

BOROUGH OF EAST WASHINGTON COUNCIL MEETING

August 13, 2012 MINUTES

Council of the Borough of East Washington met for its Regular Monthly Board Meeting on Monday, August 13, 2012, with the following Members and Borough Officials present:

Blake E. McCandless, Council President	Lisa Crosier, Council
Marilyn A. Posner, Council Vice President	Gregg Gould, Council
Jeffery D. Bull, Council	Cary Jones, Solicitor
Joanne Coyle, Council	John Mark Connors, Constable

Absent: Kelley L. Dickson, Council; Mark Pacilla, Mayor

Audience Members: Terry Blackburn, Rose & Bruno Colussi, David Posner, Residents.

Blake McCandless, Council President, called the Meeting to order at 6:03 p.m., followed by the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion was made by Marilyn Posner and seconded by Lisa Crosier to approve and adopt the Minutes from the July 9, 2012 Council meeting with the correction of 10 years to 100 year title search on page 4.

VOTE : All Ayes. Motion carried.

APPROVAL OF BILLS

No additional bills other than the checks to be signed.

Motion to approve all bills.

VOTE: All Ayes. Motion carried.

COMMENTS FROM AUDIENCE

Rose & Bruno Colussi, 545 Council Street, requested clarification of parking ordinances on Council Street, and discussed the condition of the alley behind his house.

Terry Blackburn , 160 South Wade Avenue, reported that he has noticed that recycling is being put into the regular garbage truck. He stated that the condition of the alley behind his house results in water running onto his property. He expressed his comments on the Executive Sessions of Council. (Colussi's requested permission to leave.) Terry Blackburn stated that he thought that the Borough's citations for property maintenance are causing hardships to older residents with limited incomes.

Blake McCandless explained that according to the Borough Code, Council is assigned the responsibility to protect the health, the welfare and the well being of the residents and their property in this Borough.

Terry Blackburn discussed the current garbage company and the pickups.

SECRETARY

Current financial reports and current list of bills to pay were presented with a disclaimer: due to the lack of bank reconciliations being done. The PLGIT and savings account have been reconciled. Janine Skariot, Treasurer will reconcile the Payroll Account. Discussion of bank reconciliations and current procedures and responsibilities.

STREET DEPARTMENT

Jeff Bull discussed the current Agility Program. He also noted that the Borough's Stop Signs are in poor condition, and there are new regulations for Stop signs, which will be reviewed.

Discussed road crew help and efforts for finding additional helpers.

Reported that the estimate for sidewalk repair on North Wade would be about \$5500; regulations up to \$10,000.

Motion : Hire the contractor that's been doing the work for the Borough, Bob Burns, to replace the sidewalk:

Motion by Gregg Gould, Second by Lisa Crosier.

Discussion: Approval of up to \$6000 will cover it.

Amended Motion: Award contract to Mr. Burns, up to and including \$6000 to replace the sidewalk going from Beau Street up North Wade Avenue to the top of the park.

Vote: All ayes; motion carried.

Discussion with neighbor Mr. Shultz about the fence and the future electricity to the park pavilion, and placement of a light.

Ron Miles has been driving to help South Strabane: our part to be "good neighbors". Does this during his regular time (not overtime) for the Borough.

POLICE DEPARTMENT

Marilyn Posner reported Acting Chief Mark Griffith is at a doctor's appointment. Marilyn Posner stated that Mark Griffith requested to attend a PSAB program on Managing a Police Department at a cost of \$100.

Motion to pay for schooling for Griff to go to this management program.

Motion by Marilyn Posner, second by Joanne Coyle. All ayes, motion carries.

Police Audit: Mark Pacilla working on utility expenses. Provided with utility payments from QuickBooks by the Secretary. Line items budget amounts are not available in QuickBooks. Blake McCandless stated will help to recreate budget.

CODE ENFORCEMENT

Mike Behrens submitted a report via email.

COUNCIL MEMBERS' REPORTS

Gregg Gould – A previous proposal to send Thank you letters to residents for maintaining sidewalks is now not required as it is not necessary to thank residents for fulfilling their obligation as a property owner in the Borough. Progressing with the work on the Ordinance Book, and estimate it will take until the end of the year. Discussed long-term planning efforts and the possibility of a retreat/workshop for the Council. Discussed potential meeting sites, costs, and dates. Plan to select date and time at next meeting.

Gregg Gould pointed out that this Borough does not get the same consideration as other municipalities/organizations to be a part of local events such as the recent Whiskey Rebellion Parade. Discussion of Historic District and impact of repairs and maintenance of houses and buildings in such a district.

Joanne Coyle discussed the Playground and need to make it ADA compliant, which will require our engineer to draw up plans for possible parking, handicap parking, and asphalt pathways.

Jeff Bull stated that there is a drainage problem with the asphalt in back of the Borough building which needs resolved.

