

Jermyn Borough

Council Meeting

9/19/19

The Jermyn Borough Council held a council meeting on Thursday, September 19, 2019 at 7:21 pm in Council Chambers of the Jermyn Borough Building, 440 Jefferson Ave, Jermyn PA. The meeting was called to order late due to the gymnasium grand re-opening directly preceding the council meeting.

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, Kevin Napoli, Jennifer Schreiner, Cynthia Stephens, Carl Tomaine, and Joanne Wilson. Mayor Fuga, Attorney Aquilino, and Bob Chase were also present. KBA, Stanley Hallowich, and Ann Marie DeSanto were absent.

**Minutes:** A motion was made by K. Dougherty to accept the minutes of 9/5/19 as presented. Seconded by J. Schreiner. All in favor, motion carried.

**Treasurer's Report/Bills Payable:** D. Markey presented the treasurer's report as of 9/18/19.

**Jermyn Borough  
Balance Sheet**  
As of September 18, 2019

|                                        | Sep 18, 19        |
|----------------------------------------|-------------------|
| Petty Cash                             | 162.01            |
| Recycling - Community                  | 10,924.61         |
| Refuse Checking - FNB                  | 67,164.89         |
| Shade Tree Commission                  | 7,017.37          |
| 100050 · FNB General Fund              | 864.57            |
| 100052 · Liquid Fuels - FNB            | 24,435.42         |
| 100053 · Refuse - FNB                  | 0.01              |
| 100125 · Crime Watch Account           | 780.69            |
| 100800 · Jermyn Recreations Commission | 13,024.01         |
| Total Checking/Savings                 | 539,263.34        |
| ▼ Accounts Receivable                  |                   |
| 11000 · Accounts Receivable            | 4,673.63          |
| Total Accounts Receivable              | 4,673.63          |
| Total Current Assets                   | 543,936.97        |
| <b>TOTAL ASSETS</b>                    | <b>543,936.97</b> |

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

**Correspondence:** None.

**Public Comment:** William Langman from the American Legion stated there will be an envelope drive by the Legion this Saturday to raise funds to replace the American flags in town.

Lynn Wormuth from Lane St. wanted to follow up with the paving issue. D. Markey stated we applied for two grants to try to get Lane St. paved, but we haven't heard back yet. K. Dougherty stated we will anticipate about another month or two about whether or not we were issued the grant. T. Fuga stated it's the only road in Jermyn that was never paved, and it needs to be, because everything else we try to do over there washes

out. Ms. Wormuth asked for a timeline. D. Markey stated we should hopefully hear back within the next 60 days. If we are not awarded a grant, the borough may be able to fund through capital improvements for the 2020 budget.

Dottie Lee, 313 Dwight Ave. asked if Dwight Avenue can be paved. Mayor Fuga stated we know that road is bad as well. She asked when that road can be paved as well? F. Kulick stated we are working on the 2020 budget, and we will try to include Dwight for paving in 2020.

**Reports:**

**Police Report:** Chief Arthur had nothing at this time.

**Fire Report:** Chief Hallowich is conducting a fire class tonight, but submitted a written report, which is in everyone's packet this evening.

**Zoning:** Bob Chase stated he had a couple permit requests, and also asked about the letter sent to the daycare. D. Markey stated Tristar called and advised the bus schedule is changed and they are able to have the bus pick up in front of the daycare. They asked if the borough can make no parking between the entrance and exit of the daycare? Different hours were discussed. W. Aquilino stated there is a darting child danger when vehicles park there, so it would make sense to have no parking. K. Napoli asked what about church parking? T. Fuga stated they don't park there much any longer. K. Napoli made a motion to allow the solicitor to draw up an ordinance to make the area between the entrance and exit of Tri Star Academy on the 600 block of Madison Avenue a no parking area. Seconded by K. Dougherty. F. Kulick asked if it would be year round or only when school in session? It would be year round, because it's a year round day care. All members in favor, motion carried.

F. Kulick asked about the parking on Washington at the intersection of Bacon St. He states it's a bad intersection and there should be no parking there. K. Napoli stated the fire company asked PENNDOT before to place a fire station signal there, and PENNDOT would not allow. Chief Arthur stated even though it's a state road, council may regulate parking there. D. Markey stated when he and Mayor Fuga were at an LTAP class on intersections, this intersection was discussed, and the instructor advised they can change the line, and have parking on the odd side of the street instead of the even side. T. Fuga stated it would produce a traffic calming effect due to the vehicles driving slower because of vehicles parked there.

**Tax Collector:** Absent.

**Mayor's Report:** Mayor Fuga has nothing at this time.

**Solicitor/Code Enforcement Officer:** W. Aquilino stated the closing on the pole building loan is tomorrow, we will discuss the train station later this evening, and the Alternate Parking Ordinance is revised, awaiting a vote tonight.

Code Enforcement – we resolved an issue related to a junk boat, but the boat was only moved outside of the picture, but still on the property, so that issue must be revisited.

The case for the property at 517 Madison Ave. we are still awaiting a decision from the magistrate.

**Engineer:** Absent.

**Planning Commission:** K. Napoli has nothing at this time for planning.

**Public Safety:** K. Napoli spoke with Chief Hallowich, and the Chief is concerned with a potential fire at Rapid Pallet. There was an issue with the way the hydrant runs, pressure, etc. A tanker relay would need to be conducted, lining up tankers from Childs to Jermyn. He would like D. Markey to draft a letter to send to Jermyn Supply to request permission to enter on their land in the event of a fire at Rapid Pallet, the fire companies can then quickly access the Lackawanna River. K. Napoli stated he is hoping we will be granted access. K. Napoli will also be reviewing box alarms with Chief Hallowich and Captain Allan and Captain Chase.

