

## **CATAWISSA BOROUGH COUNCIL MEETING MONDAY September 14th, 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.

### **An executive session was held at 6:00 pm for personnel reasons.**

### 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 AJ McKenney, 2<sup>nd</sup> by Victoria Waugh to dispense reading of and approve minutes of the previous month's meeting. All Aye

### GUESTS TO BE HEARD:

- Guest Sue Helwig feels if zoom meetings are going to continue Council needs to do something better. Ms. Helwig expressed there are issues with getting on the call, hearing the meeting and staying on the meeting.
- Ms. Helwig asked about draft minutes being available before meetings in case of questions. Attorney Anthony McDonald stated since zoom meetings will continue draft minutes of the previous meeting should be posted on the Borough website between 3 and 4 p.m. the day of the monthly council meeting. After a brief discussion Attorney McDonald said he would get with Borough Manager Larry Kopp to discuss getting the draft minutes available sooner.
- Ms. Helwig also asked why things are held until the last minute for meetings. Ms. Helwig said the agenda isn't posted until Friday. Ms. Helwig was corrected by Borough Manager Larry Kopp that agenda is posted the Thursday before the meeting by 4 p.m. Ms. Helwig wanted to know why it could not be posted earlier. Attorney Anthony McDonald replied because there are many corrections and revisions made prior to the meeting. Attorney McDonald has advised Council not to make changes to the agenda 24 hours prior to the meeting.
- Ms. Helwig asked why the Borough is interested in the Melick property as it sits in a flood zone when it makes more sense for FEMA to do the buyout. Ms. Helwig also wanted to know why it is taking so long to get Right to Know information. Borough Manager Larry Kopp stated FEMA does not buyout commercial properties, also only does buyouts for a certain time frame after a flood occurs and that time period is long past. Attorney McDonald responded to the Right to Know part of the question, asking Ms. Helwig who filed the Right to Know she was referring to. Ms. Helwig stated Ron Fritz filed the Right to Know. Attorney Anthony McDonald stated the Borough needed more time to get the information together. Borough Manager Larry Kopp stated the request was for 10 years of information. Ms. Helwig feels this was done on purpose. Attorney McDonald stated the municipality has a right under the law to request more time for the volume of information requested.

### CORRESPONDENCE:

- Borough Secretary Connie Cole reported the Borough received a refund due to Covid-19 in the amount of \$203.26 from United Concordia Dental which represents 50% of our average monthly premium payment.

MAYOR:

- Mayor Todd Burke reported the following:
- Pleased with how things are going with the Police Department.
- Chief Laidacker does well with all the Officers, he sees their weaknesses and strengths and tweaks things to help them become better.
- A motion was made by Jamie Cotner, 2<sup>nd</sup> by Janel Patel to discuss a date for Trick or Treating in October 2020.
- A motion was made by Jamie Cotner, 2<sup>nd</sup> by Roy Klinger to set Trick or Treating for Wednesday October 28<sup>th</sup> 2020 with a rain date of Thursday October 29<sup>th</sup> from 6 p.m. to 8 p.m. All Aye

MANAGER'S REPORT:

- Borough Manager Larry Kopp reported the following:
- A preliminary budget for 2021 will be available for the Finance Committee Meeting this month.
- Received the revised Preliminary Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS). Next step is some communities in Columbia County will have 90-day appeal period. At the end of the appeal period, FEMA will issue a Letter of Final Determination which establishes the final flood data and the effective date of the new FIRM & FIS.
- Met with Scott Miles with H.A. Thompson and did an in-depth review of Borough properties for a risk assessment. Mr. Kopp is looking to implement regular safety inspections for Borough Playgrounds. That was the only area (along with sign inventory/ replacement which we are already working on) where the Borough can reduce risk in the area.
- Grant from DCED's Multimodal Transportation Fund is due September 30<sup>th</sup>; deadline was extended from July 31<sup>st</sup>. Second grant for this project is Penn Dot's Multimodal Grant, due TBD, but usually in the fall.
- PMEA cancelled their annual conference. The conference was done online. PMEA showed a breakdown of a 1000 KW residential bill and the Borough is right in line with what other municipalities customers are paying for electric.

