

# BOROUGH OF GORDON

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## Meeting Minutes

January 10, 2017

The regular monthly meeting of the Gordon Borough Council was held on Tuesday, January 10<sup>th</sup>, 2017, at 7:00 p.m. in the Gordon Municipal Building. Councilpersons Present: Michael Rader, Richard Babb, Shannon Dumboski, Brian Hansbury, Jeffrey Hoffman and Jason Quick. Also Present: Mayor George Brocius, Solicitor Christopher Riedlinger, Borough Manager/Secretary-Treasurer Paul Snyder, Assistant Linda Gately. Citizens: Joe Garland and Leo Rauber. Absent: Council Vice President Valerie Dornsife.

Council President Mike Rader called the meeting to order with the Pledge of Allegiance. Motion by Jeffrey Hoffman that council accept minutes from the regular meeting on December 13<sup>th</sup> and the budget meeting December 30<sup>th</sup> as presented by the Secretary-Treasurer Paul Snyder carried unanimously.

General Account financial report: December opening balance \$102,534.<sup>09</sup>; receipts of \$11,213.<sup>32</sup> including \$37.<sup>99</sup> checking interest; expenditures of \$35,769.<sup>48</sup>; December 2016 ending balance: \$77,977.<sup>93</sup>. The MPB General Account CD 0830 balance is \$14,340.<sup>54</sup>. MPB Muni Fund 3430 balance: \$2,177.<sup>38</sup>. BB&T General Account CD 8835 balance: \$5,075.<sup>74</sup>. Motor License Fund December opening balance was \$4,635.<sup>18</sup>; receipt of \$1.<sup>71</sup> interest, no expenditures; end of December 2016 MLF balance: \$4,636.<sup>89</sup>. Liquid Fuels deposit (\$22k) for 2016 is still pending; the borough must send proof of outstanding 2016 quarterly taxes for the state to release funds withheld. BB&T MLF CD 0018 balance: \$84,006.<sup>41</sup>. Community Hall Improvement Fund balance remains \$1,239.<sup>86</sup> with no activity. Motion by Brian Hansbury for council to accept the Treasurer's December financial reports for both the General Account and Motor License Fund as read by Secretary-Treasurer Snyder carried unanimously.

General account invoices for payment to date: Aqua PA (\$418), Riedlinger (\$610), SWIF (\$1,116), Groody Oil (\$394), Direct Energy (\$1.<sup>48</sup>), PA Dept. of Revenue (\$189.<sup>37</sup>), IRS (\$1,654.<sup>26</sup>), Butler Twp. Nov./Dec. police coverage (\$5,500), PPL street lights (\$1,185.<sup>31</sup>), Lavas reimbursement of tax envelopes (\$146.<sup>25</sup>) and tax collection commission (\$119.<sup>08</sup>). Council was given a line-item YTD budget for all accounts to review. Jeffrey Hoffman's motion to pay general account invoices carried unanimously.

Sewage Revenue Account financial report: \$172,075.<sup>22</sup> opening balance 12/1/16, interest receipt of \$64.<sup>02</sup>, Sewage quarterly property bill receipts of \$5,552 (\$312 from Portnoff) & penalty receipts of \$105 (\$49 from Portnoff), miscellaneous reimbursement of \$90.<sup>24</sup> (\$45.<sup>12</sup> from Portnoff), balance 12/31/16: \$177,954.<sup>63</sup>. Sewage Revenue MPB CD 0430 balance: \$79,080.<sup>24</sup>; Sewage Revenue MPB CD 0431 balance: \$85,968.<sup>68</sup>. Sewage Op./Maint. Acct. financial report: \$22,372.<sup>44</sup> opening balance 12/1/16, receipt of \$7.<sup>68</sup> interest, expenditures of \$17,436.<sup>31</sup> including quarterly bill postage \$121.<sup>80</sup>, Ridge Lane grinder pump-PPL (\$28.<sup>52</sup>, 28.<sup>23</sup> & \$27.<sup>67</sup> to be reimbursed), \$143.<sup>77</sup> pump station electric repair, Entech engineer SCMA sewage system work \$155, treatment plant (\$3,517.<sup>06</sup>), clerk wages and insurance; balance 12/31/16 was \$17,436.<sup>31</sup>. Sewage Reserve MPB CD 6530 balance with no activity: \$70,091.<sup>08</sup>. Jason Quick's motion to accept all Sewage financial reports as read carried unanimously.

