

Borough of Gordon Council Meeting Minutes May 4, 2020

The regular monthly meeting of Gordon Borough Council was held Monday, May 4, 2020, at 7:00 PM. Due to the COVID-19 pandemic disaster the meeting was held via telephone conferencing. The phone number for the conference was duly advertised in May 1, 2020 Republican Herald and posted on the Gordon Borough Hall door. A reporter from the Republican Herald, John Ursalis, participated using that number.

President Todd Houser lead the pledge of allegiance, Secretary Cathy Moyer held roll call. Council members Todd Houser, Jeffrey Hoffman, Richard Korn, Jason Quick and Tracy Hughes participated in the call providing a quorum. Operations Manager, George Troutman, Secretary Cathy Moyer, Solicitor Christopher Reidlinger and two citizens, John Ursalis of the Republican Herald and Natalie O'Connor of Entech Engineering also participated in the conference call.

Public Comment: None

Minutes: A motion was made to approve the meeting minutes of April 6, 2020 as presented by the Secretary.

Motion: Tracy Hughes Seconded: Richard Korn

Treasurer Report: Secretary/ Treasurer Cathy Moyer gave the financial report for the month of April. The Borough received income of \$22,713.63 and had expenses of \$30,588.39. Ms. Moyer pointed out to Council that part of the income was from the receipt of our insurance dividend check from MRM of \$3,163.20, real estate taxes from Stacy Lavas for the first half of April in the amount of \$15,350.14. Also, she noted that the Earned Income Tax received so far is almost the same amount as the Earned Income Tax was at last year. Our expenses included our insurance for property, auto, and liability in the amount of \$7799.00 and the Public Officials Liability Insurance in the amount of \$1,612.50. Also, the 2015 Audit was completed by Deegan Corporation at a charge of \$6,000.00. As of April 30, 2020, the General Account Balance was \$78,913.16 and the Motor Licensing Fund balance was \$26,111.07.

A motion was made to approve the Treasurer's report as presented.

Motion: Tracy Hughes Seconded: Richard Korn

Payment of Invoices: A motion was made to pay the invoices for May.

Motion: Tracy Hughes Seconded: Richard Korn

Mayor's Report:

Police Report: Secretary Cathy Moyer read the police report for the month of March. There were 28 calls and complaints in March.

Fire Company Report: Mayor George Brocius reported that there was a wing night on May 2, 2020 which made \$612.00.

President Todd Houser then introduced Natalie O'Connor from Entech Engineering. Ms. O'Connor gave some background on the FEMA Project. Entech is now looking for approval on the proposal for the Rattling Run Creek Bank Erosion and Retaining Wall Repair/Replacement. The project would replace the wall behind the old bank building from the culvert to the other wall which has already been completed. Entech would oversee the preliminary and final design and bidding process. the project has a projected cost of \$51,400.00. The project will be completely paid

by FEMA/PEMA except for the first \$10,000.00 which comes out of the Borough's account and would be reimbursed later. The remainder of the costs Entech will be able to submit directly to FEMA/PEMA. Also, Ms. O'Connor was able to get a six-month extension from May 27, 2020 to November 27, 2020 to complete the project.

A motion was made to accept the Final Design Proposal and allow Entech to act as the Borough's bidding agent.

Motion: Tracy Hughes Seconded: Richard Korn

Solicitor's Report: Solicitor Reidlinger first discussed the sale of 312 McKnight Street. He has been working on the deed but said he needed more information on the buyer. Also, a decision had to be made as to who was responsible for certain costs from the sale. It was discussed and the Council members decided to pay for Attorney Reidlinger's fees, but the buyer would be responsible for the recording fees, realty transfer tax and the 2020 real estate taxes. These fees would probably be around \$160.00 in costs.

A motion was made for approval to convey the sale of 312 McKnight Street for \$1500.00 and the buyer would be responsible for paying the recording fees, the realty transfer tax, and the 2020 real estate taxes. The motion also authorized Todd Houser to sign the deed as the Gordon Borough signatory.

Motion: Tracy Hughes Seconded: Richard Korn

Next Attorney Reidlinger explained that the state passed a law allowing municipalities to extend the discount periods for the 2020 taxes to any day up to August 31, 2020 and the non-penalty period to any day up to December 31, 2020. This is not mandatory but is at the discretion of the municipality. At this point neither the County or the School District have extended the discount and non-penalty period. If the Borough should decide to do the extension, the tax collector would have to recalculate the tax payments as the tax bills would not reflect this change. Also, the extension would have to be done by resolution. The council discussed the situation and since the EIT collections do not reflect a problem with unemployment it was decided not to do the extension. Solicitor Reidlinger then suggested the motion be made that should the county by the 15th decide to do the extensions that the Borough follow suit and he would then draft a resolution.

A motion was then made not to approve the extension now but to align with the County should the County approve the extension.

Motion: Tracy Hughes Seconded: Richard Korn

Operations Manager Report: George Troutman reported that he is working on replacing old and damaged signs in the Borough. So far, he ordered street signs at a cost of \$640.00. He would like to order more and questioned his budgeted amount. He was told that \$1500.00 was budgeted for signs. A motion was made allowing him to purchase up to \$1500.00 in signs.

Motion: Tracy Hughes Seconded: Richard Korn

Mr. Troutman then explained that he would like to purchase a fuel transfer tank for the back of the pickup truck for diesel fuel for the skid loader. He had a quote from Tractor Supply in the amount of \$330.00 for the tank and \$299.00 for the pump a total of \$629.00. A motion was then made to allow him \$700.00 for the purchase of the tank.

Motion: Tracy Hughes Seconded: Richard Korn

Jason Quick then asked him what he was using to haul the mower. It was suggested that he look at buying a used trailer.

A motion was made to adjourn the meeting at 7:54 PM

Motion: Tracy Hughes Seconded: Richard Korn

The next meeting will be held on June 1, 2020.

The meeting was adjourned at 7:54 PM.

Motion: Tracy Hughes Seconded: Richard Korn

*All motions unanimous unless noted.

Attest: _____ Cathy Moyer, Secretary /Treasurer June 1, 2020