WATER:

- Water Authority Superintendent Cindy Bachman reported hydrant flushing will be Monday October 5<sup>th</sup> starting at 8 a.m.
- Ms. Bachman asked if Council will be talking about the meeting with DEP or making decisions. Borough Manager Larry Kopp stated that it was on the agenda later and asked Ms. Bachman to explain what was recently done with the dry hydrant. Ms. Bachman stated the dry hydrant was repositioned into a deeper pool upstream. The fire department was contacted and a test will be done. Councilwoman Victoria Waugh asked Ms. Bachman when they are testing it. Ms. Bachman stated she was not sure hopefully sometime this week.

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 August 2020, the department responded to (232) calls for service.
- Car#1 received some scratches on the rear passenger side. An estimate will be generated.
- Car#2 repairs were complete.

- In-Kind hours were complete for the recent grant the Department received.
- The department has put extra COVID precautions in place when dealing with suspects, such as temperature readings and recording suspects symptoms and temperatures.
- As of September 9<sup>th</sup>, Officer McNelis has completed her probationary period. Manager Larry Kopp received a notification of the Chief's evaluation and recommendation.
- Officers are continuing online mandatory updates.
- Chief Laidacker discussed the upgrade to the new digital radio system. Chief Laidacker gave a total of \$ 27,140.70 for 2 mobile radios and 4 portable radios. Columbia County is going to pay 51% with grant money. The Borough obligation will be \$13,340.15. Chief Laidacker stated the County is trying to get more grant money. Chief Laidacker is asking Council to add another portable radio so all Full-time Officers have their own radio. Each radio is assigned a name by County so they know who is using each radio when it is in use. Also sharing the radios is a lot of wear and tear on a radio. The cost of an extra radio would be \$ 4597.70 and would change the Borough's cost to \$17,946.85. Chief Laidacker spoke with Jason Fitzgerald about looking for a grant to help with the Borough's cost of the radios. The Borough's part of the cost will not need to be paid until Dec 31<sup>st</sup>, 2022. A motion was made by Victoria Waugh, 2<sup>nd</sup> by Roy Klinger to approve the purchase of 2 mobile radios and 5 portable radios at a cost of \$18,000.00. All Aye

#### PUBLIC SAFETY:

- A motion was made by Victoria Waugh, 2<sup>nd</sup> by Roy Klinger to approve Ordinance 06-2020, amending Chapter 316-7 of the Borough Code, establishing speed limits within the Borough. The speed limit will be 25 mph for all streets. All Aye
- A motion was made by Corey Yule, 2<sup>nd</sup> by Roy Klinger to discuss Catawissa Borough participating in a regional police feasibility study. A motion was made by Victoria Waugh, 2<sup>nd</sup> by AJ McKenney to approve participating in the regional police feasibility study. All Aye

#### UTILITIES:

- A motion was made by Roy Klinger, 2<sup>nd</sup> by Jamie Cotner to approve purchasing a new utilities billing system from Diversified Technology and two mobile tablets for use to read meters at cost of \$6,500. Purchase to be included in the 2021 Borough Budget. After a brief discussion about inclusions and handheld replacements. All Aye
- Committee Chairperson Corey Yule read the totals for outstanding utility accounts.

