

**CATAWISSA BOROUGH COUNCIL MEETING**  
**MONDAY September 9, 2019**

**An Executive Session was held after the regular council meeting at 8: p.m.**

**CALL TO ORDER:**

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

**ROLL CALL:**

- Present were: Larry Kopp, Doug Krum, Gary Steinruck, AJ McKenney, Victoria Waugh, Patsy Hess, Barbara Reese, Attorney Anthony McDonald. Absent Roy Klingner

**READING OF MINUTES:**

- A motion was made by Barbara Reese, 2nd by AJ McKenney to dispense reading of and approve minutes of the previous month's meeting. All Aye

**GUESTS TO BE HEARD:**

- No Guest to be heard

**CORRESPONDENCE:**

- Nothing to Report

**MAYOR:**

- Mayor Achy reported they looked at a property on N. 3<sup>rd</sup> St with a car sitting there for over a year and grass growing up between the sidewalk. Borough Manager Larry Kopp stated he is looking into having the matter taken care of.

**MANAGER'S REPORT:**

- Borough Manager Larry Kopp reported the following:
- Electronic vote was taken to increase the donation to the Halloween Parade Committee from \$1000 to \$2000.
- Mr. Kopp reported a Resident Survey was sent out to 666 residents and 151 of those surveys were returned. This information will be used for the Borough Economic Community Development Plan. This information can also be used for Council to set priorities.
- Mr. Kopp reported Senator Gordner wrote a letter in support of the Flood Mitigation Program Grant the Borough submitted.
- Code Enforcement Officer Randy Howell started September 3, 2019.
- FEMA Flood Insurance Study appeal period is not starting until January. Mr. Kopp is going to send letters to all residents in the flood plain to inform them there is new flood insurance coming out and that they are still in the flood plain.
- Quarterly newsletter was mailed today.
- The last Stakeholders meeting is Monday September 16<sup>th</sup> at 6:30 p.m. at the Borough Hall.
- Employees completed Discrimination & Harassment Training with Attorney Chris Gerber on August 21, 2019.
- A detailed report was submitted with upcoming projects.
- Mr. Kopp thanked Linda Kashner for donating a copy of A History of Catawissa Pennsylvania 200<sup>th</sup> Anniversary and a picture of the panoramic view of Catawissa taken from the Bluff in 1922.

- Fought's Disposal submitted an increase for monthly recycling from \$425 to \$1500 per month. Borough Manager Larry Kopp is going to collect more information and have a committee meeting to come up with recommendations.
- The total cost for the paving project on Shuman and Railroad Streets was \$126, 674. \$10,000 will be paid from Liquid Fuels and the remaining balance will be paid from the Capital Fund.
- Two proposals were submitted to CBDG for funding. One was for a paving project and the other was for the air conditioning at the Community Center.
- Mr. Kopp asked Council Members if they know anyone that may be interested in serving on the Civil Service Commission to send them to the Borough Office there are (2) vacancies. Attorney Anthony McDonald suggested asking the alternate to become full time and posting the other vacancy at the Riverview Points.
- Councilwoman Barbara Reese asked if street crack sealing was scheduled. Borough Manager Larry Kopp stated yes it will be completed soon.

#### WATER:

- Water Authority Superintendent Cindy Bachman reported the work is almost completed on S. 3<sup>rd</sup> Street. The paving will be completed next week.
- Fire hydrant flushing will be done on Monday October 7<sup>th</sup>.

