

CATAWISSA BOROUGH COUNCIL MEETING
MONDAY June 8, 2020 - 6:30 p.m.

An Executive Session took place during the meeting at 7:45 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: Doug Krum, Corey Yule, AJ McKenney, Roy Klinger, Janel Patel, Victoria Waugh, Borough Manager Larry Kopp, Mayor Todd Burke via teleconference, Attorney Anthony McDonald. Absent: Gina Trapani

READING OF MINUTES:

- A motion was made by Core Yule, 2nd by Victoria Waugh to dispense reading of and approve minutes of the previous month's meeting. All Aye

GUESTS TO BE HEARD:

- A motion was made by Victoria Waugh, 2nd by Janel Patel to present AMP's Lyle B. Wright Scholarship to Lauren Rose. All Aye
A check was presented to Lauren Rose by Council President Doug Krum and Council Vice President Corey Yule.

CORRESPONDENCE:

- Borough Secretary Connie Cole had nothing to report.

MAYOR:

- Mayor Todd Burke reported once things get smoother with the Coronavirus, he will be doing more ride alongs with the Police. Mayor Burke will also be checking in on the Police Station and Borough Hall more often.

MANAGER'S REPORT:

- Borough Manager Larry Kopp reported the following:
- Mr. Kopp took as many of the LTAP training classes he could and mentioned how beneficial they were.
- Mr. Kopp has a meeting coming up with Steve Capelli regarding insurance for the Borough. Mr. Kopp would like to compare and see if Mr. Capelli could save the Borough any money.
- The Culvert Project is in the final phase. This should be completed this week. Then the 3rd Street Paving Project will be started.
- Roth Cemetery Services will begin work on at Greenwood Cemetery on or about June 22nd.
- New Logo kick off meeting was held on May 26th. Initial Design Meeting will be June 12th.
- The streets condition inventory has been completed.
- Street signs inventory is under way and hoping to be completed by end of summer.
- Completion of the Quaker Meeting House Grant is almost complete. Hopefully the project will get underway this summer.
- Job Descriptions have been completed and will be handed out to employees for review.

- Quaker Meeting House can be open for visitors in the green phase of the County. The Quaker Meeting House will be open the 3rd Sunday of every month starting June 21st. Mr. Kopp asked for volunteers to open the Quaker Meeting House on these Sundays.

WATER:

- Water Authority Superintendent Cindy Bachman expressed her concerns with the current design to sustaining the pool for the dry hydrant. Ms. Bachman suggested at a minimum Public Safety Committee and the Fire Department meet to discuss this matter before it is too late. Council President Doug Krum agreed, and that a meeting with Public Safety and Dale Hendricks will be done this month.

CODE ENFORCEMENT REPORT:

- Council President Doug Krum read report.

POLICE:

- Chief Laidacker read the monthly report which stated the following:
- During the month of May 2020, the department responded to (237) calls for service
- Computation installed a refurbished computer for Officer Krape. The department used donation funds for the computer.
- While doing the install, Computation discovered that two of the department computers were using out of date software, which was creating issues with system security. The Chief's computer was updated with new Office programs, which resolved an issue he was having with filling certain reports.
- The department has experienced an increase in call volume as restrictions are lifted from the COVID-19.
- The department is currently working a Click-it or - Ticket Grant through the state.
- Newly hired Officer David Krape has quickly completed his training due to his past experience as a police officer. He will be joining the regular schedule rotation on June 9th.
- Chief was contacted by the owners of Coal Dock about additional parking due to increase in business. Chief gave permission to park across the street until Council can meet with Coal Dock owners to address this issue.
- A motion was made by Corey Yule, 2nd by Victoria Waugh to approve \$1,759.16 to Computation for computer upgrades. All Aye

PUBLIC SAFETY:

- Committee Chairman Doug Krum reported that no meetings were held.

UTILITIES:

- Committee Chairperson Corey Yule read the totals for outstanding utility accounts.
- A motion was made by AJ McKenney, 2nd by Corey Yule to discuss utility billing software and advanced metering infrastructure. Borough Manager Larry Kopp stated Secretary Connie Cole and himself had a meeting with Muni-Link about billing software. We are going to continue to look and compare other software. Mr. Kopp and Harry Young met with AMP about the metering infrastructure. AMP's is more expensive but is backed up remotely and more in-line with what the Borough should have.

