

Jermyn Borough

Council Meeting

1/19/2023

The Jermyn Borough Council held a council meeting on Thursday, January 19, 2023, at 7:00 pm in the Council Chambers of the Jermyn Borough Building, 440 Jefferson Ave. Jermyn, PA 18433.

The meeting was called to order by President Frank Kulick with the Pledge of Allegiance.

On roll call, the following members were present: Frank Kulick, Kevin Napoli, Jeff Morcom, Carl Tomaine, Robert Hunt, Dan Markey, Bob Chase, and Nicole Stephens. Mayor Fuga and Attorney Representative Brendan Fitzgerald were also present. Trish Dabney, KBA, NEIC, Jim Perry, and Stanley Hallowich were absent.

Minutes: A motion was made by K. Napoli to accept the minutes of 12/15/22 as presented, seconded by J. Morcom. All in favor, motion carried.

Treasurer's Report/Bills Payable: S. Lee read the treasurer's report:

Current Assets

Checking/Savings

Capital Reserve - DPW	10,728.08
Capital Reserve - Police	4,871.82
Crime Watch Fund	222.69
General Fund – Community	105,440.55
General Fund – FNB	6,016.11
Holiday Lights Fund	1,424.09
Investment - General Fund	1,013.82
Investment - Liquid Fuels	34,229.28
Investment - Paving Fund	1,024.35
Investment - Recycling	5,064.85
Investment - Refuse	2,632.16
Liquid Fuels - FNB	54.18
Petty Cash	227.00
Recreations Fund	25,115.59
Recycling - Community	11,693.84
Refuse Checking - FNB	52,810.88
Total Checking/Savings	262,569.29

Current Liabilities

Accounts Payable

200000 · Accounts Payable	17,289.30
Long Term Debt	241,385.02

A motion was made to accept the treasurer's report and pay bills by K. Napoli. Seconded by C. Tomaine. All members in favor. Motion carried.

Ratify Bill Paid on 12/27/22: Motion was made to accept bills paid on 12/27/22 by J. Morcom. Seconded by C. Tomaine. All in favor, motion carried.

Presentation: Mayor Fuga presented the Lakeland Girls Cross Country Team with a certificate of achievement from the borough. Congratulating them for being the first Lakeland girls' team to make and compete at states in Hershey.

Correspondence: F. Kulick read a letter from Mayfield Mayor Al Chelik, thanking the council for their letter of recognition of his time served as Mayor of Mayfield.

Disclosure of Executive meeting held December 27: Was to discuss personnel matters related to the need for a part-time Borough Manager.

Public Comment: None

Professional Reports:

Police: Police Chief advised that the number of responses they have been able to do has increased with the help of the third full-time officer, as it is allowing them to take on more calls. As usual, they are still doing bus stop watches and house watches as they receive requests from the residents. They also participated in doing lockdown drills at the schools, to go over what they are doing correctly and what needs to be improved. Finally, they received a letter from the Wright Center thanking them for such a quick response when one of the employees mistakenly triggered the live shooter alarm. Knowing how quickly they were able to respond if such an incident should occur helped the employees feel safer.

Fire: None

EMA: None

Solicitor: B. Fitzgerald advised that they have been able to serve eight of the property owners for the property taking under the Rushbrook Creek project. Some are still in the mail, just waiting for the proper notification that they have been delivered. Currently, we do have a few owners who are working on negotiations with us, but we also have a few who have come back stating they no longer own the properties. So, they recommend getting a title searcher to help locate the proper/ current owners.

Code Enforcement: Absent

Grants: None

Zoning: None

Engineer: Absent

Tax Collector: N. Stephens advised that for 2022, she collected 830 Real Estate taxes totaling \$275,660.36 and garbage of \$222,105.00. We have sent in 90 Delinquents totaling \$ 20,859.69 in Real Estate and \$22,440.00 for garbage.

Mayor: Received a call regarding Tri Star Daycare with a concern about the new light installed, as the light is shining into the neighboring homes. S. Lee advised that she reached out to them they are looking at putting a timer on the light so it would only be lit when staff and children are arriving.

Committee Reports:

Planning Commission: None

Public Safety: None

Finance: None

Shade Tree: None

Grants: None

MS4: S. Lee played a short video during the council meeting

DPW: T. Fuga advises that the stormwater project on Mellow Ct has been completed, and water appears to be working properly. So, paving can move forward to complete the project. We have a couple more in town that we may have to do once this is completed.

Recreations: None

Lackawanna County Hazard Mitigation Plan:

Motion was made to pass resolution 01-2023, the execution of a memorandum of agreement regarding the 2026 hazard mitigation plan update with Lackawanna County by D. Markey. Seconded by K. Napoli. All in favor, motion carried.

Audit:

Motion was made to contract with Brian T. Kelly & Associates, LLC to perform the 2022 Audit for \$5250.00 by C. Tomaine. Seconded by D. Markey. All in favor, motion carried.

LED Light Changes: S. Lee advised that when she reached out about changing the light on Delaware St. to an LED to make it brighter and resolve a resident's complaint. PPL advised that they were no longer charging to have the lights converted to the new LED; she then requested that all remaining 16 non-LED lights in Jermyn be converted to the new LED lighting.

Administrative Staff Appointment: It was discussed that a part-time borough manager was needed, who would take on the duties of a borough manager, along with being the Right to Know officer. This position would be a minimum of 20 hours per week or more, depending on the borough's needs, at a salary of \$27,000.00 per year.

Motion was made to appoint Dan Markey as part-time borough Manager by C. Tomaine. Seconded by K. Napoli. With a 4 to 1 vote and 1 abstention, the motion carried.

Motion was made to accept D. Markey's Resignation from Council to fill the part-time borough manager position by C. Tomaine. Seconded by J. Morcom. All in favor, motion carried.

New Business: F. Kulick discussed solicitor about requesting information on a title searcher, B. Fitzgerald has recommended someone, and he will ask the area office to reach out to this person on behalf of the borough.

The motion was made to have the solicitor's office reach out to Mr. Derkowitz for a retention agreement letter to handle the title search for the Rushbrook Creek properties by F. Kulick. Seconded by K. Napoli. All in favor, motion carried.

A.Fuga also wanted bring up a water problem over on Chestnut St. where the work is being done for R&L. As he feels we should look at installing a couple catch basins while the road is under construction, so that when it gets repaved we don't continue to have water issues that may ruin the new road.

S. Lee gave an update on the auto claims that took place on Washington Ave. So far, we have received one of the payments, she is still waiting to hear back from one of the insurance companies on the second claim that was submitted.

Executive Session: Council convened into executive session at 7:36 pm to discuss litigation matters. Council reconvened from executive session at 7:45 pm.

F. Kulick confirmed that Dan's first day back will be Monday, January 23rd to take his position as the part-time borough manager.

Adjournment: A motion was made to adjourn by K. Napoli. Seconded by J. Morcom. All members in favor. The meeting adjourned at 7:46 pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read 'Shannon Lee'.

Shannon Lee, Secretary/ Treasurer