Lisa Crosier discussed signs in the triangular area, and is researching costs, types, and details for a possible sign for the Borough.

Marilyn Posner reported that the Borough is now 4 ½ years into our Garage hauling contract, and have about 16 months remaining, and that we are starting to receive calls from other haulers ready to bid. Discussion of possibility of extending current contract and other options.

Discussions of current insurance coverage, billing, changes, current coverages, reappraisals. Jim Proudfit had recently recommended that the borough meet with a PIRMA representative annually to explain coverages.

MAYOR'S REPORT

No report.

SOLICITOR'S REPORT

Cary Jones report on George Retos hearing.

OTHER Comments

Secretary Nancy Klemash discussed the current procedures for handling PA-1 CALLS.

Marilyn Posner reported on the Bond cancellation for previous Secretary Heather Walsh. The refund check for the Bond premium was made out to Heather Walsh. Ahe will be contacted to endorse the check to the Borough.

EXECUTIVE SESSION Council to discuss personnel issues at 8:08 pm.

PUBLIC MEETING: Back in session at 9:50 pm.

ACTION ITEMS

Ordinance prohibiting parking on a portion of Council Street. Cary Jones noted it has been duly advertised.

Motion: Enact the ordinance prohibiting parking on the upper end of Council Street.

Motion by Gregg Gould. Second by Lisa Crosier. No discussion: All ayes. Motion carried.

OLD BUSINESS

- A. Cutting down dead tree on the Shure property: Discussed the lack of communication among council members in the decisions that were made.
- B. General Code book already discussed.
- C. Handicapped parking already discussed
- D. Painting curbs and killing weeds on Borough streets: Jeff Bull stated that this is being worked on.
- E. Paving Wheeling Street: We are still waiting for the city to get a price from the contractor.
- F. PA-1 calls: discussed
- G. Police Chief appointment – survey : still waiting to find out about that
- H. Sidewalk violations - Discussion of citations and the appropriate response time that should be granted to the residents.

NEW BUSINESS

- A. Change in speed limit on McKennan and Morgan. Discussion of conditions and perhaps and change in speed limit signs. Solicitor pointed out that the Borough has authority to lower a speed limit, but first a traffic study is required.
- B. Council member to reconcile bank accounts with the Secretary. Blake McCandless will discuss with the Treasurer.
- C. ADA compliance with the playground: Joanne Coyle to contact Irene Whitney (sp).
- D. Increase number of Council meetings per month. Used to have two per month. Meetings were shorter. Discussion of communication among Council members between Council meetings, and the necessity of all council members to be informed.

Motion by Gregg Gould: I move to terminate Marriner, Jones & Fitch as the Borough Solicitor.

Lisa Crosier: Second. Discussion: none. Vote: four ayes, two nays Motion Carried.

Cary Jones: Bob Dixon is the institutional memory of this body, and by his calculation, Marriner Jones & Fitch and it's predecessors have served 50 years as Solicitor for the Borough, and myself, it's 19 years ago this month, I took over when my partner died. He stayed with his municipalities with certain changing – 50 years is an incredible time, 19 years, I guess, is pretty good, too. Members of this firm have worn in or raised and educated the Borough, and I have had a really personal joy for me to sit here and a few what nots beside the trial looking down on me sitting here, so it's been a nice time. I appreciate, things change, needs change and thank you for the opportunity of letting us serve you. With that I'll leave. Thank you.

Discussion of pending ordinance on curb cuts, and a review of a S.Strabane ordinance. Will research and review similar ordinances from other municipalities.

Motion by Gregg Gould: I make a motion that we invite Dennis Makel to be East Washington Solicitor.

Second by Lisa Crosier. Discussion: None. Vote: Ayes: four. Nays: two Motion carried.

Mr. Makel cannot make a second Monday of the month meeting, so the Borough Council meeting would have to be the third or fourth Monday. Need to vote on this so it can be advertised.

9:45 PM - Meeting ended and will reconvene on Wednesday, August 29 at 6:00 PM. At that time we will take up the Agility program, and meeting notes. I will email Mark and Kelley to see if the third Monday is agreeable.

COUNCIL MEETING , RECONVENED MEETING of August 13
August 30, 2012 MINUTES

Council of the Borough of East Washington met to reconvene the regular meeting of Monday, August 13, 2012, with the following Members and Borough Officials present:

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| Blake E. McCandless, Council President | Mark Pacilla, Mayor |
| Jeffery D. Bull, Council | Mike Behrens, Code Enforcement |
| Lisa Crosier, Council | Dennis Makel, Solicitor |
| Gregg Gould, Council | John Mark Connors, Constabl |
| Absent: Kelley L. Dickson, Mark Pacilla, Mayor | |
| Audience Members: Terry Blackburn, Ben Brown, Residents; Linda Metz, Observer Reporter | |

Blake McCandless, Council President, called the Meeting to order at 6:00 p.m., followed by the Pledge of Allegiance.

