both the General Account and Motor License Fund as read by Secretary-Treasurer Snyder carried unanimously.

Council was given a line-item YTD budget for all accounts to review in consideration of the 2017 budget. Hansbury's motion to approve a tentative budget with modifications and hold a December 30th, 6 p.m. budget meeting was unanimously approved. The special meeting will be duly advertised 10 days prior to the meeting for public review, as per PA Borough Code.

General account invoices for payment to date: Aqua PA (\$418), Riedlinger (\$160), SWIF (\$1669), Groody Oil (\$419), Direct Energy (\$11.³⁹), PA Dept. of Revenue (\$146.²⁷), IRS (\$1,224.⁰²), Republican-Herald ads (\$195.³⁷), Berkheimer-EIT (\$211.⁵⁷) and LST (\$44.¹¹), Butler Twp. (\$5,500), MPB roof loan (\$802.⁷⁸), Watkins Lawn & Garden for mower stabilizers (\$11.⁵⁵), PPL street lights (\$1,196.²⁸) & Ridge Lane (\$28.⁵²), SCMA-Treatment Plant (\$3,517.⁰⁶), Ennis CEO-5.5 November hrs. (\$64.⁵²) and Lavas (\$34.³⁸) tax collection commission. Jason Quick's motion to pay general account invoices carried unanimously.

Sewage Revenue Account financial report: \$199,802.⁹¹ opening balance 11/1/16, interest receipt of \$73.¹⁹, Sewage quarterly property bill receipts of \$2,000 (\$0 from Portnoff) & penalty receipts of \$154 (\$0 from Portnoff), misc. reimbursement \$45.¹², with a \$30k transfer to the operations/maintenance account to meet obligations, balance 11/30/16: \$172,075.²². Sewage Revenue MPB CD 0430 balance: \$79,047.⁷⁵; Sewage Revenue MPB CD 0431 balance: \$85,912.¹⁹. Sewage Op./Maint. Acct. financial report: \$20,539.⁴⁰ opening balance 11/1/16, receipt of a \$30k transfer from the revenue account to meet obligations and \$8.²¹ interest, expenditures of \$28,424.⁰⁸ including PPL (\$180.³³) to be reimbursed, Ridge Lane grinder pump repair (\$576.²⁵), SCMA treatment plant (\$3,641.⁴⁷), solicitor invoice for SCMA contract prep and meeting (\$400), MPB semi-annual sewage system loan (\$22,553.⁰³) plus clerk wages and insurance; balance 11/30/16 was \$22,372.⁴⁴. Sewage Reserve MPB CD 6530 balance with no activity: \$70,091.⁰⁸. Valerie Dornsife's motion to accept all Sewage financial reports as read carried unanimously.

Manager Snyder reported a sewage leak believed to be on the shoulder of the East Biddle Street line. He had Biros Septic insert a camera down to view and flushed water into the system from Dale Kimmel

Meeting Minutes
December 13, 2016

Construction's grinder pump, but it wasn't possible to see the exact leak location with the visibility obscured by small rocks. It will be more costly if the leak is not on the shoulder but in the middle of the recently paved street. Biros also assisted to help find and fix the Ridge Lane grinder pump emergency.

The North Schuylkill Council of Governments (NSCOG) survey of interest in a regional police force program will be completed by the mid-January deadline.

Council discussion was held suggesting an annual meeting to review borough handicapped parking signs.

Snyder reported "No Parking" signs have been placed along the Oak Street alley.

A hypodermic syringe filled with an unknown substance was found on Hobart Street two weeks ago, and turned over to Butler Township police. Residents may report non-emergency activity to police at 570-462-1991.

A resignation letter was received by 26-year borough sewage system clerk Dorothy Snyder, effective December 31st, 2016. A motion by Richard Babb to accept the resignation was unanimously approved.

Snyder requested approval for keys to be made for the plow truck and garage for contractor Paul Dean.

Council was reminded of the DCED park playground equipment grant application, available this spring.

Councilman Jason Quick asked for and received permission to install a new four-camera security system that he is donating to the borough.

Quick reported he will view a 12/20 PSAB winter maintenance webinar and a 12/15 SCEMA Knowledge Center training from 1-6 p.m. He also suggested the borough may now be in the position of providing residential yard debris pick up again now that he is also a part-time maintenance worker. Solicitor Riedlinger responded that service is now included in the recent County Waste contract with the borough.

