

CATAWISSA BOROUGH COUNCIL MEETING
MONDAY December 5th, 2022 - 6:30 p.m.

CALL TO ORDER:

- The meeting was called to order by Council President Sue Helwig.

ROLL CALL:

- Present were: Sue Helwig, Jeff Fleming, Gary Steinruck, AJ McKenney, Roy Klinger, Andrew Detwiler, Mayor Todd Burke, Attorney Anthony McDonald, Kevin Ferris via phone

READING OF MINUTES:

- A motion was made by Roy Klinger, 2nd by Jeff Fleming to dispense reading of and approve minutes of the November 12th, 2022 Council Meeting. All Aye

PRESIDENT'S REPORT:

- Council President Sue Helwig announced the Borough received approval from the Southern Columbia School Board for the LERTA Tax Incentive Program. Applications for the Program will be available at the Borough Hall starting January 3rd, 2023
- Ms. Helwig thanked Manager of Administration Connie Cole for representing the Borough at the Catawissa Christian Church Winterfest. Ms. Helwig also thanked anyone who helped.
- Ms. Helwig and all of Council wished Waste Water Treatment Plant Operator Bob Dunkelberger a speedy recovery.

GUESTS TO BE HEARD:

- Aaron Eldred with the Columbia County Conservation District asked Council's permission to haul and dump the stone debris from the Catawissa Creek project at the police gun range. Mr. Eldred will be seeking permission from the Water Authority to dump the wooded debris on their property. Dumping the debris close to the project will help cut costs. A motion was made by Andrew Detwiler, 2nd by Roy Klinger to approve adding a motion to the agenda for the debris dumping. All Aye
- A motion was made by Andrew Detwiler, 2nd by Jeff Fleming to approve the dumping of stone debris from the Catawissa Creek Project on the Borough Police Shooting Range. All Aye

CORRESPONDENCE:

- Manager of Administration Connie Cole reported the remote capture audit was completed by First Columbia Bank and Trust. The Borough passed all aspects of the audit.
- Liquid Fuels Audit was reopened and the findings were Nonperishable Expenditures for the hauling of stone purchased from a noncertified vendor. The Borough has already paid Penn Dot the fees for the cost the stone. The Borough will receive a letter from Penn Dot asking for the reimbursement of \$576.13 for the hauling charge.

MAYOR:

- Mayor Burke thanked everyone for attending the meeting.

WATER:

- Water Authority Superintendent Cindy Bachman had nothing to report.

CODE ENFORCEMENT REPORT:

- Councilman AJ McKenney read the code enforcement report.

POLICE:

- Chief Laidacker reported for the month of November the department responded to (160) calls for service. Chief Laidacker read his report which stated the following:
- The 2019 SUV water pump and fuel sensors were repaired.
- The 2014 sedan had the front brakes replaced.
- The Chief met with the newly formed Safety Committee.
- The sole applicant for the full-time position withdrew his application. The position remains open.
- The department schedule remains difficult due to the personnel shortage.
- Cpl. Hayes received commendations from the County Victim/Witness Office for his effort assisting crime victims.

PUBLIC SAFETY:

- A motion was made by Andrew Detwiler, 2nd by Jeff Fleming to approve all police issues to be brought to the Public Safety Committee for review. Councilman Andrew Detwiler started a conversation regarding the

purpose of the committee and his feelings on why public safety issues should go to the committee first. Borough Solicitor Anthony McDonald stated the use of committees is a good idea but course of action decisions must be made by a vote of full Council. A roll call vote was taken: Andrew Detwiler; Aye, Jeff Fleming; Aye, Kevin Ferris; Nay, Sue Helwig; Nay, Gary Steinruck; Nay, AJ McKenney; Aye, Roy Klinger; Aye
Motion carries

UTILITIES:

- Committee Chairman Jeff Fleming read the utilities report providing open and closed balances for electric/sewer accounts. Mr. Fleming also reported how many late notices were mailed for the month of November.