K. Napoli announced that the borough will be raising the wages for part time police in 2020 by \$1.50/hour in the hopes to attract good officers to Jermyn and back to Jermyn to work.

**Recreations:** C. Stephens announced that the gymnasium is reopened.

**Grants Committee:** K. Dougherty announced we will receive about \$1794 for our 904 Recycling Performance Grant. She also stated that D. Markey is working on the LSA grant application for the Woodlands Sewer & Paving Phase II. K. Napoli asked where we were with the Delaware St. project? B. Chase stated they're currently working on it. D. Markey stated the county was wanting to get some things done first, but got some pressure on them from the state regarding the CDBG funds, so they're moving the project up, and should begin shortly.

**MS4 Committee:** K. Dougherty reported that we are renewing our MS4 permit application. The annual report is due on 9/30/19. The committee sat in on a webinar yesterday, but it really wasn't anything we didn't already know. F. Kulick asked if there is any affect on the local front with President Trump's repeal of the Clean Water Act. K. Dougherty stated not yet, but if he keeps making repeals it might.

**Shade Tree Commission:** J. Wilson stated Shade Tree is almost finished for the season, except for Scout Corner. The scouts were supposed to clean it this coming Saturday, but that got pushed back. She advised Ann Boylan about Mellow Court by the park, and that has to be done before winter.

**Finance Committee:** F. Kulick reported that the finance committee was waiting on D. Markey to attend the budgeting training class, which he did today, so a meeting will be called soon.

**DPW Committee:** J. Schreiner stated depending on Attorney Aquilino, we will hopefully advertise to hire part time DPW shortly. W. Aquilino stated the borough application had to be redone. D. Markey stated he will get the new application typed up and then we will advertise. J. Wilson asked if there is a job description for part time DPW? D. Markey stated yes.

K. Dougherty stated speaking of that, are we ready to approve the handbook? She states it wasn't on the agenda. K. Dougherty made a motion to accept the revised employee handbook, seconded by J. Schreiner. All members in favor, motion carried.

**Borough Manager:** D. Markey stated he attended a PSAB municipal budgeting and finance conference today. There are many things we can improve on, and we will.

The 2020 Pension Minimum Municipal Obligation (MMO) has been drafted, and for the police, our MMO is \$0. For general employees, the MMO is \$9120.

The Wright Center is hosting a 5K on Sunday, September 29<sup>th</sup> beginning at 10:30am, in which they requested police assistance.

Our MRM Workers Comp renewal increased a bit.

State aid for Firefighters Relief and Pension came in. We will need to write checks and send to the firefighters relief fund and pension plan, respectively. J. Schreiner asked if we were going to change the pension plan? W. Aquilino stated it's a very expensive process and the borough wouldn't get to keep any overfunding, so it's a process that isn't really worth it.

**Woodlands Sewer Bids:** F. Kulick opened the sealed bids for the Woodlands Sewer and Paving project.

- Pioneer Construction - Base bid: \$251,435. Alternate: \$37,418
- Leeward Construction - Base bid: \$278,823. Alternate \$24,480.
- Stafursky Paving – Base bid: \$192,605.50. Alternate \$18,813.50
- Linde Corporation – Base bid: \$241,303.15. Alternate \$25,205.
- Sikora Brothers Paving, Inc. - \$210,586.90. Alternate \$15,511.
- Rock Bottom Construction - \$199,586. Alternate \$20,450.

F. Kulick asked if we should vote on this tonight, due to time constraints? W. Aquilino asked about the alternate. It was decided to keep the alternate with the 2<sup>nd</sup> phase application. K. Dougherty stated even with the lowest bidder, we're still \$70K short. Council discussed possible options, including re-bidding, waiting for Phase II monies, asking the DCED if we can get an increased award for Phase I. Council advised D. Markey to have KBA advised of lowest responsible bidder, then pursue all available options.

**Garbage/Recycling Bid Award:** F. Kulick stated the winning bidder was County Waste with a three year bid of \$690,400, which is a couple hundred thousand more than we are paying now. The garbage fee is going to be close to double. A motion was made by F. Kulick to award the three year garbage, recycling contract to County Waste, without including the alternate bid, in the amount of \$690,400. Seconded by K. Napoli. All members in favor, motion carried.

**Insurance:** J. Schreiner stated we never made a decision about Kilmer Insurance, so she asked it to be on the agenda. C. Tomaine states it wasn't discussed in depth. D. Markey read an email he received from Josh Kilmer. C. Tomaine stated we should look at all the numbers and coverages. He stated we should see what kind of dividends are being paid out to other similar boroughs in our area. He would also like the quotes to come in, the sooner the better. Once they come in, we can review all the numbers.

**Alternate Parking Ordinance:** F. Kulick read the updated section of the Alternate Parking Ordinance, showing the method of communication required to be RapidCast, with the other communication methods as additional. F. Kulick made a motion to advertise the ordinance. Seconded by C. Tomaine. All members in favor, motion carried.

**Borough Phone:** D. Markey asked council if they received the Verizon Government information he sent out? They advised yes. J. Wilson made a motion to switch the borough phones to Verizon. Seconded by K. Dougherty. All members in favor. Motion carried.

**New Business:** J. Schreiner announced the DPW Pole Building will be delivered on November 18<sup>th</sup>.

**Adjournment:** With no other business to come before the meeting, a motion was made by K. Napoli to adjourn, seconded by K. Dougherty. All in favor, motion passed. The meeting adjourned at 8:42 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Daniel Markey". The script is fluid and cursive, with the first name and last name clearly distinguishable.

Daniel Markey

Borough Manager