

Jermyn Borough

Council Meeting

7/27/2023

The Jermyn Borough Council held a council meeting on Thursday, July 27, 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.

F. Kulick requested a moment of silence be held in memory of Art Wilson.

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

Minutes: C. Tomaine made a motion to accept the minutes of 6/15/23 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

American Rescue Plan Fund	135,720.13
Capital Reserve - DPW	10,729.15
Capital Reserve - Police	5,269.82
Crime Watch Fund	222.69
General Fund - Community	242,689.80
General Fund - FNB	6,558.31
Holiday Lights Fund	1,459.09
Investment - General Fund	1,036.81
Investment - Liquid Fuels	22,828.31
Investment - Paving Fund	1,047.59
Investment - Recycling	114.52
Investment - Refuse	163.28
Liquid Fuels - FNB	50,377.67
Petty Cash	223.00
Recreations Fund	26,988.82
Recycling - Community	2,569.57
Refuse Checking - FNB	217,018.41
Total Checking/Savings	725,016.97

Current Liabilities

Accounts Payable

200000 · Accounts Payable	93,77.97
Long Term Debt	238,793.10

A motion was made to accept the treasurer's report and pay bills by R. Hunt. Seconded by T. Dabney. All members in favor. Motion carried.

Ratify Bill Paid on 7/5/23: Motion was made to accept bills paid on 7/5/23 by J. Morcom. Seconded, C. Tomaine. All in favor, motion carried.

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

- State Rep Kyle Mullins' office will be using our Gym on August 21st and 30th to host a community outreach site from 10-12 on both days
- Delinquent garbage fees for residents, we have been able to get the past due balance down from \$28,219.02 to \$9,841.46 as of July 14th. F. Kulick asked how many are on the do-not-collect list? S. Lee advised 18, but only 8 Letters were received by the residents; the remaining letters have been returned to the office by the post office.
- I have been working on our PA one Calls, pave cuts, inspections, and updating our previous spreadsheet to try and help streamline our documentation to help ensure the utilities are applying for permits, and paying all required fees. I found UGI has been the most compliant, but PA American Water, on the other hand, not so much. With that said, and with my updated report, I was able to collect from them \$1,445.00 in overdue fees.
- Code enforcement, the borough has taken on this responsibility. I am going to ask that if you have any property maintenance issues that you need to report to me, so that a letter can be sent out to the property owner; please provide as much information as possible, and include photos if possible. As I am required to send photos along with these letters to the property owners. By doing so, this will help to prevent me from having to leave the office to collect this information, and if you are reporting an issue, you should be in view/witness to help collect and validate the violation at the time.

Correspondence: F. Kulick read a letter from the Wright Center addressed to Elected Officials and members of the Council. They will be holding a flag raising in honor of National Health Center Week at their Washington Ave location on Friday, August 11th, to start at 9:00 am. They will be raising the Jermyn flag in honor of it being the birthplace of first aid. They hope all can attend.

Public Comment: Gary Shimel, 202-204 Gibson St., requested that the drain located in front of his property be looked at, as the water doesn't drain and sits for days. Also, some kids in town have dug out some of the dirt under the drain, which can now make it a safety issue.

Stephen Myshak at the corner of Elm & Delaware St. would also like the drain looked at next to his property, as the water comes up over his sidewalk and into his yard.

Professional Reports:

Police: Absent

Fire: Absent

EMA: Absent

Solicitor: B. Fitzgerald advised that even though the residents on the garbage hold list are not putting out any garbage, they are still in violation of the garbage ordinance. So, what can be done is that a

municipal lien can be put on the properties so that if any sales or transfers happen, they would be required to pay the outstanding fees with interest and ensure that the borough can collect the payment at some point. He will also review the ordinance to confirm we would have no issue proceeding with the liens.

As for code enforcement, Shannon was correct with her report, but he wants to make sure the council is aware that we are not able to enter any private property.

Code Enforcement: None

Grants: None

Zoning: Absent

Engineer: Absent

Tax Collector: Absent

Mayor: Absent

Committee Reports:

Planning Commission: None

Public Safety: None

Finance: F. Kulick requested that they start to plan on some dates to meet to go over the budget for next year.

Shade Tree: None

Grants: None

MS4: None

DPW: absent

Recreations: S. Lee, I have reached out to Bambi Wilson; she has offered to help redo the stage curtains for us at just the cost of the materials to help complete the gym.

If everyone agrees I would like to have another camera placed on the pavilion at the park, I will reach out to our IT company to see if they can give us a quote and confirm if the WIFI is sufficient from the concession stand to reach this far, as we have had some damages at the other side of the park that the cameras don't cover this will also help with any incidents like injuries, or bullying that may take place to insure the borough is not at fault and for insurance purposes.

MASCARO: Representatives came from Mascaro's to address any issues the residents have with the work that is being done. As no residents had shown to voice their issues, F. Kulick had advised that the issues that he has seen on the internet but have not been officially addressed directly with the Borough office or council are the following. Cans not being emptied, missed pickups, and garbage being left on the ground. On the other hand, he has also received some compliments about the workmen putting the cans back up for some of the elderly residents.

The representatives requested that if a residents have any issues that they call them in as soon as possible to their call center so that they could rectify any issues as soon as possible.

DCED CFA MULTIMODAL TRANSPORTATION FUND APPLICATION: Motion was made to pass resolution 10-2023 authorizing the submission of a DCED CFA multimodal transportation fund grant application for the Jermyn borough roadway improvements by J. Morcom. Seconded by C. Cook. All in favor, motion carried.

RIVERVIEW WINERY: Never showed

PROPERTY UPKEEP IN THE BOROUGH: Addressed Above

MELLOW COURT FOLLOW-UP: The Borough is still trying to get quotes on having this project completed. S. Lee at this time asked Council if they could provide any other companies then the local ones they normally use, as she would like to move on and spread out to other companies to see if they would be willing to work with the Borough to have this alleyway paved to protect the new retention pond that was installed.

New Business: F. Kulick advised that he received an email from the grant writer about some grants that will be opening they are the Monroe County LSA & Statewide LSA. Monroe County is Due at the end of Sept, but I would like to have all the project(s) defined no later than 8/15/23 and filed by 8/31/23. Council discussed possibly applying for renovation of the upstairs of our borough building, and or possibly replacing the oldest DPW truck due to maintenance.

Executive Session: Council convened into executive session at 7:51 pm to discuss litigation matters. Council reconvened from executive session at 8:04 pm.

Old Business: None

Adjournment: A motion was made to adjourn by J. Morcom. Seconded by T. Dabney. All members in favor. The meeting adjourned at 8:06 pm.

Respectfully submitted,



Shannon Lee, Secretary/ Treasurer