

# BOROUGH OF GORDON

286

## Meeting Minutes

May 10, 2016

The regular monthly meeting of the Gordon Borough Council was held on Tuesday, May 10<sup>th</sup>, 2016, at 7:00 p.m. in the Gordon Municipal Building with Council Vice President Valerie Stitzer presiding. Councilpersons present: Richard Babb, Shannon Dumboski, Brian Hansbury, Jason Quick and Valerie Stitzer. Also present: Solicitor Christopher Riedlinger, Borough Manager/Secretary-Treasurer Paul Snyder, and Assistant Linda Gately. Absent: Mayor George Brocious, Council President Michael Rader, and Councilman Jeffrey Hoffman. Citizens attending: Carol Fetterolf, Jessica Slotcavage, and Leo Rauber.

Vice President of Council Valerie Stitzer called the meeting to order with the Pledge of Allegiance. Motion by Dumboski that council accept minutes from the last regular meeting on April 19<sup>th</sup>, 2016 as presented by the Secretary-Treasurer Paul Snyder carried unanimously.

General Account financial report: April opening balance \$92,922.<sup>43</sup>; receipts of \$33,464.<sup>67</sup> including \$38.<sup>06</sup> checking interest; expenditures of \$13,676.<sup>49</sup> plus outstanding checks worth \$2,132.<sup>09</sup>; April 2016 ending balance: \$112,994.<sup>26</sup>. Motor License Fund April opening balance \$62,644.<sup>34</sup>; interest receipts of \$22.<sup>40</sup>; balance end April: \$62,666.<sup>74</sup>. Snyder reported a Community Hall Improvement Fund balance of \$2,468.<sup>50</sup>. Online account access forms were signed by pertinent officials, as required to accurately reconcile BB&T accounts. Motion by Jason Quick 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 carried unanimously. Council was provided a line item budget of all accounts against YTD budget.

Sewage Revenue Account financial report: \$192,766.<sup>23</sup> opening balance 4/1/16, interest receipt of \$72.<sup>32</sup>, Sewage quarterly property bill receipts of \$20,520 & penalty receipts of \$153.<sup>00</sup>, Miscellaneous reimbursements of \$45.<sup>34</sup>; balance 4/30/16 of \$213,556.<sup>89</sup>. Sewage Operations & Maintenance Account financial report: \$8,427.<sup>22</sup> opening balance 4/1/16, receipt of \$2.<sup>51</sup> interest; expenditures of \$7,062.<sup>12</sup>; balance 4/30/16 was \$1,652.<sup>09</sup>. Sewage Reserve Account financial report: \$69,951.<sup>56</sup> opening and end 4/30 CD balance (interest now paid semi-annually). Shannon Dumboski motion for council to accept the Sewage account financial reports as written and read by Secretary-Treasurer Snyder carried unanimously.

Snyder read current General account invoices for council approval, including Entech (\$930), SWIF (\$1,233), Riedlinger-legal fees (\$646), Lindenmuth (\$8.<sup>76</sup>), Tom's Car Care (\$38.<sup>75</sup>), and Aqua PA (\$418). Motion by Brian Hansbury to pay regular monthly general account invoices carried unanimously.

Biros rebuilt the extra pump and installed a new Pump station #1 electric wire; both from our storage. Two deck permits were issued. Four loads of limbs were taken to the mill by Snyder. PA One Call was informed of a street light that is out. Fire Police gear to be ordered is not eligible for liquid fuels reimbursement.

Councilman Quick motion carried unanimously to advertise the part-time maintenance worker position and accept applications until the next meeting, with responses sent to <http://www.gordonboro@ptd.net>. Position is budgeted for \$9,000/yr.; job description is available in the borough office.

Paul Snyder's snowstorm Disaster Emergency #DR-PA-4267 costs reimbursement meeting with SCEMA is 11 a.m. May 11<sup>th</sup>. Snyder is Gordon Borough's Applicant's Agent. Snyder reported that the Copycat service agreement is up \$75 this year to \$525. Quick responded that it is still less expensive than a newer comparable copier, and made a motion to accept the renewal fee. Motion carried unanimously. An 8/22 CDBG grant submission deadline was announced for eligible acquisition and resale of property, blight demolition, code enforcement, fire company, park, sewers, water lines, lead hazard reduction, elderly/handicap access, rehabilitation projects, etc. if the borough has a project in mind.

