

**CATAWISSA BOROUGH COUNCIL MEETING**  
**MONDAY August 10, 2020 - 6:30 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, Janel Patel, Victoria Waugh, Jamie Cotner Borough Manager Larry Kopp, Mayor Todd Burke, Attorney Anthony McDonald, Roy Klinger via teleconference

READING OF MINUTES:

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

GUESTS TO BE HEARD:

- Guest Janet Longenberger discussed with Council the intentions, planning and safe guards the Catawissa Halloween Parade Committee are working on to continue with the long tradition of the annual Halloween parade. Ms. Longenberger explained that the plan is to have the parade but at a minimal. After a few suggestions from Ms. Longenberger, Council and the Mayor, Chief Laidacker plans to meet with Ms. Longenberger at a later time to discuss routing, staffing for safety and permits for the parade.
- Guest Jason Fitzgerald with Penn Strategies reviewed approved grants, submitted grants to DCNR and GTRP and future grants with Penn Dot and DCED. Mr. Fitzgerald gave Borough Manager Larry Kopp copies of the Main Streetscaping and Eyer Park Development. Mr. Fitzgerald stated he will keep an eye on the Cares Act and the other Federal Act. Chief Laidacker asked Mr. Fitzgerald about a grant to help with the upgrade to digital radio system next year. Mr. Fitzgerald is going to look into it.
- Guest Kay Nazarchyk asked about the need for Nuisance Vehicle Ordinance when this subject is covered under another Ordinance. Chief Laidacker explained this ordinance is a modification of the Ordinance that the Borough already has and to expand on vehicles left on the street. Ms. Nazarchyk asked Attorney Anthony McDonald if a Code Enforcement Officer can come on to a person's property. Attorney Anthony McDonald stated his position right now is a Code Enforcement Officer has the right to be on the outside of a person's property without a warrant, cannot go in a garage, home or any building unless they have a search warrant until a more definitive answer comes down by statute or by supreme court case.
- Guest Cindy Bachman addressed the culvert design change order. Ms. Bachman asked if this was what the Borough was going to go with. Ms. Bachman expressed her concern that Larson was supposed to submit options and what if this change does not work. Council President Doug Krum stated he would like DEP to meet and discuss what needs to be done. Council President Krum asked Mr. Fitzgerald if he could help get Chip Gross with DEP to meet with Borough Officials to discuss options to fix the issue with the dry hydrant. Mr. Fitzgerald is going to see what he can do. Borough Manager Larry Kopp stated the hydro vacuuming was a success. Ms. Bachman stated there was still sediment coming in the dry line but it is not hampering the functionality.

CORRESPONDENCE:

- Borough Secretary Connie Cole had nothing to report.

MAYOR:

- Mayor Todd Burke reported the following:
- Pleased with how things are going with the Police Department
- Officer McNelis is soon to finish her probationary period. Mayor Burke is impressed with Officer McNelis. Mayor Burke feels she is sharp, does a great job and is a professional.
- Mayor Burke is impressed with Officer Krape and feels Council made a good decision hiring Officer McNelis and Officer Krape.
- Would like to propose closing Bank Ave. for Woody's to utilize the avenue to set up tents and tables 7 days a week to help generate business. After a discussion of what Council could offer businesses and what businesses were requesting, a motion was made by Victoria Waugh, 2<sup>nd</sup> by Jamie Cotner to approve closing Bank Ave & Fox Ave for Woody's & Vito's to utilize for outdoor dining as long as neighbors of Fox Ave are ok with the closing of the avenue.

