

CATAWISSA BOROUGH COUNCIL MEETING

MONDAY March 5, 2018 – 6:30 P.M.

An Executive Session was held prior to the Council Meeting.

CALL TO ORDER:

- The meeting was called to order by Council President, Doug Krum.
- The pledge of allegiance was recited.

ROLL CALL:

- Present were: Doug Krum, AJ McKenney, Mary Neyer, Gary Steinruck, Linda Kashner, Barbara Reese, Mayor Tim Benner, Attorney Anthony McDonald. Absent were: Vice President Linda Neyer, Borough Manager Fred Hess.
- Council President Doug Krum announced there were (2) Executive Sessions (1) held on February 12th & (1) held on February 19th for personnel issues.

READING OF MINUTES:

- A motion was made by Mary Neyer, 2nd by Barb Reese to dispense reading of and approve minutes of the previous month's meeting with the following changes:
 1. Page 2, bullet 2 added Council President Doug Krum and Vice President Linda Neyer stated Borough Manager Fred Hess waited 24 hours before he served any citations.
 2. Page 2, under Correspondence "Ministerium" needed to be changed to "Church"
 3. Page 6, bullet 2 "Jon" changed to "John"
 4. Page 7, bullet 5 "encase" changed to "incase"All Aye.

GUESTS TO BE HEARD:

No guests to be heard

CORRESPONDENCE:

- Borough Secretary Connie Cole read the increases for the cleaning services at the Borough Hall, Police Station, Senior Center and the Cara Park Bathroom provided by Miller's Cleaning Service.

MAYOR:

- Mayor Tim Benner reported he has completed the interviews with the police officers and will be meeting with the Public Safety Committee
- Mayor Tim Benner reported the Police Department will have a strong showing at Kids Day.

MANAGER'S REPORT:

- Council President Doug Krum reported the Street Department salt and cindered roads, cleaned sidewalks, spread stone on creek road, worked on the salt spreader & snow plow, repaired street signs, filled pot holes, received a load of rock salt, put rock salt in barn and cleaned storm drains.
- Council President Doug Krum reported the Electric Department read meters, posted door hangers, installed limiters and performed electrical work at the Community Center. They also plowed snow, salt & cindered roads, cleaned sidewalks, did repair work on the snow plows and installed a trail camera at the Recycling Center.

- Council President Doug Krum reported the Borough Office filed the AMP Report, filed the U.S. Census Building Report, worked on the Codification Project and any other issues that arose during the month of February.
- Council President Doug Krum read the totals of funds we received from the Liquid Fuels Tax Fund & Road Turnback Annual Maintenance.

WATER:

- Water Authority Superintendent Cindy Bachman reported National Drug Take Back Day is on Saturday April 28, 2018 from 10 a.m. to 2 p.m. The Catawissa Police Department will be participating in this event. Blue postcard reminders will be sent out in April in regards to the Drug Take Back Day.
- Water Authority Superintendent Cindy Bachman asked to be made aware as soon as decisions are made on which streets Council decides to repave. Ms. Bachman stated The Water Authority can coordinate with work they are going to be doing before any paving is done.

CODE ENFORCEMENT REPORT:

- Council President Doug Krum read the Code Enforcement report as follows:
- The Code Enforcement Office investigated (5) issues, sent (0) letters, placed (3) door hangers and issued (2) verbal warnings. (6) permits were issued, (0) citations were issued and (0) days were spent in court.

POLICE:

- Police Chief Joshua Laidacker read the monthly report which stated during the month of February 2018 the department responded to (207) calls for service. Police Chief Laidacker also reported the following:
- The application for the Sunrise Grant has been submitted for review.
- He is currently working on the Justice Assistance Grant, which has to be submitted by March 26th. The Chief requested that Council review the sustainability information requested as part of the grant.
- The Police Department has been working with the Locust Township Police Department to walk through the Southern Columbia School to get the Officers more familiar with the school in case the Department needs to respond to any kind of emergency.
- He did receive the two taser weapons that were ordered.
- Officer O'Donnell has completed his training and Officer Rebeck will complete his training during the month of March.
- Councilwoman Barb Reese informed Police Chief Laidacker that all grants must be approved by Council before they are applied for.

PUBLIC SAFETY:

- Committee Chairman Doug Krum reported a Snow Removal Meeting was held.

