

Jermyn Borough

Council Meeting

11/21/19

The Jermyn Borough Council held a council meeting on Thursday, November 21, 2019 at 7:00 pm in Council Chambers of the Jermyn Borough Building, 440 Jefferson Ave, Jermyn PA.

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, Kristen Dougherty, Jennifer Schreiner, Carl Tomaine. Kevin Napoli appeared at 7:34pm. Chase was also present. Cynthia Stephens, Joanne Wilson, Attorney Aquilino, Mayor Fuga, KBA, Stanley Hallowich, and Ann Marie DeSanto were absent.

Special Presentations: F. Kulick and Chief Arthur presented an award to Sgt. Edward Perechinsky for outstanding police work at a traffic stop on October 24, 2019, which led to multiple arrests and seizure of a large amount of cash and various different illegal drugs. Chief Arthur added that everything worked the way it should have during this situation. A concerned citizen in the community saw a suspicious vehicle in the roadway and reported it, and Sgt. Perechinsky could have just told the people to move along, but investigated thoroughly, leading to the arrests.

F. Kulick and Chief Arthur presented a plaque to Sgt. Anthony Caljean, recognizing 25 years of outstanding service to the Borough of Jermyn. Chief Arthur added that Sgt. Caljean is the only one here longer than him, and this is just a small token of what we could give Tony. He has prevented a rape from happening, as well as many other calls. He's an outstanding sergeant, and makes the Chief's job easier.

Minutes: A motion was made by J. Schreiner to accept the minutes of 11/7/19 as presented. Seconded by C. Tomaine. All in favor, motion carried.

Treasurer's Report/Bills Payable: D. Markey presented the treasurer's report as of 11/21/19.

**Jermyn Borough
Balance Sheet**
As of November 21, 2019

	Nov 21, 19
2019 Revenue Anticipation Note	228,258.20
DPW Capital Reserve	40,837.90
General Fund - Community	19,104.34
Holiday Lights	3,533.40
Investment - General Fund	1.39
Investment - Liquid Fuels	45,442.89
Investment - Paving Fund	11.75
Investment - Recycling	1.33
Investment - Refuse	2,569.81
Petty Cash	162.01
Recycling - Community	13,192.96
Refuse Checking - FNB	49,661.97
Shade Tree Commission	7,135.37
100050 - FNB General Fund	1,045.73
100052 - Liquid Fuels - FNB	10,501.23
100053 - Refuse - FNB	0.01
100125 - Crime Watch Account	721.75
100800 - Jermyn Recreations Commission	18,343.59
Total Checking/Savings	440,525.63

▼ Current Liabilities	
▼ Accounts Payable	
200000 · Accounts Payable	39,955.26
Total Accounts Payable	39,955.26
▼ Other Current Liabilities	
210000 · Withholding - Federal Income Tx	2,757.35
210100 · Withholding - Social Security	3,109.92
210200 · Withholding - Medicare	727.38
210300 · Withholding - State Tax	769.97
210400 · Withholding - PA Unemployment	83.69
210500 · Withholding - Local Tax	297.67
Total Other Current Liabilities	7,745.98
Total Current Liabilities	47,701.24
Total Liabilities	47,701.24

A motion was made by K. Dougherty to accept the treasurer's report and pay the bills as presented. Seconded by J. Schreiner. All members in favor, motion carried.

Correspondence: None.

Public Comment: None.

Reports:

Police Report: Chief Arthur reported that a couple arrests were made over the past couple of months. The police are still monitoring bus stops and doing house watch checks.

Fire Report: Chief Hallowich was unable to be in attendance tonight.

Zoning: Bob Chase has nothing at this time.

Tax Collector: Absent.

Mayor's Report: Absent.

Solicitor/Code Enforcement Officer: Absent.

Engineer: Absent.

Planning Commission: Absent. D. Markey stated we need a letter from the planning commission stating that the grant the borough would like to apply for to repair the sewer on Bacon Street is inline with the borough's comprehensive plan.

Public Safety: K. Napoli was not yet in attendance during the time of reports.

Recreations: Absent.

Grants Committee: K. Dougherty had nothing for Grants at this time.

MS4 Committee: K. Dougherty had nothing for MS4 at this time.

Shade Tree Commission: Absent.

Finance Committee: F. Kulick unveiled the 2020 Budget draft and reviewed with the members present. He encouraged anyone who has any ideas to report to D. Markey. F. Kulick stated the garbage fee will increase

due to the new contract. Also, we will need to raise general tax by 1 mill, and impose a special tax for police of 4 mills, and fire of 1 mill. F. Kulick stated that the garbage fee will be more of a hit than the taxes, however that's really nothing that we can control. We've decreased the fees year over year the past few years. D. Markey added that the 2016 bid to include recycling was \$30K less than the garbage bid alone. Things have changed over the past few years; tipping fees are increasing, and the market for recycling exporting have greatly diminished. Residual rates are hurting as well, and we need to all remember to keep our recyclables clean. Also, in Jermyn, we have the luxury of being able to throw out all trash. We don't have a sticker system, a bag limit, a bulk item limit, etc.