MANAGER'S REPORT:

- Borough Manager Larry Kopp reported the following:
- The Structural Engineer will do a forensic survey on Thursday August 13<sup>th</sup>; the concern is additional damage to logs that might occur when replacing the damaged logs and chinking.
- Thanked the Lion's Club for supporting the Summer Breeze Concert Series.
- We had three software demonstrations to replace our Visual Billing System. The information will be brought to the committee for a recommendation to be brought to Council next month for a vote.
- Mr. Kopp and Crystal Stoker met with Mr. Kehoe from Penn Dot to look at paving projects for 2021. The project being looked at is South Street between 2<sup>nd</sup> and 4<sup>th</sup> Streets. The estimated cost is \$98,000.
- The owner of 208 - 212 South St. has gotten in touch with the Borough again to discuss building condominiums at this location.
- Next Era Energy is looking at a product that will reduce demand costs to municipal electric suppliers.
- The Budget process has been started. Department heads have been asked to submit their budget requests for 2021 by August 21<sup>st</sup>.
- The concrete barrier across from the Post Office is up and seems to be working.
- Thanked Clair Kingston for a \$30.00 donation for using the Pavilion at Cara Park.

WATER:

- Water Authority Superintendent Cindy Bachman had nothing to report.

CODE ENFORCEMENT REPORT:

- Council President Doug Krum read the report.

POLICE:

- Chief Laidacker read the monthly report which stated the following:
- During the month of July 2020, the department responded to (229) calls for service.
- Car#1 was returned from Metzger Ford after repair, which was covered under warranty
- Car#2 was damaged in a hit and run incident while parked within the Borough. The damage was covered under the insurance and is back already.
- The camera was set up to watch the house on North 3<sup>rd</sup> Street.
- We are currently working on "In-Kind" grant hours through the Department of Transportation.

- Information was forwarded to Manager Larry Kopp referencing next year's digital radio purchase.
- The Chief is currently investigating grants to assist with the purchase.
- The department would like to thank Danville Borough for the recent uniform donation. They recently switched to blue uniforms and gave us their surplus black uniforms.
- We would also like to thank the Fritz family for the donation of the grill for use at the range.
- Officer McNelis will complete her probationary period September 9<sup>th</sup>, 2020. Chief Laidacker asked Council for a preemptive vote to approve Officer McNellis as a full-time officer on the September 9<sup>th</sup> pending nothing comes up in the meantime.
- Officers are continuing online mandatory updates.
- Officers will begin mandatory firearms training during the month of September.
- Chief and Officer McNelis having completed mandatory JTAC training.
- Chief asked if the Council could address the 3 motions on the agenda under Police. Chief feels it is better to have the permit for the parade than not.
- A motion was made by Jamie Cotner, 2<sup>nd</sup> by Roy Klinger to approve the date of the Catawissa Halloween Parade and all accompanying road closures for Saturday, October 31<sup>st</sup>, 2020. All Aye
- A motion was made by Jamie Cotner, 2<sup>nd</sup> by Victoria Waugh to approve use by the Catawissa Police of the Catawissa Community Center after the Catawissa Halloween Parade. All Aye
- A motion was made by Jamie Cotner, 2<sup>nd</sup> by AJ McKenney to approve the purchase up to \$350 in food from Woody's for dinner after the Catawissa Halloween Parade. All Aye

#### PUBLIC SAFETY:

- A motion was made by Victoria Waugh, 2<sup>nd</sup> by Janel Patel to approve Ordinance 04-2020, regulating nuisance and abandoned vehicles within the Borough. All Aye

#### UTILITIES:

- Committee Chairperson Corey Yule read the totals for outstanding utility accounts.

#### PARKS & RECREATION/ECONOMIC DEVELOPMENT:

- A motion was made by Corey Yule, 2<sup>nd</sup> by Roy Klinger to discuss the Borough's new logos. Councilwoman Victoria Waugh asked if the logo design could be put out to the Community for people to submit ideas. After a brief discussion, a motion was made by Roy Klinger, 2<sup>nd</sup> by Corey Yule to review the three logos and allow online voting, provided logo change costs will not exceed \$500 with a total of \$2000. All Aye
- A motion was made by AJ McKenney, 2<sup>nd</sup> by Janel Patel to approve \$21,637.50 to Roth Cemetery Services from the Eyer Fund paying the balance due for headstone conservation work at Greenwood Cemetery. All Aye