UTILITIES:

- Committee Chairwoman Linda Kashner reported there were (76) electric door hangers and (30) sewer door hangers posted today. She then proceeded to read the totals owed the Borough from open and closed utility accounts.
- Councilwoman Mary Neyer asked questions about the PPAC.

PARKS & RECREATION & ECONOMIC DEVELOPMENT:

- Committee Chairwoman Barb Reese announced Dumpster Day will be held on Saturday April 14, 2018 from 8 a.m. until 12 p.m. A list of Dos & Don'ts will be available at the Borough Hall once the list is put together. Committee Chairwoman Barb Reese also reported the following:
- Catawissa Borough Community Yard Sale will be held on Saturday May 26, 2018 from 8 a.m. until 2 p.m. If Borough residents would like their address put on the map please register at the Borough Hall.
- Kids Day will be held on Saturday June 16, 2018 at 11 a.m. until 1 p.m.
- Summer Breeze program will start June 26, 2018 with the Catawissa Military Band honoring our veterans.
- Senior Day will be held Friday August 24, 2018 at 10 a.m. until 1 p.m. at the Catawissa Community Center.
- Joe Rose from Teener League Post 541 inquired about using the Teener Field.
- Quaker Meeting House is going to be on the Summer Passport Program held by the Columbia Montour Visitors Bureau. The passport will start in April and run thru September. The Quaker Meeting House will be open the 3rd Sunday of each Month from 1 p.m. until 3 p.m. If anyone with the passport wants to go through the Quaker Meeting House other times than the 3rd Sunday of every month they can contact the Borough Office and arrangements can be made to take them through.

PROPERTY & BUILDING MAINTENANCE:

- Committee Chairman Gary Steinruck stated there is nothing to report.

FINANCE & ADMINISTRATION:

- Committee Chairwoman Linda Kashner stated "no one said anything to me, I have nothing".

UNION:

- There are no union negotiations.

PERSONNEL:

- Committee Chairman Doug Krum stated he will be speaking with Labor Attorney Eric Brown about a Sexual Harassment Policy.

UNFINISHED BUSINESS:

- A motion was made by Linda Kashner, 2nd by Barb Reese to advertise Ordinance 01-2018 Regarding Snow Removal. Councilwoman Mary Neyer questioned the penalties and guest Maureen Hulse questioned the amounts of snow. After a discussion of the details of the Ordinance a vote was taken.
(5) Aye; Mary Neyer Nay. Motion carries.

NEW BUSINESS:

- A motion was made by AJ McKenney, 2nd by Barb Reese to accept the resignation of Council Vice President Linda Neyer. All Aye.
- A motion was made by Linda Kashner, 2nd by Barb Reese to advertise for (1) vacancy seat on Council, with letters of interest due by March 22, 2018. All Aye
- A motion was made by Linda Kashner, 2nd AJ McKenney to discuss the renewal quote for Geisinger Health Insurance. This matter was tabled until next month's meeting.
- A motion was made by Barb Reese, 2nd by Linda Kashner to approve Council President Doug Krum to discuss the AT&T Cell Site Lease with AT&T. All Aye