#### PARKS & RECREATION/ECONOMIC DEVELOPMENT:

- A motion was made by Jamie Cotner, 2<sup>nd</sup> by Janel Patel to adopt a new Borough logo. The logo with the Opera House received the most votes of the survey and can be done for our maximum amount allowed of \$2000.00. All Aye
- A motion was made by Jamie Cotner, 2<sup>nd</sup> Roy Klinger to approve the Borough's 2021 Activity Calendar. Dumpster Day May 1st, rain date of May 8th, Borough Yard Sale May 22nd, Memorial Day Ceremony May 31st, Kid's Day June 12th, Summer Breeze Concert Series June 29th, July 6th, 13th 20th & 27th, Senior Day August 20th, Christmas Tree Lighting Ceremony December 6th and potentially Halloween Street Fair October 30th. All Aye
- A motion was made by Jamie Cotner, 2<sup>nd</sup> by Roy Klinger to approve Sunday, December 6th, 2020, for the Borough's Christmas Tree Lighting Ceremony. A discussion of moving the Christmas Tree to the Borough Hall lawn and getting Woody's and the Catawissa Christian Church involved with the event ensued. Mayor Burke and Mrs. Burke will be Mr. & Mrs. Claus, they will be reading a Christmas Book. Traditional caroling will be done around town. The rest details are being worked out. All Aye

- A motion was made by Roy Klinger, 2<sup>nd</sup> by Janel Patel to approve Resolution 2020-11, establishing procedures for the sale of all Borough personal property, either individual items or lots of items, with an estimated fair market value of less than \$2,000. All Aye
- A motion was made by Victoria Waugh, 2<sup>nd</sup> by Corey Yule to approve the sale of ten (10) picnic tables no longer used by the Borough. Councilwoman Victoria Waugh asked if the picnic tables could be repurposed to be used in Eyer Park by the kayak launch. Borough Manager Larry Kopp stated no not for the condition, plus we have plenty of extra tables. All Aye

#### PROPERTY & BUILDING MAINTENANCE:

- A motion was made by AJ McKenney, 2<sup>nd</sup> by Jamie Cotner to discuss proposals for a Phase I Environmental Study on the property of the former Melick Aquafeed. Council President Doug Krum stated the property started out for \$1.00 now it is turning into a minimum of \$1,600. President Krum also stated he would like Attorney Anthony McDonald to look over the railroad contract to make sure years down the line the Borough will not owe them money for doing something wrong. Attorney McDonald encouraged Council not to accept the land without an environmental study. Borough Manager Larry Kopp is going to look into costs of doing something with the concrete, a plan of design for the property and the cost of phase 2 of the environmental study for Council before moving forward.
- A motion was made by Victoria Waugh, 2<sup>nd</sup> by Corey Yule to adopt limiting the number of times the Quaker Meeting House is opened to the public to twice annually in 2021. All Aye
- A motion was made by Janel Patel, 2<sup>nd</sup> by Victoria Waugh to discuss the External Condition Assessment of the Quaker Meeting House by Forensic Engineers from Barry Isett & Associates. Borough Manager Larry Kopp stated the Forensic Engineers feel we need to replace all 8 logs on the east side which would cost over \$100,000. The County looked at it and said no let's just do the 2 logs now and do some later. County went to bat and asked the Commissioner to back the initial grant. The work will go out for bid later this year and work will start next April.
- A motion was made by Corey Yule, 2<sup>nd</sup> by Roy Klinger to discuss the new stormwater outfall and the fire department's standpipe. Borough Manager Larry Kopp spoke with Chip Gross from DEP and Chris from Larson Design. Chip suggested what Cindy already did. The Borough is going to watch and see how that works. There is about 100,000 left in the grant money so if this doesn't work out, the Borough can go back and use some of the grant money to address the issue.
- A motion was made by Roy Klinger, 2<sup>nd</sup> by Victoria Waugh to discuss changing the zoning classification of 721 Mill Street (Gas/service station on Route 42/487) from R-1 (Residential). Attorney Anthony McDonald stated it is not that easy. Attorney McDonald suggested doing a certificate of non-conformity which will allow them to do business there and if it is sold it can be sold as a non-conformity business.

