

# BOROUGH OF GORDON

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## Meeting Minutes

March 21, 2017

The regular monthly meeting of the Gordon Borough Council, rescheduled from March 14<sup>th</sup> due to weather, was held on Tuesday, March 21<sup>st</sup>, 2017, at 7:00 p.m. in the Gordon Municipal Building. Councilpersons Present: Valerie Dornsife, Richard Babb, Shannon Dumboski, Brian Hansbury, Jeffrey Hoffman and Jason Quick. Also Present: Borough Manager/ Secretary-Treasurer Paul Snyder, Assistant Linda Gately and Solicitor Christopher Riedlinger. Citizens: Jessica Slotcavage, Randy Bilder, Ramon Soto, and Leo Rauber, Jr. Absent: Council President Michael Rader and Mayor George Brocious.

Council Vice President Dornsife called the meeting to order with the Pledge of Allegiance. Motion by Brian Hansbury that council accept minutes from the regular meeting on February 14<sup>th</sup> as presented by Secretary-Treasurer Paul Snyder carried unanimously.

General Account financial report: February opening balance \$67,613.<sup>15</sup>; receipts of \$12,294.<sup>51</sup> including \$24 checking interest; expenditures of \$12,983.<sup>18</sup>; February 2016 ending balance: \$66,924.<sup>48</sup>. The MPB General Account CD 0830 balance is \$14,371. No change in MPB Muni Fund 3430 balance: \$2,177.<sup>38</sup>. BB&T General Account CD 8835 balance: \$5,080.<sup>05</sup>. Motor License Fund February opening balance was \$4,638.<sup>72</sup>; receipt of \$1.<sup>60</sup> interest, no expenditures; end of February 2016 MLF balance: \$4,640.<sup>32</sup>. BB&T MLF CD 0018 balance \$84,017.<sup>11</sup> (losing \$74/mo. interest (@1.20%) since 10/7/16 maturity; auto-renew rate is now only 0.15%). Community Hall Improvement Fund balance remains \$1,239.<sup>86</sup> with no activity. Snyder deposited a Citizens' Fire Company check in the Community Hall Improvement Fund the same day he received it from George Brocious to bring the balance above \$1500 to avoid the new BB&T \$12/mo. service fee. Motion by Jason Quick for council to accept the Treasurer's February 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 (\$372.<sup>50</sup>), SWIF (\$835), Groody Oil (\$400), PA Dept. of Revenue (\$127.<sup>45</sup>), IRS (\$1,122.<sup>31</sup>), Butler Twp. February police coverage (\$2,750), Geisinger Health Plan \$147, Tom's Car Care \$201.<sup>61</sup> F550 transmission cooler line and \$99.<sup>95</sup> plus \$109.<sup>13</sup> for Chevy service, Gene's Supply ice melt \$22.<sup>99</sup> and transmission fluid \$12.<sup>57</sup>, Direct Energy generation \$1.<sup>15</sup>, PPL regular street lights \$359.<sup>14</sup> and LED \$853.<sup>92</sup>, Muni building electric \$133.<sup>60</sup>, BIU of PA \$42 UCC permit, MPB roof loan (\$802.<sup>78</sup>), POCS after-hours calls \$7.<sup>60</sup>, PTD internet \$99.<sup>95</sup>, CPP supplies \$113.<sup>25</sup>, Entech Chapter 94 report and Hobart flood zone work \$275, Berkheimer collection commissions for LST (\$39.<sup>84</sup>), and EIT (\$235.<sup>31</sup>), 2017 tax bills \$63.<sup>04</sup>. Council was given a line-item YTD budget for all accounts. Jason Quick's motion to pay general account invoices carried unanimously.