#### PROPERTY & BUILDING MAINTENANCE:

- A motion was made by Victoria Waugh, 2<sup>nd</sup> by Corey Yule to discuss the donation of the property of the former Melick Aquafeed to Catawissa Borough. Council President Doug Krum asked for the property to be checked for chemicals. Borough Larry Kopp stated the property would also be checks for liens. Attorney Anthony McDonald recommended not just accepting the property, Attorney McDonald recommended doing an environmental study. Mr. Fitzgerald with Penn Strategies stated there are grants to do environmental studies. Borough Manager Larry Kopp was asked to explore costs of an environmental study.
- A motion was made by Victoria Waugh, 2<sup>nd</sup> by Roy Klinger to discuss Design Change Order #1 to the Culvert Project for \$4,200 to modify area around the Fire Department's standpipe to address sediment. Council President Doug Krum stated a meeting with DEP is needed to explain and answer questions. Councilman Roy Klinger suggested looking into the cost of grants to put

in a 2<sup>nd</sup> dry pipe up farther in the creek where it is deeper. Council President Doug Krum and Councilwoman Victoria Waugh would like to focus on getting the current situation fixed.

- A motion was approved by Victoria Waugh, 2<sup>nd</sup> Janel Patel to approve a handicapped parking space on West Cemetery St. (Side of 621 Shuman Street). All Aye

#### FINANCE & ADMINISTRATION:

- A motion was made by AJ McKenney, 2<sup>nd</sup> by Roy Klinger to approve depositing \$107,657.50 from the Electric Fund in a 12-month Certificate of Deposit (CD) at Union Bank. All Aye
- A motion was made by Victoria Waugh, 2<sup>nd</sup> by Corey Yule to discuss the Borough's Mid-Year Financial Report. Borough Manager Larry Kopp gave a review of the financial report.
- A motion was made by Victoria Waugh, 2<sup>nd</sup> by Corey Yule to discuss general liability insurance for Catawissa Borough, effective September 17<sup>th</sup>, 2020. Borough Manager Larry Kopp explained the extra coverage of the Electrical Infrastructure and the savings by renewing with PIRMA. A motion was made by Victoria Waugh, 2<sup>nd</sup> by Jamie Cotner to renew general liability insurance with additional coverage of Electric Infrastructure through PIRMA at \$37,222. All Aye
- A motion was made by AJ McKenney, 2<sup>nd</sup> by Roy Klinger to approve \$36,944 to Brown & Brown for Workers Compensation Insurance. All Aye

#### PERSONNEL COMMITTEE:

- A motion was made by Victoria Waugh, 2<sup>nd</sup> by Corey Yule to approve the retiring of Harry Young, effective October 31<sup>st</sup>, 2020. All Aye
- A motion was made by Janel Patel, 2<sup>nd</sup> by Victoria Waugh to approve advertising for a Lineman Position in the Electric Department. All Aye
- A motion was made by Victoria Waugh, 2<sup>nd</sup> by AJ McKenney to approve the Minimum Municipal Obligations (MMOs) for the Borough's Pension Plans for 2021. Attorney Anthony McDonald ask if the Borough knew how far behind on the Pension they were. Borough Manager Larry Kopp stated yes, he does. Attorney McDonald stated the Borough is obligated to fund the pensions and they need a plan to catch the pensions up.
- A motion was made by Victoria Waugh, 2<sup>nd</sup> by Janel Patel to approve Catawissa Borough's Employee Handbook. Councilwoman Victoria Waugh wanted "or Borough Vehicle" added to page 6 under smoking. Council President Doug Krum mentioned a spelling error on page 4. All Aye
- A motion was made by Roy Klinger, 2<sup>nd</sup> by Corey Yule to approve Catawissa Borough Policy Letters on Harassment and Discrimination (#1), Social Media Policy (#2), ADA (#3) & Cell Phone Use (#4). All Aye
- A motion was by Roy Klinger, 2<sup>nd</sup> by AJ McKenney to approve Officer McNelis as a full-time officer with the Catawissa Police Department after the successful completion of her probationary period on September 9<sup>th</sup>, 2020. All Aye
- A motion was made by Roy Klinger, 2<sup>nd</sup> by Victoria Waugh to approve Chief Josh Laidacker as the Right to Know Officer for the Catawissa Police Department. All Aye

