

Jermyn Borough

Council Meeting

3/16/2023

The Jermyn Borough Council held a council meeting on Thursday, March 16, 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, Carl Tomaine, Robert Hunt, Chris Cook, and Bob Chase. Attorney representative Brendan Fitzgerald was also present. Trish Dabney, Kevin Napoli, Jeff Morcom, Nicole Stephens, KBA, NEIC, Jim Perry, and Stanley Hallowich were absent.

**Minutes:** R. Hunt made a motion to accept the minutes of 2/16/23 as presented, seconded by C. Tomaine. All in favor, motion carried.

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

Current Assets

Checking/Savings

American Rescue Plan Fund	151,668.12
Capital Reserve - DPW	10,728.08
Capital Reserve - Police	5,006.82
Crime Watch Fund	222.69
General Fund – Community	55,196.60
General Fund – FNB	6,027.55
Holiday Lights Fund	1,459.09
Investment - General Fund	1,020.97
Investment - Liquid Fuels	22,470.90
Investment - Paving Fund	1,031.58
Investment - Recycling	100.61
Investment - Refuse	150.74
Liquid Fuels - FNB	4,899.73
Petty Cash	225.00
Recreations Fund	26,807.89
Recycling - Community	17,656.76
Refuse Checking - FNB	1,568.33
Total Checking/Savings	360,241.46

Current Liabilities

Accounts Payable

200000 · Accounts Payable	10,191.01
Long Term Debt	240,599.08

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

**Ratify Bill Paid on 2/27/23:** Motion was made to accept bills paid on 2/27/23 by C. Tomaine. Seconded by F. Kulick. All in favor, motion carried.

**Secretary Report:** S. Lee reported to the council the following information.

- I have completed and submitted the municipality's recycling report for 2022.
- Rental Permits- Still receiving in retail permits, I am down to only missing 55 responses for permits.
- I have signed off and submitted the MS4 report that was requested.
- Pension Audit- I have submitted all requested paperwork, and am awaiting to hear back once completed.
- Financial Audit- was submitted on Tuesday, and I am awaiting the closing paperwork.
- Tri-Star Academy graduation, June 9<sup>th</sup>- They will need fire police; the event should run from noon to 3 p.m.
- Follow up about the intersection down by Dollar General, have we gotten a hold of PennDOT about possible deflectors?
- KBA is working on getting me the plans for the DPW garage floor so we can put it out to bid.
- Complaints about Bonnie Drive and the lack of patchwork being done on the roadway. I have reached out to the construction company, and they will discuss with Leeward to make sure the patchwork is being done correctly and any items that need to be marked/coned are being done.

Kevin Napoli arrived at 7:17 pm.

**Correspondence:** F. Kulick read a letter from Arthur & Joanne Wilson, requesting that the Rear property of 156 S Washington be exempt from the garbage fee. As there is no one living or renting the garage/ pool area.

After the discussion, the council agreed that they are not able to remove the garbage fee as they are deemed as two separate properties. For the fee to be removed, the property would need to be assessed and merged into one deed and one single-family unit.

**Public Comment:** None

**Professional Reports:**

Police: Absent

Fire: None

EMA: None

Solicitor: B. Fitzgerald advised that all eminent domain proceedings have been served; with that said, they have reached out to Shay- Appraisals and Nasser. They have not received any objections yet, so they are looking for an appraiser so they can take the information to the board for review. They will be reaching out to the grant writer to help find more funding to cover future costs.

Code Enforcement: Absent

Grants: None

Zoning: B. Chase advised that he has three permit requests, and they all have the same problem. None of the notes mentions the setbacks for the property. He will reach out to them and have them correct them so he can get them approved.

Engineer: Absent

Tax Collector: Absent

Mayor: Absent

**Committee Reports:**

Planning Commission: None

Public Safety: None

Finance: None

Shade Tree: R. Hunt stated that the shade tree will not pay to have the tree removed; if the resident would like, they can contract someone out to have the tree removed. F. Kulick stated that the council requested that they get quotes to have the tree removed.

R. Hunt then wanted to address the issue with the garbage cans on the 500 block of Washington Ave, as these should be collected in the back of the properties instead of the main road. F. Kulick advised that we will reach out to the owners again and request the relocation of the totes to the rear of the property for collection.

Finally, they also wanted permission for July 30<sup>th</sup> to have the concert in the park. Council approved

Grants: None

MS4: Short MS4 video was played

DPW: None

**Code Enforcement:** F. Kulick advised that our contract with NEIC will be up in June, and they require a 60-day notice if we would like to end the contract. He would like the council to think about this and whether we should renew our contract, as it costs us about \$6,000 a year. When us as council, can report any issues we see and send a notice to the resident, and then have a citation issued if the problem is not resolved in the specified period given.

**New Business:** F. Kulick advised that he talked to DCED about the peer training. We will need to pass a resolution allowing them to proceed with the peer training.

F. Kulick requested a motion to pass a resolution to allow DCED to provide peer training to Shannon in various forms of day-to-day government operations. Seconded by C. Tomaine. All members in favor. Motion carried.

K. Napoli wanted to address an issue that was brought to his attention, that a council member has been seen following the employees around town and driving around the borough building excessively, checking to see where employees are. This is a major issue as employees are allowed privacy and not to

be made uncomfortable by their employer, as it can turn into a greater issue. He is requesting that this please stop immediately to prevent any future issues.

**Executive Session:** Council convened into executive session at 7:44 pm to discuss litigation matters. Council reconvened from executive session at 7:58 pm.

**Adjournment:** A motion was made to adjourn by K. Napoli. Seconded by R. Hunt. All members in favor. The meeting adjourned at 7:58 pm.

Respectfully submitted,

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

Shannon Lee, Secretary/ Treasurer