Sewage Revenue Account financial report: \$198,195.<sup>91</sup> opening balance 2/1/17, interest receipt of \$68.<sup>87</sup>, Sewage quarterly property bill receipts of \$1,762 (\$640 from Portnoff) & penalty receipts of \$101.<sup>49</sup> (\$40.<sup>49</sup> from Portnoff), \$0 miscellaneous reimbursements after \$441 Portnoff attorney and lien fees, balance 2/28/17: \$200,128.<sup>27</sup>. Sewage Revenue MPB CD 0431 balance: \$86,085.<sup>54</sup>. Motion by Dumboski to transfer the Sewage Revenue MPB CD 0430 maturing on 4/5/17 to the Sewage Revenue Checking account: \$79,147.<sup>42</sup> balance matures 4/5/17; motion carried unanimously. Sewage Op./Maint. Acct. financial report: \$10,425.<sup>52</sup> opening balance 2/1/17, receipt of \$3.<sup>05</sup> interest, expenditures of \$5,706.<sup>11</sup> including SCMA-treatment plant (\$4,050.<sup>88</sup>), Riedlinger-SCMA \$275, Ridge Lane grinder pump-PPL (\$30.<sup>90</sup> & \$25.<sup>33</sup> to be reimbursed) and \$230.<sup>42</sup> pump station electric, \$1,085 Entech engineer and \$1,344.<sup>80</sup> Gene's Supply Pump Station Light batteries \$8.<sup>58</sup>, balance 2/28/17 was \$4,722.<sup>46</sup>. Sewage Reserve MPB CD 6530 balance: \$70,232.<sup>41</sup>. Jeff Hoffman's motion to accept all Sewage financial reports as read carried unanimously.

Snyder reported that the Motor License Fund allocation should direct deposit shortly. The certificate of compliance he sent a week ago is only good for 15 days, and his contact at the state has offered to hand carry two new certificates requested from the borough in order to expedite release of our funds.

The annual State Ethics Commission Statement of Financial Interests forms previously given to borough officials are due by May 1<sup>st</sup>. Jason Quick asked for a copy of the Pottsville Materials letter regarding bituminous coal that Paul Snyder will sign and return.

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Snyder stated UCC and occupancy permits were issued by BIU's Frank Filiziani for a new beauty salon; unpaid tapping fees and the additional ½ EDU per month will be added to the next sewer bill.

PPL replaced a light missed during LED conversion in the borough, but Jessica Slotcavage stated they replaced it with the same type bulb. Snyder said PPL will send someone out again to complete the work. LED lights in the Rattling Run Development and the 400 block of Biddle Street may be added later.

Snyder noted that re-sodding of the field at the top of town takes it out of use. He will work in all park field requests by having teams share time in different parts of the field on the same date. The schedule will be posted in April. The SKIP Cleanup campaign organizer Darlene Dolzani will supply bags, vests, and gloves for registered volunteers during the April 6-9 event.

Brian Hansbury announced that PennDOT's response to citizens' requests for Walmart Distribution Center directional signs was that they cannot be that specific with signage although the borough could purchase and place signs. Hansbury will try to work with Walmart on a directional signage solution.

Resident Tom Dando will need a PennDOT Highway Occupancy permit for a West Biddle Street house to be built. Snyder has met with the contractor regarding 400' of sewer line, but a cancelled meeting with borough engineer Don Cuff (Entech) will be rescheduled next week.

A missing retroreflective street sign must be purchased. Tom's Car Care repaired a transmission line hydraulic leak in the F550 and did Chevy servicing. Council to check with DCED/COSTARS on available financing for a larger truck and plow recommended by Quick. A USDA 35% grant for up to \$22k in proceeds with a 3% interest on any loan balance is being researched.

Future road projects in the borough list include tar and chip/patch holes and fix road to slope on the 600-700 block of Church Street. Grosser Street should be re-milled and paved also according to Quick. Quick reminded council of HVAC bids for the existing system with no air handler as discussed previously.

Mayor George Brocius received Butler Township Police Chief Ed Tarantelli's report for February, which was given to Snyder to read (18 calls and complaints within Gordon Borough, with breakdown as follows: 3 requests for assistance, 1 MVA, 6 EMS calls, 1 automatic alarm, 3 follow-up investigations, 1 animal complaint, 2 phone assignments, 1 criminal mischief. An April 19<sup>th</sup> Neighborhood Crime Watch meeting will be held at the Butler Township building starting at 7:00 p.m.