PARKS & RECREATION/ECONOMIC DEVELOPMENT:

- A motion was made by Janel Patel, 2nd by Victoria Waugh to discuss the 2020 Summer Breeze Concert Series. Summer Breeze Concert Series is scheduled to go on with no food trucks and maybe a band change.
- A motion was made by Corey Yule, 2nd by Victoria Waugh to approve \$4,600 from the Eyer Fund to Peters Consultants for additional design work for the Main Street Streetscaping Project. Councilwoman Victoria Waugh asked about brick crosswalks. Guest Jason Fitzgerald with Penn Strategies gave some insight on what additional design ideas could be added to the streetscaping project and why. Mr. Fitzgerald also explained that it is two grants that can be matched. All Aye
- A motion was made by Victoria Waugh, 2nd by AJ McKenney to approve \$1,400 from the Eyer Fund to Peters Consultants for additional design work for the Eyer Park Project. Guest Jason Fitzgerald spoke on the additional items that could be added to the Eyer Park Project. Mr. Fitzgerald stated this is also two grants. All Aye

PROPERTY & BUILDING MAINTENANCE:

- A motion was made by Victoria Waugh, 2nd by Corey Yule to approve Ordinance 01-2020, establishing Bank Avenue as a one-way street, with operation of vehicles from South to North. All Aye
- A motion was made by Victoria Waugh, 2nd by Corey Yule to approve Ordinance 02-2020, regarding weekend street closure of Bank Avenue. All Aye
- A motion was made by AJ McKenney, 2nd by Janel Patel to approve placing picnic tables in the yard outside Borough Hall for use by customers of Borough Restaurants. Ms. Waugh expressed her concern of clean up. Attorney Anthony McDonald suggested putting signs out stating “ Please clean up after yourself or tables maybe taken away”. All Aye
- A motion was made by Corey Yule, 2nd by Victoria Waugh to discuss the increasing flood insurance coverage for the Wastewater Treatment Facility Lower Building at South 1st St. Borough Manager Larry Kopp read the new insurance rates and coverages. A motion was made by Victoria Waugh, 2nd by AJ McKenney to approve the renewal of the flood insurance coverage at the increased coverage for the Wastewater Treatment Facility Lower Building at South 1st St. All Aye
- A motion was made by Victoria Waugh, 2nd by Corey Yule to discuss a traffic barrier at 126 N. 3rd Street. Borough Manager Larry Kopp explained the situation with the current barrier and a couple options available. Chief Laidacker suggested putting a pole in a metal barrier in the sidewalk with the camera. Borough Manager Larry Kopp explained that is not feasible because it is handicap and nothing can be put there. Chief Laidacker stated he could get in contact with who installed the camera down at recycling and get a cost of moving it up here. Councilwoman Victoria Waugh and Council President Doug Krum asked him to please do that and let Larry know the cost. Council President Doug Krum was going to check on pricing of a cement barrier.
- A motion was made by Corey Yule, 2nd by Janel Patel to discuss an offer to accept a lump sum payment of \$202,000 for a 40 year easement in lieu of monthly rent on the Fox Avenue Cell Tower property. Borough Manager Larry Kopp explained what they were looking for and a change had been submitted on June 8th. Attorney Anthony McDonald suggested not to accept. A motion was made by Victoria Waugh, 2nd by Corey Yule to deny the lump sum offer for the Fox Avenue Cell rental. All Aye
- A motion was made by AJ McKenney, 2nd by Victoria Waugh to approve posting for sale the Electric Department’s pick-up truck on MunciBid with a starting bid of \$1000. All Aye

FINANCE & ADMINISTRATION:

- Committee Chairperson Doug Krum read account balances.
- A meeting was held in May to discuss ongoing and upcoming projects.
- A motion was made by Victoria Waugh, 2nd by Janel Patel to approve the current investment objective and invested allocation of the Eyer Fund as of June 24th, 2020. All Aye
- Borough Manager Larry Kopp explained that an invoice came in for the Culvert Project but the state funds did not come in yet. After a brief discussion of where money could be moved from until the state funds arrive and the money would be put back, a motion was made by AJ McKenney, 2nd by Victoria Waugh to approve moving \$100,000 from Capital Fund, \$30,000 from General Fund and \$100,000 from a matured CD from Electric Funds temporarily to pay for the Culvert Project until the state funds arrive. All Aye
 Attorney Anthony McDonald asked if the intent was to put the money back. Borough Manager Larry Kopp replied yes. Attorney McDonald stated ok as long as nobody forgets to put the money back. Borough Manager Larry Kopp stated “we won’t forget”.

