

PROSPECT BOROUGH COUNCEL MEETING

September 4th, 2012

The meeting was called to order with the pledge of allegiance at 7:02 pm, with President Jim Harmon in the chair.

Roll call Dave Stellfox, Bob Boice, Glen Gitzen, Bill Marciniak, Ed Robinson, Jim Harmon, Mayor Jim Butler were present.

Bill Marciniak was appointed secretary pro-tem.

Correction on last months made taking out the word sign on page 2 referring to crosswalks under storm water mgt. report. Motion to accept minutes with correction made by Bob Boice. Seconded by Ed Robinson. Motion carried all in favor.

Visitors to be heard Nick Vaccarello

1. Survey issues about survey pins being certified, Jim Willard will correct issue.
2. Letter received from Prospect Borough regarding bushes needing cut back as his time expired.

Marge Pifer

1. Submitted a letter requesting if sewage is available and if the tap in is free on her property questions were turned over to Bob Koch

Bob Koch Code Enforcement officer gave his report

1. He issued a single manufacturing home permit
2. He also asked for the engineers to help him on the application

Report of committees

Sewage

1. Larry Derringer is to meet with the sewer committee and the solicitor a date and time has not been set
2. There is a problem with our pumps and aerator they are not equal at the

EQ TANK, slowing down the pumps

3. with the help of Dan Bickel we found out we have a power problem at the EQ TANK, we have put a meter on the line to check voltage. Ed Robinson , Dave Stellfox, Bill Marciniak met with Allegheny Power at the EQ tank we could not find anything wrong that day except that the pumps were going up and down straining for power. The power company said they are working on replacing lines on Old Route 422 because they are old, After all is said and done Prospect is going to submit a claim to Allegheny Power for damage to our pumps.

4. Ed Robinson wanted everyone to know he has 2 fuses for the pump panels at his home

5. Dave Stellfox brought up that Ed Robinson has done an outstanding job on the sewer committee

6. Jim Willard passed out a project engineers report [see attached report]

7. Jim Willard asked who from council will sit in on conference calls with Penn Vest. A motion to have Mr. Harmon and Ed to sit in on the conference calls was made by Glen and second by Bill Motion carried all in favor.

8. Jim Willard also said that DCNR requested a list of topics to discuss at the meeting with them Jim made a draft letter and a list of topics to send to DCNR. [see attachments to his report], a motion to use the draft letter and list of topics was made by Bob Boice and seconded by Ed Robinson motion carried all in favor.

Solicitor's report

Tony Colangelo was introduced by Jim Willard as an attorney from GTN

1. GTN is working on lifting the DEP & the DCNR's consent order asking council approval to have Jim Willard to prepare a letter to DEP on what has been done and what is going to be done on the sewer system in Prospect motion made by Dave Stellfox second by ED Robinson. Motion carried all in favor

2. The sale and resale ordinance still needs work they are rewriting the ordinance needs penalty and procedures put in it

3. Gave Pete a copy of job descriptions, policy and procedures manual to review

4. Wanted to know if we needed a wildlife ordinances in Prospect because a question of having horses in the borough. A motion was made by Dave Stellfox Second by Ed Robinson to have GTN write a wildlife ordinance.

Yes Glen, Dave, Bill, Ed, Jim. No Bob motion carried 5 to 1

5 wanted to know if we wanted GTN to write up a policy and procedure to

handle Liens or bankruptcies. A motion was made by Glen Gitzen second by Ed Robinson to have GTN handle this issue motion carried all in favor

6 a motion was made by Ed Robinson to have Jim Willard Bob Boice send DCNR-DEP quarterly reports as required by the consent order Bob Boice second the motion, Motion carried all in favor

7. Dave Stellfox Made a motion to have GTN collect all outstanding Depths draft any or all ordinances to collect sewer or any other depth. Ed Robinson second motion carried all in favor

Chris Eddy report

1. The meter he installed has the capability to record and store flows, etc.
2. He also reported he met one of the men who worked on our Eqtank and system. He will set up a meeting with the sewer committee and this person

Library report

1. See attached report

Parks report

1. Bob Boice reported he met with the Boy Scouts on painting the Benches at the park, there was a question on liability and this will be looked into by GTN
2. Jim Harmon reported that the Preservation society will not sponsor Santa claus this year

Street and storm water

1. Dave reported that a lot of grass was cut this month as well as tree trimming, line painting, weeds sprayed and crosswalks put in
2. Surveying progress using monuments in town
3. Was reported that the red light on 528north was burned out and to call Bronder to replace it
4. There was a question on a tree limb was hanging down on Acorn Drive. It is a private road. No action taken
5. Question on the sidewalks in town need repaired, Bill looking into a county block grant to help fix this problem however I was told by the county that our income is to high based on the 2002 censuses to qualify for any block grants that we need to take our own survey to show that our income is lower than 2002. Bill will work with GTN to try to help educate the residence of how important this info can be to the Borough
6. There is a problem with water on Crown Hill. Dave will check it out

7 a letter to replace our blinking lights on Main Street with LED lights with a cost of \$791.44. A discussion was held and it was determined to stay with what we have.