#### UNFINISHED BUSINESS:

- A motion was made by Roy Klinger, 2<sup>nd</sup> by Victoria Waugh to approve the electronic vote of 7/31/2020, authorizing Gutelius Excavating to replace the existing inlet at the corner of North 4<sup>th</sup> and Merceron Streets at a cost of \$12,000. All Aye
- A motion was made by AJ McKenney, 2<sup>nd</sup> by Roy Klinger to approve the electronic vote of 7/22/2020 to approve a donation of \$1,000 to Catawissa Hose Company for their annual Carnival. All Aye

#### NEW BUSINESS:

- A motion was made by Victoria Waugh, 2<sup>nd</sup> by Janel Patel to approve Ordinance 05-2020, amending Catawissa Borough Ordinance 03-2020, establishing a Residential Rental Property Registration, Licensing and Occupancy System. 5 Aye, Roy Klinger: Nay; AJ McKenney: Nay. Motion carries
- A motion was made by Victoria Waugh, 2<sup>nd</sup> by Jamie Cotner to approve Resolution 2020-10, amending fees for the Residential Rental Property Registration, Licensing and Occupancy system. 5 Aye, Roy Klinger: Nay; AJ McKenney: Nay. Motion carries
- A motion was made by Roy Klinger, 2<sup>nd</sup> by AJ McKenney to approve use of the Borough's softball field on the morning of August 19<sup>th</sup> and 20<sup>th</sup> by the 1-109<sup>th</sup> Infantry Regiment (PA National Guard). All Aye

#### FINANCE PAYMENT OF BILLS

- A motion was made by Janel Patel, 2<sup>nd</sup> by Jamie Cotner to accept bills as written and any others that may arise before the next council meeting. All Aye

#### GUESTS TO BE HEARD

- Chief Laidacker asked for clarification with Council that the employee handbook and policy letters do not apply to the Police correct. Council replied correct.
- Guest Cindy Bachman stated she thought the 2<sup>nd</sup> dry hydrant idea is a good idea and maybe there is a grant to do it. Ms. Bachman also asked for clarification on the amendments to the Rental Ordinance and Resolution. Borough Manager Larry Kopp explained the Ordinance amendment covers the two apartment complexes in town. The complexes are now included in the ordinance for licensing and the Resolution states what the fees will be for the apartment complexes.
- Guest Pat Hess expressed her dissatisfaction with the Catawissa Borough Logo not opened up to the school for students to submit ideas. Ms. Hess stated that she has not talked to anyone that likes the logo. Borough Manager Larry Kopp told Ms. Hess to have anyone she knows drop off any design ideas they may have.
- Guest Gary Steinruck asked what the definition of a nuisance vehicle is. Attorney Anthony McDonald stated the definition is clearly spelled out in the Ordinance. Mr. Steinruck was told a copy of the Ordinance can be picked up at the Borough Hall.
- Guest Mike Swartzlander asked if the Rental Ordinance was discussed at all prior to last month's meeting before it was voted on. Mr. Swartzlander was asked to clarify his question. Councilman Roy Klinger told Mr. Swartzlander to go back through the meeting minutes to see what was discussed. Mr. Swartzlander asked how he could get the minutes. He was told on our website.
- Guest Pat Hess asked how fees and changes to the Rental Ordinance were come up with since it was not talked about in six months. Council told Ms. Hess that was not true. Ms. Hess feels this was not discussed at an open meeting.

#### ADJOURNMENT:

- A motion was made by Jamie Cotner, 2<sup>nd</sup> by Roy Klinger to adjourn. All Aye

#### MEETING ADJOURNED

Submitted by:

Connie M. Cole, Borough Secretary