

## CATAWISSA BOROUGH COUNCIL MEETING

DATE: January 9, 2017 – 6:30 p.m.

An Executive Meeting was held prior to the Council Meeting

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL: Gary Steinruck, Linda Neyer, Jay Roberts, Doug Krum, Joe Benware, Linda Kashner, Barb Reese, Manager Fred Hess, Attorney Anthony McDonald. Absent was Mayor Frank “Jeff” Achy.
4. READING OF MINUTES: Motion to dispense with the reading of and approve minutes the previous monthly meeting. Motion made by Linda Kashner, 2<sup>nd</sup> by Joe Benware.  
All Aye
5. GUESTS TO BE HEARD:
  - None
6. CORRESPONDENCE:
  - A Thank You card received from Debi and the Catawissa Seniors for Christmas gift cards presented by the Catawissa Borough was read.
  - It was noted that Catawissa Borough received the Catawissa Fire Company’s 2017 budget and all Council Members had a copy of this in their packet.
7. MAYOR: Mayor Frank “Jeff” Achy was not present.

### Staff and Authority Reports

8. MANAGER’S REPORT:
  - Borough Manager, Fred Hess presented the following report: The Light Department was working on the Christmas light decorations, trimming trees and other small maintenance items regarding equipment. The Street Department was installing new street signs, trimming brush and getting the equipment ready for snow. They also had (2) call outs for ice and snow. Borough Manager, Fred Hess, stated he was working on Ordinances and sending them in for Codification. Mr. Hess also completed the MS4 program which was sent into Harrisburg. Mr. Hess also worked on the Catawissa Borough Chief of Police contract. Mr. Hess noted he met with people from the Rails to Trails Grant along with working on utility billing.
9. WATER:
  - None
10. CODE ENFORCEMENT REPORT:

- Code Enforcement Officer, Jim Haney, noted the Zoning Office had (11) Issues, (4) Sent letters, (2) Door hangers, (2) Permits issued and spent (1) day in court. A letter was received from the Planning Commission regarding Mr. Kurzawa's subdivision. This item has been taken care of and sent to Mr. Kurzawa. The Zoning Office also received a letter regarding a previous resident, which during the flood had a problem filling in the paperwork that led to a misappropriation to her. The letter was turned over to Atty. McDonald.

#### 11. POLICE:

- Chief Josh Laidacker reported during December 2016 Officers responded to (144) calls for service, as reported by the Columbia County communications Center. During the 2016 calendar year the Department responded to 2,569 calls for service. The Department would like to thank the Allen Horne Funeral Home for its recent donation during the month of December, 2016. Chief Laidacker said the second Robic stopwatch will be replaced due to the device being put out of service. The cost of a new watch is \$59.00. Concerning Police Personnel, Chief Laidacker noted Officer Hagemeyer remains off the schedule due to medical and Officer Johnson has accepted a position with a neighboring department. He will remain on the roster, but his availability will be limited by the new position. Councilman Jay Roberts and Councilwoman Barbara Reese discussed the need for speed enforcement on Mill Street near the Dollar General store.

### Committee Reports

#### 12. PUBLIC SAFETY:

- Joe Benware reported today, January 9, 2017, was the last day to accept applications for the police department. He knows of (2) applications that were received. Scheduling interviews for the (2) applications received is to start.

#### 13. UTILITIES:

- Joe Benware reported Electric payments outstanding balance is \$39,236. Sewer payments outstanding balance is \$2,535. There were (107) Electric late notices and (44) late notices for Sewer. Joe Benware thanked Linda Kashner, Barb Reese and Borough Manager Fred Hess on their performance with collecting the outstanding accounts. Linda Kashner noted there are (2) Sheriff Sales next month which both owe the Borough money for their utilities and the Borough will be receiving those funds.

#### 14. PARKS & RECREATION:

- Linda Kashner reported there will be a meeting later this month to set up dates for Dumpster Day, Kids Day, Senior Day and the Concert schedule.

#### 15. PROPERTY/BUILDING MAINTENANCE:

- Council President, Gary Steinruck reported the sewer project is complete. The Community Center is an ongoing thing. President Steinruck said there is a letter

penned to the VFW. The VFW gave the Borough a check in the amount of \$5000.00 for towards the cost of the window replacement for the Community Center.

16. FINANCE & ADMINISTRATION:

- Linda Kashner reported the following: at the end of December, 2016, the General Fund had a balance of \$24817.00; Electric was \$8367.15 in the red; Sewer was \$16380.00 in the red (which was due to having Professional Services for the new sewer building paid for from the sewer account.) The Eyer Fund has a balance in the checking account of \$88026.00. There is money in the budget this year for the Quaker Meeting House steps and a concrete pad for the Park Pavilion at Fourth Street. Last year we received \$25971.00 from the distribution we received for the Eyer Fund. The Senior Fund had a balance of \$17092.00. The VFW did make some donations, which greatly helped the Borough out. The high deductible health insurance the Police have has saved the Borough money over the past year.