Solicitor Christopher Riedlinger, Esq., reported that he had been called by Lloyd Hampton regarding tracts in Rattling Run to be built. Hampton asked if the standard tap fee applies or if a break is possible. Since the borough ordinance 041514-09 is still in effect, the \$2,178.<sup>13</sup> sewage line standard tapping fee applies.

Riedlinger stated that during the courthouse demolition meeting \$1,400,000 was offered from the county to clear blighted properties that are owned by the municipality or condemned by the courts. However, it appears that Pottsville, St. Clair and Girardville projects already planned may eat up most of the grant. Hansbury recommended creation of a list of candidate properties in the borough that could be condemned.

Snyder received no remittance from Portnoff Law Associates this month due to snow storm Stella. Jason Quick said plowing during storm went well, although the borough received notice from PEMA that the county did not qualify for aid. He thanked Paul Dean and Paul Snyder for roadwork and appreciated Mark Harris' fixing the truck. Quick recommended council consider adding a pre-owned salt storage container (\$2,800, Perkins T.P. Trailers) and skid loader in the future. Butler Township currently provides our salt and free use of their skid loader. COSTARS salt agreement deadline for 2017 has passed; the borough is obligated to purchase 60% of contracted amounts when/if we begin our own purchasing next year. A broken pole PennDOT knocked down during the storm was repaired.

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Regarding possible placement of a new borough shed, Riedlinger said he won't know without a full title search if there is a deed or easement for the 80' right of way at the borough building, although verified in a 1969 document from the Department of Highways. Since a post-1976 search had not been done, council previously authorized Riedlinger to have Pellish Law complete a \$250 title and lien search.

Zawada's quote (\$11,618 w/o insulation) for the garage pole building extension (30x16x12' with an overhead and side door) was discussed, with Riedlinger recommending waiting until the April meeting for the title search completion and for Quick to try getting under the bid threshold.

Motion by Quick to approve Schuylkill County Municipal Authority's broad acquisition agreement carried unanimously (borough retains cash on hand) as requested by Solicitor Riedlinger. Borough Engineer Don Cuff of Entech will now begin a list borough sewer assets, with which Riedlinger asked Snyder's help. A request was made for a community presentation stating upcoming borough sewage changes before the SCMA agreement is finalized. Riedlinger will investigate that possibility.

Motion by Jeffrey Hoffman to accept Council Vice President and Recreation Committee Chair Valerie Stitzer Dornsife's letter of resignation effective at this meeting's adjournment was accepted unanimously, with regret. Solicitor Riedlinger noted council has 30 days to fill the vacancy, or it is turned over to the vacancy board. Committee and signatory changes may be discussed at the next meeting as a result of this action. Riedlinger suggested having the mayor ready at the next meeting to administer the oath of office to the council appointee.

Resident Randy Bilder plans to break his Old Mountain Road property into three acre lots, seven acres of which is in Gordon. Bilder asked if there are enough openings for sewer lines. Snyder responded there is sufficient capacity to add Bilder's lines, but informed him to also get pre-approval from county zoning.

Citizen Jessica Slotcavage presented the annual youth fish rodeo flyer for the event to be held Saturday, May 6<sup>th</sup> from 8-4 at Gordon Community Park. It is Gordon Fish and Game's 100<sup>th</sup> anniversary celebration. She asked for a special needs section to be created. Council suggested looking into ADA for handicap accessible funding. The park setup is Friday, May 5<sup>th</sup>, the rodeo on the 6<sup>th</sup> and cleanup on the 7<sup>th</sup>. Boy scouts will now camp over in order to help with the event; they had planned to clean up the park on March 25<sup>th</sup> but that was postponed due to weather.

Paul Snyder reminded council he will be out of town during the next meeting date. Motion by Shannon Dumboski to keep the next regular Borough Council meeting on Tuesday, April 11<sup>th</sup> at 7:00 p.m. in the Gordon Municipal Building carried unanimously. There being no further business, a motion was made by Dumboski at 8:10 p.m. to adjourn this meeting of Gordon Borough Council to go into executive session carried unanimously. No actions were taken as a result of the executive session.

Attest: \_\_\_\_\_

Paul L. Snyder, Secretary-Treasurer March 21, 2017