#### FINANCE & ADMINISTRATION:

- A motion was made by Roy Klinger, 2<sup>nd</sup> by Jamie Cotner to approve purchasing a Ford F-550 Dump Truck for \$85,000 to be included in the 2021 Capital Fund Budget. Council President Doug Krum asked if the truck will be under coated. Borough Manager Larry Kopp replied "yes I believe so but I will double check to make sure". Attorney Anthony McDonald asked if this was from Costars. Mr. Kopp replied "yes". Mr. Kopp also stated this is being done now because there is a 6-month waiting period and this way the Borough has the truck by next winter. The truck they have now most likely will not pass inspection. All Aye

#### PERSONNEL COMMITTEE:

- A motion was made by Roy Klinger, 2<sup>nd</sup> by Victoria Waugh to appoint Borough Manager Larry Kopp as the municipality's Right to Know Officer. Attorney Anthony McDonald recommended

Borough Manager Larry Kopp do some educational training from the Borough Association, Township Association or the Right to Know Office for Right to Know Officers. All Aye

#### UNFINISHED BUSINESS:

- No unfinished business to address.

#### NEW BUSINESS:

- A motion was made by Janel Patel, 2<sup>nd</sup> by Roy Klinger to approve the Borough making purchases/doing business with Home Depot. All Aye
- A motion was made by Roy Klinger, 2<sup>nd</sup> by AJ McKenney to approve \$900 for installing a radio in the Sewer Department pick-up truck. All Aye
- A motion was made by Roy Klinger, 2<sup>nd</sup> by Victoria Waugh to approve the Borough's second and final installment of 2020 for \$7,329 to Catawissa Hose Company #1 as part of our annual contribution. All Aye
- A motion was made by Jamie Cotner, 2<sup>nd</sup> by AJ McKenney to discuss Catawissa Borough contributing to the Bloomsburg Recycling Center to offset the cost of allowing residents to utilize the facility. Councilwoman Jamie Cotner gave some information for Waste Management providing recycling for the Borough. After a discuss about cost, size and quantity Jamie was asked to get more information before any decision can be made.

#### FINANCE PAYMENT OF BILLS

- A motion was made by Roy Klinger, 2<sup>nd</sup> by Janel Patel 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 Council was going to pay an engineer to do an estimate to make the Melick property presentable. Borough Manager Larry Kopp stated no he was going to get the estimates at no cost to the Borough.
- Ms. Bachman asked Council to please consider the relocating of the Christmas tree in front of the Opera House. Ms. Bachman feels having the tree at 5 Points is tradition and if they would consider leaving it there and maybe having one at the Borough Hall also.
- Guest Pat Hess asked who takes care of the weeds outside the sidewalk area to the road. Borough Manager Larry Kopp and Council President Doug Krum stated they didn't know and will look into it.
- Ms. Hess also asked when did the Rental fees make it to Council to be voted on. Attorney Anthony McDonald told Ms. Hess that he would have to tell Council not to comment at this time because of the litigation with the Rental Ordinance that is going on at this time.
- Chief Laidacker invited Council and their families to the Little League Field on Saturday September 19<sup>th</sup> at 1 p.m. the Police Department is playing the Fire Department to raise money for the Catawissa Little League.
- Council President Doug Krum announced Saturday September 26<sup>th</sup> Pastor Mike's Band will be playing behind The Catawissa Christian Church and Juanita Winery will be there also. President Krum stated the alley would need to be blocked off for a few hours. President Krum asked Council if anyone had a problem with that, everyone said no.
- Council President Doug Krum stated Catawissa Valley Lion's Club is thinking of having a food truck event at Eyer Park. President Krum asked Council to provide electric free of charge and also asked Water Authority Superintendent Cindy Bachman if they would provide water free of charge. Ms. Bachman said water is there and they have a meeting tonight she will see if they will donate the water for no charge. A motion was made by Victoria Waugh, 2<sup>nd</sup> by Corey Yule to donate the electric usage to the Lion's Club for the Food Truck Event.

ADJOURNMENT:

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

MEETING ADJOURNED

Submitted by:

Connie M. Cole  
Borough Secretary