PARKS & RECREATION/ECONOMIC DEVELOPMENT:

- A motion was made by AJ McKenney, 2nd by Jeff Fleming to approve Catawissa Hose Co. #1 activities for 2023 All Aye

FINANCE:

- A motion was made by Gary Steinruck, 2nd by Jeff Fleming to approve the purchase of (8) \$25 gift cards for Full Time Employees and (4) \$15 gift cards for Part-Time Employees at a cost of \$260.00. All Aye
- A motion was made by Gary Steinruck, 2nd by AJ McKenney to approve appointing Eric M. Brown with Siana Law Office as the Borough Labor Attorney with a rate increase to \$205.00/hr. 5; Aye, 2; Nay, Andrew Detwiler, Jeff Fleming. Motion carries
- A motion was made by Roy Klinger, 2nd by Kevin Ferris to approve a phone to be installed in January at the Borough Barn for a cost of \$106.95 with a recurring monthly charge of \$15.10 for a 60-month term. All Aye
- A motion was made by Jeff Fleming, 2nd by Andrew Detwiler to approve the 2023 Catawissa Borough Budget. All Aye Manager of Administration Connie Cole informed Council they will need to bring someone in to show the Treasurer how to enter the budgets.
- A motion was made by Gary Steinruck, 2nd by Kevin Ferris to approve reappointing Anthony McDonald as Catawissa Borough Solicitor for 2 years with an hourly rate increase to \$105.00/hr. and his retainer remaining at \$2,400. This is the first hourly increase in 20 years. All Aye
- A motion was made by AJ McKenney, 2nd by Gary Steinruck to approve Penn Strategies as Grant Writers for Catawissa Borough from December 1, 2022 to December 1, 2023 for a cost of \$2000.00/month. All Aye
- A motion was made by Jeff Fleming, 2nd by Gary Steinruck to approve the lease of (2) new copiers for the Borough Hall and Police Station at a cost of \$277.412 per month which includes 59 daily color copies and 109 black and white copies and is a savings of \$28.008 per month. All Aye
- A motion was made by Gary Steinruck, 2nd by Jeff Fleming to approve General Code to update and codify 13 pieces of legislation to the Borough Code for an estimated cost between \$2,540.00 and \$2,740.00. All Aye
- A motion was made by Andrew Detwiler, 2nd by Jeff Fleming to approve Resolution 2022-15 regarding Fixing the Tax Rate for the Year 2023. All Aye
- A motion was made by Roy Klinger, 2nd by Gary Steinruck to approve transferring funds from the General Fund to the General Reserve Fund not to exceed \$100,000. All Aye Councilman Andrew Detwiler requested the amount transferred be announced at next month's meeting.
- A motion was made by Roy Klinger, 2nd by AJ McKenney to approve transferring funds from the Sewer Fund to Sewer Reserve not to exceed \$100,000. All Aye Councilman Detwiler requested the same for the sewer transfer.
- A motion was made by Roy Klinger, 2nd by Jeff Fleming to approve checking into CD rates. All Aye
- A motion was made by Andrew Detwiler, 2nd by Jeff Fleming to approve Resolution 2022-14 regarding the adoption of the new fee schedule for Building Inspection Underwriters of PA Inc. All Aye

PERSONNEL:

- A motion was made by AJ McKenney, 2nd by Jeff Fleming to approve readvertising for a Full-Time Police Officer. All Aye Council President Sue Helwig asked if the help wanted ad can be open ended. Chief Laidacker stated he would have to speak with the Civil Service Commission.

UNFINISHED BUSINESS:

A motion was made by Roy Klinger, 2nd by Jeff Fleming to approve moving forward with the following projects using the American Rescue Funds.

1. Air Conditioning for the Community Center estimate \$21,000.
2. Generator for Police Station including the Borough Hall connected to the same generator.
3. PPE for Catawissa Hose Company #1 up to \$10,000.
4. Dry Hydrant Grant Match of \$17,250.
5. Grant Matching Funds Reserve \$35,000.

Water Authority Superintendent Cindy Bachman suggested new digital radios for DPW so communication can be kept between Public Works, Water Authority, Police, and County when emergencies happen. The radios will be looked in to. All projects using American Rescue Funds were discussed. A motion was made by Jeff Fleming, 2nd by Roy Klinger to table the matter until March Council Meeting. All Aye

NEW BUSINESS:

- A motion was made by Jeff Fleming, 2nd by Andrew Detwiler to approve Resolution 2022-13 regarding Implementing ACT 57 of 2022, Property Tax Penalty Waiver Provisions. All Aye
- A motion was made by AJ McKenney, 2nd by Jeff Fleming to approve \$500.00 for the renewal of a waiver to create and implement a pollution reduction plan under the State's MS4 program. All Aye

FINANCE PAYMENT OF BILLS

- A motion was made by Roy Klinger, 2nd by Andrew Detwiler to accept bills as written and any others that may arise before the next council meeting. All Aye

GUESTS TO BE HEARD

- No guests to be heard.

ADJOURNMENT:

- A motion was made by Roy Klinger, 2nd by Andrew Detwiler to adjourn. All Aye

MEETING ADJOURNED

Submitted by:

Connie M. Cole
Manager of Administration