BB&T sent a letter stating that effective 2/1/17, they will add \$12/mo. deposit service fees to accounts with less than \$1500 balances. This monthly charge will be debited to our Community Hall Improvement Fund until we achieve the required new minimum balance (2016 receipts were \$582; current balance is \$1239.<sup>86</sup>) or council votes to transfer the account to another bank. No action was taken.

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 Construction's grinder pump, but it wasn't possible to see the exact leak location, with 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.

Paperwork was submitted for Gordon Borough's interest in the North Schuylkill Council of Governments (NSCOG) regional police force program survey.

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Jason Quick reported that one truckload of salt from Butler Township was used during the last snowstorm. Two poles were knocked down during the storm that may need to be replaced. Quick added that the poles are not buried deeply. Mike Rader will email PennDOT in response to citizens' requests to have Walmart directional signs posted at the bottom of the mountain road for truck traffic. The project (originally slated for spring 2016 and then moved to fall 2016) was postponed until spring of 2017. Quick stated that minor issues occurring with the F550 would be addressed in the spring. Richard Babb thanked Quick for his work in helping maintain the borough properties and equipment.

Quick reminded council to review the four contractor HVAC recommendations received for the existing system with no air handler as discussed at the November and December meetings, with no action taken. Rader offered to scan and email bids and recommendations to council for their review and input.

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. With the sewage clerk's December resignation, Council unanimously approved Jason Quick's motion to switch to paper sewage quarterly invoicing rather than print post cards and type fees manually. Quick's motion for a temporary increase in the office assistant's hours from 20 to 24 was also approved unanimously. A database is being created to be matched against the current handwritten sewage system card file.

Quick mentioned that contractor Dale Kimmel is interested in restoring the former Tye house as a rental property. The property has been in disrepair, with no will left by the previous owner and no interest by the stepchildren in maintaining the property to code. Riedlinger will complete a title and lien search against the property to see what is owed.

Shannon Dumboski inquired if permits were obtained and a second sewage line hookup payment received for a beauty shop that has opened for business. Snyder replied that no UCC permit had been applied for and no tapping fees were received by the borough, but he will investigate since the owner did not show up to a previously scheduled meeting.

Mayor George Brocius read Butler Township Police Chief Ed Tarantelli's December report, with 14 calls and complaints within Gordon Borough (351 total for 2016), with breakdown as follows: 5 requests for assistance, 2 EMS calls, 1 burglary, 1 assist, 1 automatic alarm, 1 follow-up investigation, 1 animal complaint, 1 phone assignment, 1 criminal mischief. Gordon Fire Company No. 1's 2016 report showed 12 structure fires, 9 vehicle fires, 9 automatic fire alarms, 13 vehicle accidents, 7 EMS assists, 3 pole fires, 5 brush fires, 10 electrical wire/trees down, 2 life flight assists, 2 CO<sub>2</sub> detector/odor investigations, and 1 roadway flooding. The report was submitted by Chief George W. Dornsife, who noted 73 total responses, accumulating 635 man hours.

Under Public Participation, Resident Leo Rauber's asked if sewage delinquencies were being collected and forwarded to the borough by Portnoff, and wanted verification that liens are being placed against those in delinquency. Rauber was directed to the general ledger listing that shows delinquent penalties and lien fees.

Citizen and former councilman Joe Garland requested the Methodist church parcel #46-04-0115 deed purchased from the borough. Solicitor Riedlinger will provide the deed to Garland noting the 2011 transfer. The church minister is also interested in claiming the unused road from North Charles Street to the 100 block of East Biddle and from that block south to East Elm. Church Street has been blocked off by two stone barriers for more than 10 years since a flood. Riedlinger researched grantees, deed files, and checked it is not on PennDOT's roads list, and verified the borough never owned the road and therefore has no claim to it.

The next regular Borough Council meeting is Tuesday, February 14<sup>th</sup> at 7:00 p.m. in the Gordon Municipal Building. There being no further business, a motion was made by Hansbury at 8:05 p.m. to adjourn this meeting of Gordon Borough Council carried unanimously.

Attest: 

Paul L. Snyder, Secretary-Treasurer January 10, 2017