17. UNION NEGOTIATION:

- Council President Gary Steinruck reported the Police contract has been signed, sealed and delivered. The Borough is now in the process negotiating with the Chief of Police and the Public Works employees.

18. ECONOMIC DEVELOPMENT:

- Barbara Reese reported she will be contacting Josh from Columbia Redevelopment for a meeting shortly. She found out that the PNC bank purchase fell through and that is going to be one of the things the Borough will be looking at.

19. UNFINISHED BUSINESS:

- Linda Neyer made a motion, 2<sup>nd</sup> by Linda Kashner to adopt Resolution 2017-01 reducing vacant sewer rate to ½ if water is on. All Aye

20. NEW BUSINESS:

- Doug Krum made a motion, 2<sup>nd</sup> by Barbara Reese to appoint Gene Powlus as Catawissa Borough Sewage Enforcement Officer for the year 2017. There was a discussion as to what services Gene Powlus does. All Aye
- Barbara Reese made a motion, 2<sup>nd</sup> by Joe Benware allowing Borough Manger, Fred Hess to apply for the Keystone Preservation Grant and the Degenstein Foundation Grant. There was a discussion as to what the Keystone Preservation Grant is for. All Aye
- Doug Krum made a motion, 2<sup>nd</sup> by Linda Kasher to advertise the hiring of seasonal part-time employees. There was a brief discussion as to the amount of hours and duties. Council President Gary Steinruck noted the Borough will have to go by the Contract details concerning part-time employees. All Aye
- Doug Krum made a motion, 2<sup>nd</sup> by Linda Neyer to Proclaim January 22<sup>nd</sup> through January 28<sup>th</sup> as Catawissa Borough School Choice Week. The informative letter is in this month's packet. Discussion included putting these dates on the sign outside of the Borough Building and also on the Borough's web page. All Aye

- Doug Krum made a motion, 2<sup>nd</sup> by Joe Benware to appoint Mitch Leiby to the Catawissa Water Authority Board for the term of January 1, 2017 thru December 31, 2021. All Aye
- Joe Benware made a motion, 2<sup>nd</sup> by Linda Neyer to replace the blower bearing at the sewer plant. The information along with estimates are included in the Council Meeting packet. All Aye
- Linda Kasher made a motion, 2<sup>nd</sup> by Gary Steinruck to approve pay raises. Discussion included that the Finance Personnel Committee had decided Nancy Yost shall receive a \$1.50 per hour pay raise along with her title being changed to Treasurer/Administrative Assistant. All Aye
- There was a discussion regarding the FEMA refund adjustment. The refund adjustment is in the amount of \$21000.00 for repairs after the flood that cannot be accounted for by a previous resident. The Borough has a tentative agreement with this person paying \$5000.00 up front and \$500.00 per month thereafter. Atty McDonald stated that this person made a mistake filling in the paperwork. FEMA originally reviewed and approved the paperwork but it is the Boroughs responsibility even though the Borough did not make the mistake. Zoning Officer, Jim Haney, has been in contact with the previous resident and she is very remorseful, she did not do this intentionally. Motion carried. All Aye
- Council discussed the police N.A.S. System (Stand Alone Storage System). Chief Laidacker discussed the details about the current storage system that stores everything, including interviews recorded by cameras, etc. The current storage system is deleting files as it is getting too much stored on it. Computation gave an estimate of \$867.00. Motion was made by Joe Benware, 2<sup>nd</sup> by Jay Roberts. Barbara Reese and Linda Kashner decided the funds for the N.A.S. System will be purchased under GL Professional Services. All Aye
- Jay Roberts made a motion, 2<sup>nd</sup> by Barbara Reese to adopt Resolution 2017-02 to approve banners across Main Street. All Aye
- Council President Gary Steinruck discussed the Senior Center lease. President Steinruck mentioned the rent increased 3% to \$621.08. Linda Kashner made the motion, 2<sup>nd</sup> by Barbara Reese. All Aye
- Council President Gary Steinruck stated that there has been a personnel issue surface. President Steinruck is asking members of Council to give the Personnel and Finance Committee along with the Borough Manager the right to resolve this issue. Linda Kashner made the motion, 2<sup>nd</sup> by Linda Neyer. All Aye
- Jay Roberts started a further discussion on the replacement steps for the Quaker Meeting House.

#### 21. FINANCE Payment of Bills:

- Barbara Reese made the motion to accept payment of bills, 2<sup>nd</sup> by Linda Kashner. All Aye

#### 22. GUESTS TO BE HEARD:

- Patty Hess asked if there is a schedule for picking up Christmas Trees, branches, etc. Borough Manager, Fred Hess stated pick-ups are usually done on Tuesdays. Residents should call for the Borough Office when there is something that needs to be

picked up. It was also mentioned that residents of Hillside Village, etc. should contact their resident personnel in order to have permission to put their trees, etc. by the curb or another location.

23. ADJOURNMENT: Motion made by Jay Roberts, 2<sup>nd</sup> by Linda Neyer. All Aye

MEETING ADJOURNED

Submitted By:  
Nancy M. Yost  
Treasurer/Administrative Assistant