#### CODE ENFORCEMENT REPORT:

#### POLICE:

- Police Chief Joshua Laidacker read his monthly report which stated the following:
- During the month of August 2019, the department responded to (175) calls for service.
- The officers conducted buckle up enforcement in-kind hours.
- The Permit for the 112<sup>th</sup> Halloween Parade has been received.
- The department will not have the use of cadets this year to assist with the Halloween Parade, so we are reaching out to all other departments for assistance.
- The Chief is in the process of outfitting the new hires with needed equipment.
- The department's 2020 initial budget was submitted.
- The Police Benevolent Association purchased (2) body cameras for the department.
- Office Kistner attended Data Master Breath Instrument training August 19-22.
- Officers continue required update training.
- The two part-time officers have been completing the required testing for MPOETC prior to certification.
- The department remains under-staffed concerning part-time coverage.
- Chief reported with the hiring of the new part-time officers the department is short one weapon. Chief proposed the borough purchase 11 new Glock 17's from Officer Store and 11 magazine pouches for \$4499 and the Officer Store would purchase the used S&W M&P .45 at \$225 each which leaves a total cost to the Borough of \$2677.89. Chief also asked the borough to consider letting the borough officers purchase their current weapon at \$225 instead of selling it back to the Officer Store. A motion was made by Victoria Waugh, 2<sup>nd</sup> by Barbara Reese to purchase the 11 guns with trade in for \$2700. All Aye A motion was made by Barbara Reese, 2<sup>nd</sup> by AJ McKenney to allow officers to purchase their current gun for \$225. All Aye
- Chief Laidacker requested Council to consider waiving Officer Dave Kistner's remaining probation period so he can be placed on the Drug Task Force and SWAT. After a brief discussion regarding what it would cost the borough and about Officer Kistner's raise if his probation is waived. Council agreed Officer Kistner would get his contractual raise if the remainder of his probation was waived. A motion was made by Gary Steinruck, 2<sup>nd</sup> by Victoria Waugh to waive the remaining (3) months of Officer Kistner's probation period so he can join the Drug Task Force & SWAT. All Aye

- Councilwoman Barbara Reese asked about the 15-minute parking sign that was at the space behind the police car. Chief Laidacker stated someone hit the sign. Chief spoke with Crystal Stoker from the Street Department and the plan is to get the sign back up.

#### PUBLIC SAFETY:

- Committee Chairperson Doug Krum reported there was a meeting held this month.
- A motion was made by Barbara Reese, 2<sup>nd</sup> by AJ McKenney to approve updating Catawissa's Hazard Mitigation Plan. All Aye

#### UTILITIES:

- Committee Chairperson Patsy Hess reported there were (49) electric and (20) sewer door hangers that were placed. (3) electric meters were pulled for non-payment in August and (2) remain off.
- Committee Chairperson Patsy Hess read the totals for outstanding utility accounts.
- A motion was made by Barbara Reese, 2<sup>nd</sup> by Patsy Hess to discuss extending the supply purchase contract with NextEra Energy. After Borough Manager Larry Kopp gave an explanation of the contract extension options, a motion was made by Barbara Reese, 2<sup>nd</sup> by Victoria Waugh to extend the NextEra Energy contract for \$47.70/MWH for an annual savings of \$31,000. All Aye

#### PARKS & RECREATION/ECONOMIC DEVELOPMENT:

- A motion was made by Barbara Reese, 2<sup>nd</sup> By Patsy Hess to approve purchasing 11 new picnic tables for Cara Park at a cost of \$2310. All Aye
- Committee Chairperson Barbara Reese reported all events are done for the year except Economic Development.
- Ms. Reese thanked everyone who helped with Kid's Day, Senior Day and Summer Breeze Concert Series. Council thanked Barbara Reese for all her hard work putting the events together.

#### PROPERTY & BUILDING MAINTENANCE:

- A motion was made by AJ McKenney, 2<sup>nd</sup> by Gary Steinruck to approve the purchase of (1) Level Transducer for Wastewater Treatment Plant for \$1878.92. All Aye
- A motion was made by Gary Steinruck, 2<sup>nd</sup> by Barbara Reese to discuss the purchase of concrete slabs to close the aqueduct opening on Kline Avenue. After a brief discussion Borough Manager Larry Kopp is going to get more information to discuss with the committee.

