

Borough of East Washington COUNCIL MEETING

September 10, 2013 MINUTES

Council of the Borough of East Washington met for its Regular Council Meeting on Monday, August 19, 2013, with the following Members and Borough Officials present:

Blake McCandless, Council President
Jeffrey D. Bull, Council Vice President
Ben Brown, Council
Lisa Crosier, Council

Gregg Gould, Council
Bill Adams, Council
Dennis Makel, Solicitor

Absent: Kelley Dickson, Mayor Mark Pacilla
Audience Members: Constable Mark Connors

Blake McCandless called the Meeting to order at 6:06 p.m., followed by the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion was made by Bill Adams to approve the Minutes as submitted from the August 19, 2013 Council meeting. Second by Gregg Gould. VOTE: All ayes. Motion carried.

APPROVAL OF BILLS

Motion by Bill Adams to approve current bill list and payroll as submitted by the Secretary/Treasurer in the amount of \$18,446.20 and August 30 & September 13 payrolls of \$22,572.53. Second by Gregg Gould. VOTE: All ayes. Motion carried. Lisa Crosier and Jeff Bull abstained.

Motion by Jeff Bull to adjourn the meeting of August 19, 2013. Second by Ben Brown. VOTE: All ayes. Motion carried.

COMMENTS FROM AUDIENCE (none)

SECRETARY/TREASURER

Nancy Klemash presented the financial reports and noted that the Profit & Loss Statement includes the 2013 Budget figures, but the accounts are not completely edited to the DCED system.

Stated that statements for most delinquent garbage accounts have been sent, and that a report on the problems properties was forwarded to Council. Asked Council about the procedure for the delinquent accounts: if they are to be forwarded to the Code Enforcement Officer for citations, or to Portnoff for collection. This needs to be discussed in relation to garbage collection and the Portnoff ordinance and agreements.

Reported that Selway service monitored for termites and have not noticed ants after the building was treated.

Received notification from PSAB Unemployment Compensation plan regarding an increase in the taxable wage base for 2014 from \$8500 to \$8750 per employee.

Received notification of Act 101 Recycling Performance Grant in the amount of \$1159.00, for which a check should be received in 6-9 weeks.

Reported that the county will be doing a flyover in the spring of 2014 to update the Pictometry images. Rural view at 9" resolution will be free to the Borough, and is similar to the current system. Access will be online. Option to have a 3" resolution at a cost, which could possibly be shared with the City of Washington.

(SECRETARY)

Motion by Jeff Bull to authorize entering in an agreement with the City of Washington for the purchase of the high resolution Pictometry flyover next spring. Second by Bill Adams. VOTE: Five ayes. One nay from Lisa Crosier. Motion carried.

Reported that current Policy and Procedure Manual from January 2004, in effect today, was approved by motion of Council in January 2004 with revised in March 2004. Council minutes were reviewed from 2004 to the present. In May 2008 this manual was mentioned in the minutes as needing to be updated. No further updates were approved by the Council.

PUBLIC WORKS

Bill Adams reported that all the bonds and paperwork have been received from Suit Kote, and received PennDOT approval for the slurry sealing. Sent notice to proceed to Suit Kote pending a pre-construction meeting. Description of the process being a liquid with a fine aggregate in it. Council directed that when the schedule is known that it be advertised, and flyers for windshields of cars parked on the streets that are to be paved.

Requested a cell phone for Aaron Lucero. Council directed that he be given Ron Miles' cell phone.

POLICE DEPARTMENT

Officer in Charge Mark Griffith reported on a grant with the Redevelopment Authority with 5 other municipalities for information sharing that had been approved. The Borough is responsible for \$4794 in matching funds for the server in South Strabane, and will receive \$16,666.00 to update the police computer system.

In July, used 134 gallons of gas, 81 calls for service, issued 19 citations, 9 parking citations. In August, used 173 gallons of gas, 107 calls for service, issued 21 traffic citations, and 17 parking tickets.

Discussion of patrols on North Avenue, and use of the ESP system.

Discussed possibility of officers on duty creating a log of their work, a daily activity report.

CODE ENFORCEMENT

Mike Behrens reported for the month of August: 144 calls made, 40 hours worked, completed 121 rental registrations, issued 1 usage permit, and 5 citations.

COUNCIL MEMBER REPORTS

Ben Brown reported on setting up a new form on the Borough Website for Public Works citizen comment or complaint form.