APPROVAL OF BILLS

Blake McCandless read off all bills/checks being paid that must be paid prior to our next meeting.

Harleysville Insurance 62.08	D&T Tees \$48	A-D Janitorial 68.70
Columbia Gas 29.81	The Fastenal Company 18.71	Verizon 351.77
West Penn Power 34.58	Guttman Oil 488.44	Staples Credit Plan 207.62
Highmark Blue Shield 639.00	Sherwin Williams 52.88	

Gregg Gould: Motion to approve all bills. Second by Lisa Crosier VOTE: All Ayes. Motion carried.

NEW BUSINESS

- A. **Motion** by Lisa Crosier for Jeff to assist with bank reconciliations. Second by Gregg Gould.
Discussion: Dennis Makel: reconcile with compensation or with no compensation.
amended **motion**. Allow Jeff Bull with no compensation to help the secretary reconcile bank accounts.
Vote: All ayes. Motion carried.
Jeff Bull: I would like the record to reflect that the bank accounts had not been reconciled since December 2011 or January 2012.
Secretary, Nancy Klemash stated that she has reconciled the Liquid Fuel account and the Savings Account, and the Treasurer, Janine Skariot will reconcile the Payroll account next week, and the General Account is reconciled through May 2012.
- B. Introduction of new Borough Solicitor, Dennis Makel.
- C. **Motion** by Gregg Gould: To move the day of our regular monthly meeting to the third Monday of each month for the remainder of this year.
Second by Lisa Crosier. Discussion: None Vote: All ayes: Motion carried.
Mr. Makel stated that Makel & Associates would pay for the legal advertising for the change of the Council meeting dates.
- D. **Motion** by Lisa Crosier to accept the resignations of Marilyn Posner and Joanne Coyle, effective August 30, 2012. Second by Gregg Gould. Discussion: none. Vote: all ayes. Motion carried.
Joanne Coyle also resigned from serving on the Joint Planning Commission, and her position will need to be replaced on the Multi-Municipal Planning for Parks & Recreation. Lisa Crosier will consider the position. Will decide in the September meeting.

Gregg Gould volunteered for the trash collection and a contact for Allied Waste. This impacts his ability to continue his work on the Code book, which will be given to General Code to complete.

Solicitor Dennis Makel pointed out the correct procedures for ordinances, their advertisements and recording at the Law Library. He also stated that Borough minutes should be in a post bound book and paginated. He recommended Bissell's manual, a quick book/index reference for municipalities. Recommend Secretary Nancy Klemash contact Judy Taylor of Union Township for training on municipal secretarial and financial responsibilities.

Discussed Council vacancies: Dennis Makel stated that there are no specific rules/requirements for filling council vacancies, the borough can advertise or interview, but this is not a requirement. The Borough can make a motion to appoint people to fill the vacancies of those who resigned.

Title 65: As long as those appointed are not a member of the immediate family, it is not a conflict of interest. The Borough has 30 days from the date of resignation to appoint someone to the vacant Council positions. Requirement of being a resident for one year and a registered voter.

Introduction of Ben Brown, 144 Lemoyne Avenue in East Washington, a commercial real estate broker, with a background in finance and real estate, and worked for federal reserve.

Motion by Lisa Crosier to appoint Ben Brown to one of the vacant seats on the Borough Council until the first Monday in January 2014. Second by Jeff Bull. Discussion. None. Vote: all ayes. Motion carried.

Oath of Office administered by Mayor Mark Pacilla.

Statement of Financial Interest is also required.

- E. Resolution for Deputy Tax Collector. Former Secretary designated as Deputy Tax Collector in 2008 resolution. Blake McCandless will verify status of bonds.

OTHER BUSINESS

Budgeting - Council should be planning time for the 2013 Budget.

Solicitor advises Council to have Judy Taylor serve as a mentor to train/help/assist the new Secretary in the functions and responsibilities of municipal secretary and accounting

Judy Taylor – Borough Secretary for 13 years, Union Twp. Secretary 5 years, now Treasurer

Motion by Jeff Bull to approve the expenditure of \$25 per hour to Judy Taylor as a consultant for as many hours as Nancy Klemash feels necessary, and we will compensate Nancy Klemash for her time.

Second by Gregg Gould.

Discussion: none. Vote: All Ayes. Motion carried.

Solicitor: General driveway permit ordinance.

Motion by Lisa Crosier to advertise this ordinance, pending changes.

Second by Gregg Gould.

The Borough should have and maintain adequate Personnel files.

The Agility contract is being worked on, they are meeting on it next week, and we should have information at the next meeting.

ADJOURNMENT

Motion to adjourn by Gregg Gould. Blake McCandless adjourned the meeting at 6:50 p.m.

Respectfully submitted,

Nancy A. Klemash, Borough Secretary