

BOROUGH OF GORDON
Regular Council Meeting Minutes
January 2, 2018

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The regular monthly meeting of Gordon Borough Council was held Tuesday, January 2, 2018, at 7:00 p.m. in the Gordon Municipal Building. Council persons present: Richard Babb, Shannon Dumboski, Jeffrey Hoffman, Todd Houser, Tracy Hughes, Richard Korn, and Jason Quick. Absent: Solicitor Christopher Riedlinger, Esq. Also present: Secretary-Treasurer Linda Gately; Citizens Lynn Korn, Robin and Brett Ennis, and Leo Rauber, Jr.

President Houser called the meeting to order, confirmed a quorum by roll call, and led the Pledge of Allegiance.

Public Participation: Citizen Leo Rauber, Jr. requested information on whether there is an ordinance prohibiting livestock with the borough. He also inquired whether the municipal building would be opened up as a shelter for the homeless for the duration of the cold snap. Resident Lynn Korn recently found the connecting door locked between the community hall and borough office, which should be open during events for access to the handicapped bathroom facilities. This was the agreement when grant money was issued for the disability access ramp and bathroom projects, which Korn knows as a former council member. The mayor apologized that he was sick and did not attend, but normally opens the door for access during events. Korn also suggested each council member be given a copy of the PA borough code book. Secretary-Treasurer Gately explained that the state no longer issues hard copies, and the online version was sent to council. Multiple copies of the original code book before revisions are available in the office.

Motion by Babb and Hoffman for council to accept minutes from both the December 12th budget meeting and regular council meeting as presented by Secretary-Treasurer Gately carried unanimously.

Treasurer's Report: General Checking 8709 Opening Balance 12/1/17: \$174,659.⁸⁴; Receipts: \$52,099.²¹, Expenses: \$24,246.⁹², \$57.⁸⁷ uncleared checks, \$22.⁹⁷ account reconciliation adjustments from 8/31/16 and 1/23/17; Balance 12/31/17: \$158,592.⁹⁹. General Muni 3430 balance 12/31: \$2,185.⁰¹. General CD 0830: \$14,536.²³. Former BB&T CD 8835 (now Mid Penn Bank General CD 4024) Balance 12/31/17: \$5,075.⁶¹. General Revenue CD 0431 (former Swg. Rev. CD) Balance 12/31/17: \$86,658.⁹⁵. General Reserve CD 3802 Balance: \$70,442.⁶⁷. Petty Cash balance 12/31/17: \$93.

Motor License Fund Checking 9509 Balance 12/1/17: \$51,182.⁵⁸, \$24.⁵⁰ Int.; Expenses: \$909.³³; Balance 12/31/17: \$50,297.⁷⁵; Former BB&T MLF CD 20018 (now MPB CD 4025) Balance 12/31/17: \$84,003.⁴³.

Community Hall Savings Fund 2966 balance 12/31/17: \$552.⁵⁵. Park Savings Fund 2917 balance 12/31/17: \$2,639.¹². Home Depot Foundation Park Grant Gift Card 1458 balance 12/31/17: \$330.¹⁰. Hoffman and Korn's motion to accept all accounts' December finance reports as read; motion carried unanimously.

Invoices: General Account-Advantage Plumbing and Heating (\$95), Aqua PA (\$418), Butler Twp. Police (\$2,750), PTD internet (\$99.⁹⁵). Babb and Hoffman's motion to pay all invoices carried unanimously.

Mayor Brocius received no Butler Township Police monthly report for December from Chief Ed Tarantelli. Code Enforcement Officer Robin Ennis had no report. Gordon Citizens' Fire Company No. 1 Annual Report for 2017 by Chief Dornsife showed 92 calls, 556 total man-hours.

Solicitor Christopher Riedlinger, Esq., sent no report in his absence. Councilman Korn had the solicitor write Verizon a letter last month regarding trees down on phone lines behind his house in the borough.

Borough Communications/Committee Reports: Borough Manager/Emergency Management Coordinator Quick had each council member sign our 2018 Municipal/County EOP Promulgation Statement for return to SCEMA by 3/1. UCC permit 2017-010 was issued for borough HVAC and permit 2017-011 for Rodriguez porch at 610 McKnight. Cool Works and Quick removed the remaining Community Hall HVAC units and placed two new ones using the skid loader. The fire company put half down on the truck bay propane installation, which will begin once the hall HVAC project is completed. Quick owns a 36 gallon fuel tank he will transfer to a borough vehicle to get diesel for the skid loader. Eventually, the plan is to convert the municipal building from oil to propane, then drain, relocate and replace the oil tank with diesel.

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A winter projects timeline is being created. The hall bathroom remodel is slated for March-April. Sourcing materials for painting the hall has begun (with labor provided by Schuylkill Probation Court); work will be scheduled around planned events. Mayor Brocius added that a Super Bowl party is February 4th, the Boy Scouts' Pinewood Derby February 24th and the Blue and Gold banquet is March 10th.

Quick installed a stop sign at West Plane and Biddle, built a storage loft in the garage using lumber from frequent borough truck accidents over the past year, and completed the Old Mountain Road widening project, with the dirt/debris pile to be removed after spring thaw. He also attended PennDOT stop sign and intersection control training on 12/18 and had a meeting with PP&L about street lights in Rattling Run development. Dumboski asked about the planned number of new lamps. Quick replied starting halfway up the cul-de-sac we will add three. The borough is responsible for digging a trench to the nearest transformer.

Entech Engineering donated to Schuylkill Community Action on behalf of Gordon Borough, designating the money to be allocated for helping citizens within the immediate area. DCED's Floodplain Management Activities Annual Report has been completed, detailing all development permits issued within our municipality; the submission deadline is February 28th. As previously approved, a borough check will be cut next week for the firefighters' school project, matching the fire company's \$2500 donation.

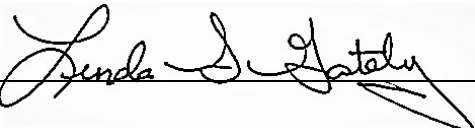
The awarding of the bid for our state grant demolition project was given to Madonna Enterprises of Port Carbon, according to Quick's conversation with Michelle O'Connell from the county demolition office. There is no date set yet, a few weeks minimum. Madonna has to obtain their bond for the project and finish up other jobs first. Babb will help Quick remove plywood sheets and the hot air furnace from the old school building. Quick will contact owner Vince Madonna in the next few days to go over our borough citizens' request to preserve some bricks and the cornerstone from the building.

Playground Equipment grant season ends May 2018. Dumboski asked about the community park design contest via the borough Facebook page to get specs/quotes to complete a grant application. No council member has taken the lead on this project as yet.

Research by the Borough Management Committee into responsibilities using the borough code and other municipal sources will begin in order to create job descriptions for borough manager/maintenance worker and secretary-treasurer. PSAB (Pennsylvania State Association of Boroughs) Web Design administrators will contact us on how to handle our own website updates listing new council members, committees, ordinances, resolutions, etc., once the change of contact form we received late today has been completed.

In New Business, Quick reminded council that Gordon Borough will host the January 24th North Schuylkill Council of Governments (COG) meeting at 7:00 p.m., and again in September. It is good exposure for the municipal building, and council is encouraged to show support by their attendance.

The next Gordon Borough Council Meeting is at 7:00 p.m. on Tuesday, February 13, 2018 in the Gordon Borough Municipal Building. There being no further general business, motion by Korn and seconded by Hoffman carried unanimously to adjourn the regular Gordon Borough Council meeting at 7:39 p.m.

Attest:  Linda S. Gately, Secretary-Treasurer January 2, 2018