Quick asked for a dedicated gas charge card to be re-investigated instead of using the borough debit card.

Quick reminded council to review the four contractor HVAC recommendations, with no action taken. Estimates varied based on options requested, ranging from \$19,500 to \$32k. Brocius and Quick will contact SCEMA's John Matz to look into available grants for a generator and HVAC for the municipal building and attached fire company and hall, used as an emergency shelter. Council Vice President Dornsife suggested contacting former councilman and current constable Barry Brecker, who works in the HVAC industry, to review the recommendations received. Solicitor Riedlinger also recommended borough engineer Don Cuff (Entech Engineering) review any plans.

The PPL street light HPSV to LED replacement services program agreement is now fully executed by the borough and PPL. The waiting list is approximately 70 days for replacement of the borough's 78 street lights, at no cost to the borough. LED provides a clearer light with a wider visibility spread.

Solicitor Christopher Riedlinger, Esq., is waiting for Schuylkill County Municipal Authority's attorney Patel and director Caulfield to respond to sewage transfer agreement revisions regarding current accounts. Riedlinger presented Resolution 12132016 appointing Lettich and Zipay, CPAs as Gordon Borough's independent auditor for 2016, with duties and powers conferred upon under Chapter 10 Sub-chapter C of the PA Borough Code. Motion by Quick to enact the resolution carried unanimously. Riedlinger also reminded council to pass the tax ordinance by the end of the year, which will be done with budget approval at the December 30th special meeting.

Riedlinger suggested council revisit SCMA's request to provide the name of an official Emergency Management Coordinator for the borough before another local disaster occurs, so communications are clear.

BOROUGH OF GORDON

306

Meeting Minutes
December 13, 2016

Paul Snyder had previously notified John Matz of the borough's inability to find a willing and qualified candidate, which requires mandatory training sessions and approval by the governor. Jason Quick responded that at one point he was interested and had received the list of requirements, but added he has not yet committed to taking on the position responsibilities for the borough.

Mayor George Brocious read Butler Township Police Chief Ed Tarantelli's November report, with 31 calls and complaints, with breakdown as follows: 12 follow-up investigations, 8 phone assignments, 5 EMS calls, 2 requests for assistance, 1 assault, 1 MVA, 1 disturbance, and 1 harassment complaint. The mayor added he received another complaint about a 700 block Hobart Street resident burning aspenite, causing respiratory problems in the neighborhood. Riedlinger suggested contacting DEP/EPA. Brocious recommended an air quality monitor be affixed on an adjoining apartment. The original chimney was extended 8' as requested, but the permit was issued for coal and wood.

Under Public Participation, Resident Leo Rauber's asked about the PennDOT Gordon Mountain sign posting delay. Councilman Brian Hansbury replied the project (originally slated for spring 2016 and then moved to fall 2016) was once again postponed until spring of 2017.

Citizen and former councilman Joe Garland requested help obtaining a copy of the parcel #46-04-0115 deed the Methodist church bought from the borough in 2011 at the time of a SCA demolition project was done on East Biddle Street. Both Garland and borough manager Snyder only have a letter noting the transfer on file, but no deed. He added that the minister of the church is also interested in claiming the unused road from North Church Street to the bottom of McKnight Street, which has been blocked off for more than 10 years. Snyder noted that cement barriers had previously been placed in the area to redirect flood waters. At Council President Mike Rader's direction, Solicitor Riedlinger will research grantees, deed files, required advertising and forms, and check against PennDOT's roads list. Riedlinger ensured the borough understands that they bear the cost of donating the road to the church.

Boy Scout Troop members Cody Shaner, Seth Metzinger and Evan Houser asked council insightful and informed questions related to their government badge project. They inquired about potential uses for the old school (apartments or a community recreation center), out-of-use bank building signage (placed upside down/backwards rather than removed to deter bulb vandalism), and the empty church lot (sale is pending, according to Rader).

The next regular Borough Council meeting is Tuesday, January 10th at 7:00 p.m. in the Gordon Municipal Building. There being no further business, a motion was made by Hansbury at 8:25 p.m. to adjourn this meeting of Gordon Borough Council carried unanimously.

Attest:  Paul L. Snyder, Secretary-Treasurer December 13, 2016