Lisa Crosier reported that the Park & Shade Tree Committee met and that more planting would be done around the new Borough sign. Talked with a new landscaper about a tree beautification program for the Borough. Recca Panian agreed to be the contact person.

Stated that the boxes in the office should be cleaned up and stored in the basement. Council directed that Public Works utilize a rainy day to move the boxes as directed by the Secretary.

Jeff Bull reported that the fence in the park will be completed next week. Noted that areas of the Park 'n Ride are not cleared of weeds. Noted that the light on the new Borough sign needs to be repositioned, and that Traffic Safety should be contacted.

ACTION ITEMS

Trash Bid will need to be advertised for bids to be received October 15. Solicitor stated that bids do not need to be solicited for services. Discussed possibility of extending current contract with Allied/Republic and not putting it out for bid.

Motion by Jeff Bull to authorize Solicitor Dennis Makel to contact the Borough's current waste hauler, Allied/Republic to see if they are willing to extend the current contract for another 3 years with the same terms and conditions. Second by Gregg Gould. Letter in writing needed by Monday, September 16. VOTE: All ayes. Motion carried.

EXECUTIVE SESSION

7:10 pm **Motion** by Jeff Bull to go into Executive Session for personnel purposes. Second by Gregg Gould. VOTE: All Ayes. Motion carried.

PUBLIC MEETING back in session at 7:55 p.m.

ACTION ITEMS (continued)

Portnoff Ordinances & Agreement regarding delinquent real estate taxes and claims. Ordinance was advertised. Resolution to the County Tax Claim Bureau to not collect delinquent real estate taxes. Agreement with Portnoff to collect delinquent real estate taxes and municipal claims, i.e. garbage fees. There will be no cost to the Borough.

Motion by Lisa Crosier to allow Portnoff & Associates to collect the Borough's delinquent property taxes and municipal garbage fees. Second by Bill Adams. VOTE: All Ayes. Motion carried.

Motion by Bill Adams to adopt the resolution directing Washington County Tax Claim Bureau not to collect delinquent real estate taxes on behalf of East Washington Borough. Second by Gregg Gould. VOTE: All Ayes. Motion carried.

Handicap Sign Ordinance. The revised ordinance will be reviewed at the next meeting.

Solar Installation Ordinance. **Motion** by Ben Brown to advertise the Solar Installation Ordinance for adoption in October. Second by Gregg Gould. VOTE: All Ayes. Motion carried.

General Code Agreement. **Motion** by Bill Adams to approve an amount not to exceed \$5995 to be paid General Code to codify the latest ordinances since 2008 and authorize General Code to publish our code to their Ecode360 online library. Second by Gregg Gould. Annual cost of \$1195 for annual maintenance on the Ecode 360 system and \$995 annually for the standard version. Discussion of costs and necessity of all the features. **Motion** by Gregg Gould to table the motion. Second by Ben Brown. VOTE: All Ayes. Motion carried. Council requested comparison estimates for codification.

Motion by Ben Brown to advertise a Public Hearing for the Washington-East Washington Joint Recreation Plan on Tuesday, October 8 at 6:00 p.m. followed by the regular meeting. VOTE: All Ayes. Motion carried.

Motion by Gregg Gould to set the Halloween Trick-or-Treat time for the Borough of East Washington for Thursday, October 31 from 6:00 to 7:30 p.m. Second by Ben Brown. VOTE: All Ayes. Motion carried.

Pension for Ron Miles road and police work was discussed in executive session.

Motion by Jeff Bull to instruct Officer in Charge Mark Griffith to suspend all expenditures with the exception of vehicle maintenance, including uniform allowances. Second by Gregg Gould. VOTE: All ayes. Motion carried.

OLD BUSINESS

Personnel Policy Manual The Committee stated that they would like PSAB to review the document, and will email the current document to Council and the Solicitor for review.

Draft LERTA will be deferred to the next meeting.

Rental Agreement Ordinance revision: defer to next meeting.

Recycling containers and policies and Garbage Collection ordinance: Gregg Gould is working on revisions.

Motion by Lisa Crosier to authorize Gregg Gould to purchase 1000 recycling container labels/stickers at a cost not to exceed \$1000. Second by Ben Brown. VOTE: All ayes. Motion carried.

ADJOURNMENT

Motion to adjourn by Jeff Bull at 8:40 p.m. Second by Bill Adams. Meeting adjourned.

Respectfully submitted,
Nancy A. Klemash
Secretary/Treasurer