Solicitor Christopher Riedlinger, Esq., reported that the revised garbage contract will be advertised 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 bid bond requirement will be changed to 25%, with council voting for contract award at their July 12<sup>th</sup> meeting.



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Motion by Quick to advertise with changes specified above was unanimously approved. No reported activity was provided by Code Enforcement Officer (CEO) Robin Ennis for April. No action was taken by council on four \$40 code enforcement/blight courses advertised through PSAB for Ennis.

Butler Township Police Chief Ed Tarantelli provided an April 2016 report, which Snyder read into the minutes in the absence of Mayor George Brocius. The breakdown includes 19 calls and complaints as follows: 7 EMS calls, 4 phone assignments, 2 requests for assistance, 1 disturbance, 1 domestic, 1 follow-up investigation, 1 theft, 1 disabled vehicle, and 1 automatic alarm. Jason Quick also recommended a planning session to review and revise the upcoming police contract renewal to add more presence and coverage hours for speeding on borough streets.

Streets Committee members discussed adding speed bumps to the Hobart Street road project. The committee will walk-through with Aqua, GHD, Rogele, and PennDOT of the Gordon feed restoration project on Gordon Road and Biddle Street Monday, June 13<sup>th</sup> at noon. The road is settling at Hobart, since no curb was put in after the Aqua work done—no time frame was given for the fix. Different sized sewer lines were installed; our engineer Don Cuff (Entech) is aware. Pothole repair areas will be added to the repair bid list now that asphalt is available. Snyder has footage on most streets, and added that PennDOT never inspected the state highways of Biddle and McKnight Streets. Grosser Street potholes can be fixed using liquid fuels money only if we put it in our minutes book listed as a public road, as was approved by council. It is 100' long and 12' wide (not wide enough to meet a 16' state minimum). Snyder checked the stone fill vs. curb issue according to floodplain ordinance – legal unless a curb is installed. Quick wanted to add the street above the dairy to the public road project (private parking area)—no action taken.

Quick Motion to advertise for roadwork bids to start by August 15<sup>th</sup>, plus chip and tar those borough roads not yet as bad. Quick motion to order No Parking signs, standards, bolts, and accessories as needed from U.S. Municipal Supply – only one sign is in borough stock. Both motions carried unanimously.

Recreation Committee chair Valerie Stitzer will provide an updated June and July park reservation schedule. Updates will post on our website. Property: Quick asked to have an HVAC project update look at replacing damaged and missing ceiling tiles to prevent further loss of energy efficiency by the borough.

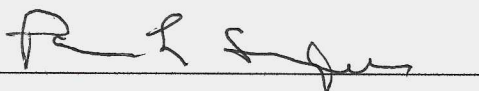
During Public Participation, Citizen Carol Fetterolf reported the Amvets Memorial Day events are set to start with a 9 a.m. service followed by the parade at 10 and block party at 11. Citizen Jess Slotcavage asked for permission to advertise the June 4<sup>th</sup> community yard sale sponsored by the Gordon Fish and Game, saying Stacy Lavas will post also on social media. Citizen Leo Rauber stated that trucks are still flying down Gordon Mountain, past his house into the development. Jason Quick added that police should be reminded to ticket offenders. Rauber asked if CEO Ennis' citations were issued; Riedlinger answered that she had called him to contact the magistrate to schedule hearings.

FOG (Friends of Gordon) President Babb clarified they do not have the manpower or financial resources to plan the borough's 125<sup>th</sup> "Quasquicentennial" anniversary celebration 1 p.m. Sunday, August 14<sup>th</sup> at Gordon Park, a day after Gordon School's Reunion. Val Stitzer offered to work on event plans to be finalized in July. Pennsylvania Association of Boroughs (PSAB) will present a commemorative plaque at a council meeting date when notified by Snyder.

The next borough council meeting is Tuesday, June 14<sup>th</sup>, 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 8:15 p.m.

Attest:



Paul L. Snyder, Secretary-Treasurer

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