- A motion was made by Barb Reese, 2nd by Mary Neyer to approve Chase Petty to go to Lineman School for \$3225, \$400 for expensive plus mileage and hotel cost. All Aye
- A motion was made by Barb Reese, 2nd by Gary Steinruck to discuss not charging The Catawissa Water Authority labor or equipment charges for installing the new electrical lines to the Water Authority Office & Pump House. Catawissa Water Authority Superintendent Cindy Bachman explained what work was going to be done. After a brief discussion a motion was made by Barb Reese, 2nd by Gary Steinruck to not charge labor or for the use of any equipment. All Aye
- A motion was made by Barb Reese, 2nd by Gary Steinruck to approve the Warranty Agreement with Guyette for the SV9100 Telephone System. All Aye
- A motion was made by Mary Neyer, 2nd by AJ McKenney to approve Catawissa Borough to pay \$80/month for 2 Hotspots to be used in the Police Department vehicles. All Aye
- A motion was made by Barb Reese, 2nd by Gary Steinruck to approve \$840/year for the MACH System which will be reimbursed by the District Attorney to the Catawissa Borough. All Aye
- A motion was made by Barb Reese, 2nd by AJ McKenney to approve the non-matching Justice Assistance Grant for \$20,000 being filed by Chief Laidacker. All Aye
- A motion was made by Gary Steinruck, 2nd by Linda Kashner to discuss the Union Cemetery parking issue and approve laying telephone poles on property lines to block vehicles from parking or driving into the cemetery. Guest Daniel Mendez expressed his concerns about closing the driveway at Union Cemetery. After a brief discussion a vote was taken. All Aye
- A motion was made by Barb Reese, 2nd by Gary Steinruck to approve the transfer of \$3500 from Eye Fund to General Fund if the Borough does not receive the Degenstein Grant for the Concert Series. All Aye
- A motion was made by Gary Steinruck, 2nd by Barb Reese to lay off Borough Manager/ Code Enforcement Officer Fred Hess. (4) Aye; Mary Neyer, Nay; AJ McKenney, Nay. Motion carries.
- A motion was made by Linda Kashner, 2nd by Gary Steinruck to hire Tri County Cog temporarily as Code Enforcement Officer or Larry Frace if Tri County Cog cannot do the job. The pay is not to exceed \$15/hr. All Aye
- A motion was made by Linda Kashner, 2nd by Barb Reese to advertise for a Part Time Code Enforcement Officer, not to exceed 15 hours per week and salary to commensurate with experience. (5) Aye; Mary Neyer, Nay. Motion carries.
- A motion was made by Barb Reese, 2nd by AJ McKenney to appoint Gary Steinruck the MS4 Officer. (5) Aye; Mary Neyer, Nay. Motion carries.
- A motion was made by Gary Steinruck, 2nd by Barb Reese to appoint Nancy Yost the PEMA/FEMA contact. (5) Aye; Mary Neyer, Nay. Motion carries.
- A motion was made by Barb Reese, 2nd Linda Kashner to appoint Gary Steinruck the Flood Plain Manager. (5) Aye; Mary Neyer, Nay. Motion carries.
- A motion was made by Linda Kashner, 2nd by Gary Steinruck to appoint Connie Cole the Open Records Officer. All Aye

FINANCE PAYMENT OF BILLS:

- Motion to accept payment of bills as written made by Linda Kashner, 2nd by Gary Steinruck. All Aye

GUESTS TO BE HEARD:

- Councilwoman Mary Neyer asked for time to read a (2) minute letter. Toward the end of Councilwoman Mary Neyer's reading she stated "this is my official resignation letter and please note that I am turning in my code book and keys in front of witnesses".
- A motion was made by Gary Steinruck, 2nd by Linda Kasher to accept the resignation of Councilwoman Mary Neyer. All Aye
- The motion to advertise for (1) vacancy seat on council was amended by Linda Kashner, 2nd by Barb Reese to advertise for (2) vacancy seats on Council. All Aye
- Guest Patty Hess inquired whether there was a severance package with Mr. Hess's lay off. Council President Doug Krum and Attorney Anthony McDonald replied he was given (3) weeks of vacation pay that Mr. Hess was owed.
- Guest Victoria Waugh asked about getting 2 Code Enforcement Officers because she had previous issues with code violations in her neighborhood and is nervous with the warm weather coming. Council President Doug Krum suggested we work on getting (1) Officer first.
- Guest Cindy Bachman asked if the intent of the Council was to not have a Borough Manager and if so who is the contact person. Council President Doug Krum said for right now that is Council's intentions and if there are any questions he is going to be the contact. Ms. Bachman also expressed her feelings of the Borough needing a manager.
- Guest Patty Hess expressed she feels the Borough only needs a Part Time Manager.
- Guest Sharon Krum ask about Council working with the (5) members they have instead of looking for (2) more. Attorney Anthony McDonald explained having this changed is a long process and until that is done we must have (7) members.
- Councilwoman Linda Kashner asked about the pipe culvert at 4th & Pfahler Streets. Guest Harry Young explained the storm drain pipe caved in and it has to be replaced. Council President Doug Krum explained we have (2) bids and are waiting on the 3rd before a decision can be made on what is going to be done.

ADJOURNMENT:

- Motion to adjourn made by Linda Kashner, 2nd by Gary Steinruck. All Aye.

MEETING ADJOURNED.

Submitted by:
Connie M. Cole
Secretary