8. Dave Osborne was used as a flagman during a digging. A discussion was held. Ed Robinson made a motion to pay Dave Osborne \$10.00 an hour and he would receive a1099 for tax purposes. Bob seconded motion carried 5 to 1 Yes Dave, Bob, Glen, Bill, Ed. No vote Jim

Police Report

1. 2 new tires were purchased for the police car.
2. See attached report

Mayor report

1. 144 Franklin dumpster was removed
2. 146-148 Franklin property for sale mowed property in front not in the back mayor checked with landscaper that was all they were contracted for
3. Mayor presented 2 versions of new letterhead one old style one new to show the council. Bill Marciniak made motion that the council vote on either new or old style. Seconded by Dave Stellfox for old style. Bob, Bill, Ed, Jim, Dave new style Glen. The mayor will put it on the computer

Personnel report

1. Bill Marciniak made a motion that we send to GTN. Prospect Borough Policies and procedures manual to review and add policies and procedures, to modify policies and procedures manual as they deem necessary to make manual legal to labor and industry standards. Second by Dave motion carried all in favor a mention of the time being a factor.
2. GTN gave us a copy of job descriptions, policies and procedures to review.
3. Need to have a financial report monthly-yearly, showing income as well as expenses
4. A true profit and loss statement each month
5. Been in contact with R.A. services- Tammy regarding the Boroughs accounting procedures Pete believes it would service us into the future [system designed especially for government, and municipalities]
6. Glen is working on getting information on uniforms and Safety Gear for our employees
7. Franklin Township gave us 2 forms to use if we want to. See attached forms.

Maintenance report

1. As of August 28, the repairs on the maintenance garage roof not working. Roof still leaks. We should put into 2013 budget for a new tin roof. Ed Robinson made a motion to get 3 bids to either have it fixed this year or give us a figure to put in 2013 budget. Dave seconded motion carried all in favor.
2. We will need to get 2 or 4 new tires on the Borough pickup truck before winter. Motion made by Ed to get 4 new tires on pickup seconded by Dave. Motion carried all in favor.
3. Also to look into a grant for the police for tires and battery, Mayor reported we bought 2 new tires for the police car.

Planning commission report

1. Alan had questions on a person wanting to buy land to put in a micro brewery, as to Prospect being wet or dry.

Communications

1. A letter from the American Legion Post 117 attorneys stating that they are tax exempt.
2. A reminder letter of the upcoming B.C.B.A. borough code updates meeting on September 17th.
3. Publication order form of The Borough code books at cost of \$15.00 each. Motion made by Dave Stellfox seconded by Ed Robinson to buy 6 copies. Motion carried. Yes votes Dave, Glen, Bill, Ed, Jim no Bob.
4. A notice of Butler Municipal Employees 30th Annual Safety Training on Wednesday October 10th at a cost of \$10.00 each person. Motion made by Dave to send Dave Stellfox, Robert Hixson and Bill Osborne to attend. Second by Ed. Motion carried all in favor.

OLD BUSINESS

1. Ed brought up about buying a tractor for our maintenance dept. a discussion was held, it was determined for Robert Hixson to get bids on a tractor.

NEW BUSINESS

1. Motion Made by Bill Marciniak to give to Prospect Fire Department a plaque for 100 years of service to the Borough at a cost not to exceed \$100.00 seconded by Ed Robinson. Motion carried all in favor.

2. Bill Marciniak made a motion to have GTN check on all Ordinances and resolutions registered at the court house and the numbers on file Ed seconded Motion carried all in favor.

3 the Mayor brought up that we have to replace one of our Banners at a cost not to exceed \$50.00 there was no objections

Went into Executive session 10:10pm to discuss personal and legal matters Executive session ended 10:40 meeting resumed, A update on the Wilson Road Project was discussed

Motion made to pay Bills for the general fund made by Dave Stellfox seconded by Bob Boice Motion carried 5 to 1 Yes Dave, Bob, Bill, Ed, Jim No Glen

Motion made to pay bills for Sewage fund made by Bill Second Dave motion carried 4to 2 Yes Dave, Bill, Ed, Jim, No Bob, Glen

Motion made to pay Liquid fuels bills made by Bill seconded by Bob motion carried 4to1 Yes Dave, Bob, Bill, Jim No Glen Abstaining Ed

2 new bills one for sewage and one for the general fund was introduced Ed made the motion to pay these bills seconded by Dave motion carried 5to 0 with ED abstaining

It was mentioned that Franklin twp. and Prospect is having a clean up day on September 29th from 830a.m. till 12 noon

Meeting was adjourned at 10:45pm
Respectfully submitted by Bill Marciniak
Secretary Pro Tem