#### FINANCE & ADMINISTRATION:

- Chairperson Doug Krum read account balances.
- A motion was made by Patsy Hess, 2<sup>nd</sup> by Victoria Waugh to approve the Minimum Municipal Obligation (MMO) for Uniform and Non-Uniform Pension Plans for FY 2020. All Aye Council President Doug Krum stated that the Borough had not been putting in any more funds above the minimum requirement for the Non-Uniform Pension Plan. An in-depth conversation ensued about the borough only putting in the minimum amount each year and not what the actuary stated was needed to be put in. Council didn't realize they needed to put in more than the minimum. Attorney Anthony McDonald suggested the Finance Committee look at what changes should be made and have the actuary tell Council what funds need to be put in to catch up.
- A motion was made by Victoria Waugh, 2<sup>nd</sup> Gary Steinruck to approve Pension contribution rate for Non-Union Employees to match contribution rate for AFSCME Employees. All Aye
- A motion was made by Barbara Reese, 2<sup>nd</sup> by Victoria Waugh to approve an extension of the contract with American Tower for 30 years at 5-year terms with a lump sum payment of \$25,000, and 3% annual increase for the lease of the property next to the Borough Barn. All Aye

#### PERSONNEL COMMITTEE:

- Committee Chairperson Doug Krum reported the committee met a few times for interviews.
- A motion was made by Victoria Waugh, 2<sup>nd</sup> by AJ McKenney to approve the hiring of George Snyder for Full-Time Street Department Employee. 5 Aye; Patsy Hess, Gary Steinruck Nay

#### UNION:

- Committee Chairperson Doug Krum had nothing to report.

#### UNFINISHED BUSINESS:

- A motion was made by Barbara Reese, 2<sup>nd</sup> by Patsy Hess to approve increased price (1,750) for actuarial studies for both Uniform and Non-Uniform Pension Plans to be paid from existing funds from both plans. All Aye

#### NEW BUSINESS

- A motion was made by AJ McKenney, 2<sup>nd</sup> by Gary Steinruck to approve Larson Design Group to provide engineer services for improvements to Catawissa Borough's wastewater treatment plant at a cost of \$23,000. All Aye
- A motion was made by Barbara Reese, 2<sup>nd</sup> by Patsy Hess to approve a \$4,200 payment from the Police Defined Benefit Pension Plan to pay for the preparation of the January 1, 2019, Actuarial Valuation Report and 2018 GASB Schedules 67 & 68. All Aye
- A motion was made by Barbara Reese, 2<sup>nd</sup> by Gary Steinruck to approve Borough Manager Larry Kopp as MS4 Administrator and Flood Plain Manager. All Aye
- A motion was made by Barbara Reese, 2<sup>nd</sup> by Patsy Hess to approve the Police to use the Community Center and spending \$400 to provide a meal for Halloween Parade Volunteers on 10/26/2019. All Aye
- A motion was made by Patsy Hess, 2<sup>nd</sup> by AJ McKenney to discuss selecting a date for Trick or Treat Night in the Borough. Mayor Jeff Achy suggested October 31<sup>st</sup> from 6 p.m. to 8 p.m. A motion was made by Gary Steinruck, 2<sup>nd</sup> by Victoria Waugh to approve Trick or Treat Night in the Borough to be on October 31<sup>st</sup> from 6 p.m. to 8 p.m.
- A motion was made by Gary Steinruck, 2<sup>nd</sup> by AJ McKenney to approve Borough Manager Larry Kopp having a spending amount for Borough purchases up to \$750. All Aye

#### FINANCE PAYMENT OF BILLS

- A motion was made by Gary Steinruck, 2<sup>nd</sup> by Patsy Hess to accept bills as written. All Aye

#### GUESTS TO BE HEARD

- Attorney Anthony McDonald stated he feels the Borough has a manager smart enough and that is on top of things. Mr. McDonald also feels Borough Manager Larry Kopp is off to a fantastic start.
- Guest Lori Breech from E. Main Street expressed her concerns with the speed and volume of tri-axle trucks coming down E. Main Street. Ms. Breech is concerned for the children walking and playing up there. Chief Laidacker stated there is nothing that can be done about the large trucks it is a state highway. Chief offered to get some extra patrols to watch the stop sign and address the speeding concerns. Chief Laidacker also told Ms. Breech feel free to call the station with concerns and they can get up there.

#### ADJOURNMENT:

- A motion was made by Patsy Hess, 2<sup>nd</sup> by Barbara Reese to adjourn. All Aye

#### MEETING ADJOURNED

Submitted by:

Connie M. Cole Borough Secretary