F. Kulick added that in two years, our big paving loan will be paid off and our next paving projects can be on a smaller scale. F. Kulick stated we received an amount of bills today from KBA, some going back some time, and we are looking into them. F. Kulick added that we provide around the clock police coverage, we contribute to the fire companies, etc. and we're dealing with 1968 assessment values as well. D. Markey stated that in his opinion, our police force is second to none, and we are surrounded by municipalities with multi-million dollar budgets who can pay the police way more than Jermyn can, but we need to be able to pay the wages to attract and retain a good police force.

DPW Committee: J. Schreiner reported that the DPW pole building was delivered, and the company should be here on December 2nd to install. Also, the plow schedule is almost finished, and we will be getting that out shortly. F. Kulick asked if we are adequately staffed. J. Schreiner stated she thinks we are.

Borough Manager: D. Markey reported the Santa Parade is this Saturday. We will meet here at the borough building at 9:45 am. J. Schreiner asked if anyone else is going? D. Markey reported no.

Our reorganization meeting on January 6th, will include our new Junior Council Person, Isabella Brown, who is in attendance tonight. He encouraged council members to introduce themselves after the meeting.

The Jermyn 150th Anniversary Ceremony will be here on Friday, January 3rd, 2020 at 6:00 pm. That is 150 years to the day that the borough was incorporated.

D. Markey stated that the rental letters will be ready to go out next week, along with an affidavit. If applicable, they can fill out an affidavit.

When the website was renewed, we were informed that the old server our email addresses were on is obsolete and they are moving us to an Office 365 server, which will be the same price for the next year. Within a year, we'll have to make a decision as to which way to go. Email changeover will take place on Saturday, November 30th.

The PSAB sent some invoices. We have our membership dues and borough council association dues, but also a new program called PSAB plus. He explained the program. Council advised to contact PSAB and find out what the additional cost and benefits are.

D. Markey asked for a motion from council to renew the Mayor's memberships for both associations he is a member of. Both of the dues are \$60 each. A motion was made by K. Dougherty to renew the memberships for the two mayor's associations. Seconded by J. Schreiner. All members in favor, motion carried.

Currently, we received an invoice for a pre-billed block of time – 20 hours from MBC for IT services. The current rate is \$95/hour. D. Markey has been researching several different other companies to ensure the best cost for the borough. K. Dougherty stated she has some contacts with IT consultants, and will research further for us.

Labor & Industry: F. Kulick read a form from the Department of Labor & Industry, where they would handle unemployment claims for a fee. F. Kulick gave to C. Tomaine to research prior to the next meeting.

Police Vehicle: D. Markey reported we have three options for leasing terms for the new police vehicle. J. Schreiner stated this is ridiculous that it's taking this long to get the car. We ordered in January. D. Markey stated there are three options, a 3, 4, or 5 year lease. A 3 year lease (4 payments) is \$15,719.32, 4 year (5 payments) is \$12,877.66 and 5 year (6 payments) is \$10,957.18 per payment. C. Tomaine asked what if we go over mileage on the lease? K. Napoli and Chief Arthur explained that it's not a conventional lease, it's a municipal purchase program, and COSTARS approved. Council discussed and decided it may be best to go with the 4 year lease. Chief Arthur explained what happened at the dealership with the upfitter leaving and taking the staff to another dealership with him, and we were supposed to have the vehicle by now. C. Tomaine asked if we are committed. Chief Arthur stated we haven't signed anything yet. D. Markey asked council in the leasing terms motion, to also authorize Chief Arthur to sign the necessary paperwork. Chief Arthur further explained that they will give D. Markey a document to complete that gives him the authority to act on the borough's behalf when signing the documents. F. Kulick asked where the dealership was? Chief Arthur stated it was Koch 33 in Easton. A motion was made by F. Kulick to purchase the 2020 police vehicle with the 4 year/5 payment plan, and allow Chief Arthur to sign any necessary paperwork for the purchase. Seconded by K. Dougherty. All members in favor, motion carried.

Feral Cat Issue: J. Schreiner stated Attorney Aquilino sent something about pet ordinances, but he doesn't have it all together yet. This issue is tabled until Attorney Aquilino returns.

No Parking – Madison Ave Ordinance: Tabled.

Tree on 700 Block Madison Ave: K. Napoli stated he spoke with J. Wilson, who advised him they are waiting on quotes. D. Markey reported that J. Wilson contacted him and stated the tree will be taken down next week, weather permitting.

PA Small Water & Sewer Grant Resolution: Tabled until we have an estimate from KBA.

Adjournment: With no other business to come before the meeting, a motion was made by K. Napoli to adjourn, seconded by J. Schreiner. All in favor, motion passed. The meeting adjourned at 8:05 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Daniel Markey".

Daniel Markey

Borough Manager