PERSONNEL COMMITTEE:

- Committee Chairperson Doug Krum had a meeting with the Police about their 2021 wages and pension. Another meeting is scheduled for June.

UNFINISHED BUSINESS:

- A motion was made by Corey Yule, 2nd by Janel Patel to approve the electronic vote of May 15th, 2020, authorizing a Handicapped Parking space at 704 Shuman Street. All Aye
- A motion was made by Victoria Waugh, 2nd by Roy Klinger to approve the electronic vote of May 21st, 2020, waiving of all past due fees for Utility Accounts for the May Billing Cycle. All Aye
- A motion was made by AJ McKenney, 2nd by Victoria Waugh to approve the electronic vote of May 21st, 2020, opening Borough Parks on Friday May 22nd, 2020, when moving into the state’s Yellow Phase. All Aye
- A motion was made by Janel Patel, 2nd by AJ McKenney to approve the electronic vote of May 21st, 2020, updating the date for Dumpster Day to Saturday, June 20th, 2020. All Aye
 Dumpster Day was moved to South 1st Street due to the 3rd Street Project. Borough Manager stated we would get the word out it has been moved.
- A motion was made by Janel Patel, 2nd by Victoria Waugh to approve the electronic vote of May 21st, 2020, approving a Community garden at the SW Corner of Main and Railroad Streets. Council Vice President Corey Yule asked if the water situation was figured out. Borough Manager Larry Kopp replied “yes it has”. All Aye
- A motion was made by Corey Yule, 2nd by Janel Patel to approve the electronic vote of June 1st, 2020, authorizing the expenditure of \$41,483.26 from the Capital Fund for the purchase of a Ford F-350 Pick-Up. All Aye
- A motion was made by AJ McKenney, 2nd by Janel Patel to approve the electronic vote of June 1st, 2020, authorizing the expenditure of \$6,860 from the Eyer Fund for a cement pad at the pavilion in CARA Park. All Aye

NEW BUSINESS:

- A motion was made by Victoria Waugh, 2nd by Corey Yule to approve the resignation of Gina Trapani from the Catawissa Borough Council. All Aye
- A motion was made by AJ McKenney, 2nd by Victoria Waugh to approve advertising on the Borough’s website and Facebook for Letters of Interest in the vacant Council Seat. All Aye

FINANCE PAYMENT OF BILLS

- A motion was made by Corey Yule, 2nd by AJ McKenney to accept bills as written and any others that may arise before the next council meeting. All Aye

GUESTS TO BE HEARD

- Guest Cindy Bachman asked if the Culvert Project cost came in under the amount of the grant and if the project can be adjusted for the pool and still qualifies for the grant. Borough Manager Larry Kopp said he would have to do some research he did not know off the top of his head. Ms. Bachman asked if the engineering costs were included in the grant and when the project was considered started. Mr. Kopp and Jason Fitzgerald touched base a little on the engineering costs, how much time is allotted to complete the project and when the project was considered started. Ms. Bachman asked if the dry hydrant changes could be considered and included in the project. Borough Manager Larry Kopp told Ms. Bachman and Council that he would do his best to get information for the next Public Safety meeting and have information for the next Council Meeting.
- Attorney Anthony McDonald requested a short executive session with Council and requested Secretary Connie Cole and Chief Laidacker stay.
- A motion was made by Victoria Waugh, 2nd by Janel Patel to go into executive session. All guests were asked to leave the building until executive session was over.

An executive session took place at 7:45 p.m. to discuss a legal issue related to the State Ethics Commission Financial Forms. It lasted about 5 mins., and the meeting was back into regular session at 7:50 p.m.

ADJOURNMENT:

- A motion was made by Corey Yule, 2nd by Victoria Waugh to adjourn. All Aye

MEETING ADJOURNED

Submitted by:

Connie M. Cole
Borough Secretary