

April 1, 2024

Regular monthly council meeting
Union Dale Borough

Pledge of Allegiance

Attendance: Ann Marie Saam, Donna Tedesco, Tom Yale, Bill Wolfe, Joe McAndrew, Diane Gomola & Carol Hale and 3 residents.

Public Comment: Each person will have 5 minutes to present their concerns. Only residents or those paying taxes to the borough may comment.

- Joe & Audrey Vasquez would like to report that the sluce pipe is blocked on Church Street . They wish to thank us for all the hard work we do for the borough.

Previous meeting minutes: Previous meeting minutes were reviewed and will be sealed and signed for permanent record. Motion to approve minutes by Donna, 2nd by Joe. All in favor. Motion passes.

Correspondence:

- Old letter found in file box Feb 2023- Hazard Mitigation Plan- Union Dale not in compliance.
Email & the letter read aloud to council. Union Dale did not complete the necessary requirements to adopt the 2023 plan for the borough. In the event of disaster or emergency, no residents will be able to apply for FEMA funds. Open discussion. Joe will complete the requirements and then Union Dale can pass a resolution to adopt the 2023 hazard mitigation plan.
- Email from DOT re: ACH \$13,516.54 for Liquid Fuels into Gen Fund account. Diane states she has made the approved transfer of the exact amount to the Liquid Fuels General account. Diane informs council that she has already begun change of depository account to LF . Awaiting a confirmation from the PA dept of budgets.
- PP grant writing notes from Diane's class given as print out to roads councilman Bill Wolfe.
- FC Walk Run – donation – No donation at this time.
- Sus Cnty realty transfer December & February
- Various product catalogs
- E-mail from Kyle Kozlansky- RTK filed regarding Solar farms.
- E-mail from Sus Cnty community block grants available. - investigate for Mountain Road and Norton Hill- Joe reports he has to take a roads/gravel class to participate in grants and will do so .
- E-mail SLFRF -look in old minutes 2022 for information.

Receipts:

- Edward Jones- \$1,542.74 check from matured CD
- Berkheimer- 3 EIT's \$1,743.34
- Sus Cnty Transfer tax \$73.50

Treasurer's Report:

- General DDA- \$64,503.81
- General MM \$154,548.76
- Liquid Fuels DDA \$20,003.53
- Liquid Fuels MM \$5,869.87
- Sewer CD \$53,431.15
- Edward Jones CDs (3) \$119,014.73

BILLS:

- Debit card – PSATS \$65.00 Minute Book
- Bill pay PP&L- \$638.34 utility poles

- Bill pay PP&L- \$29.15- boro hall
- ACH GO DADDY – annual fee webpage hosting- \$292.44
Annual fee domain name \$35.16
- #1599 Diane Gomola – wages \$445.14
- #1600 Ann Marie Saam- Q-1 council wages \$69.55
- #1601 Donna Tedesco- Q-1 Council wages \$69.55
- #1602 Tom Yale- Q-1 Council wages \$69.55
- #1603 Bill Wolfe-- Q-1 Council wages \$69.55
- #1604 Joe McAndrew- Q-1 Council wages \$69.55
- #1605 Teri Madrid- Q-1 Mayor wages \$69.55
- #1606 Yale Grave Care- 2023 invoice for lawn care at boro hall

LIQUID FUELS BILL:

- #130 to Brian Prince Excavating LLC- \$456.83
- #131 Zembrzycki Excavating Inv 1185 March plow & salt \$230.00

Motion by Bill to pay bills as read and to pay, any and all bills, (under \$1,000) in all funds, that become due before next regular meeting. 2nd by Tom. All in favor. Motion passes.

Mayor report: none

Auditor report: Carol Hale newly elected, introduces herself and notes her 50+ years accounting experience. She first states that as auditor she will not sign off on our annual borough audit until she is certain our figures within our various accounts are accurate. Carol states she has determined there is no fraud, nor missing funds, there is however, years of untidy categorizing, with missing documentation, making it very difficult for the current Secretary to enter A/R & A/P into Quickbooks. The data is only as good as what you inherit. Carol states the smartest thing the borough has done is agree to use an accepted accounting program, like QuickBooks to track all funds. Request an invoice from fire dept for the receipt of the foreign fire monies the borough gave them. Most notably, the payroll has been incorrectly accrued over the years, and no W4's can be located. This will be updated ASAP. Carol states we are going to be contacted for an LF audit as this has not been done in several years. The secretary is due to check in with the QB advisor hired by the borough back in November. The QB advisor will assist Diane with items found and get them into the proper categories. Carol spoke with the state, and we have been granted an extension to file our annual audit by April 15. She states it will be done then, if not before. She and Vashti Conrad, our other auditor of record will then sign off on the audit and submit.

Council thanked Carol Hale for her tenaciousness & expertise, which is needed, especially now in the absence of Annie Wolfe, who, with her years of banking experience, assisted the borough with their audits for many years.

Committee Report -Roads /Unfinished Business:

- Joe reports he must take a roads/gravel class to participate in grants, with the Conservation District as well as state grants. Joe has been in touch with Mount Pleasant Twp- Wayne county. They are jointly responsible for East Mountain Road with Union Dale. Joe & Bill will further investigate working jointly with them on grants to come up with a plan to eventually pave East Mountain Rd. East Mountain Rd repair work & upgrades needed across ATV crossing. Joe will engage conversation with the ATV club to work jointly with them also.
- Norton Hill Rd: councilman Wolfe was on site with GRW from Clifford to evaluate issues with Norton Hill. The road was measured and GRW will prepare a plan for future pot hole repair and eventual paving .GRW will prepare us an estimate. Council will seek 2 others for Norton Hill.
- Greenfield Twp is short staffed, as soon as they have new hires, we can discuss police protection .
- Minutes book available and now part of permanent recording keeping for Union Dale.
- Numbers to PPL pole along 171 given to Secretary to call and investigate previous matters.

New Business:

- Donna motions to accept 2 auditor vacancies and appoint Eileen Saam to fill Ann Wolfe's auditor position vacancy till term ends December 31, 2024. 2nd by Joe. All in favor. Motion passes.
- Upon completion of hazard mitigation plan requirements by councilman McAndrew, borough will then be able to pass a resolution adopting the plan.
- I-9 and W-4's given to each council member to complete.

- Turnbacks: Councilman Wolfe says he believes we have Darrow & Mausoleum Rds under turnback inclusion. Secretary will call LF to see how to find proof of this.
- Fire Dept will attempt to clear /flush infrastructure pipe at Church Street. Possible need to ask Forest City to bring the jet truck to clear others that might be very full of debris Ongoing.
- Solar farm /RTK filed. Open discussion. Councilwomen Tedesco makes a motion to move forward by contacting our Solicitor to begin creating an ordinance regarding solar farms within the borough boundaries. 2nd by Ann Marie. 4 yay, 1 abstain vote. Motion passes.
- Website update. Short discussion- ongoing
- Need a standardized contractors form for BIDS

Public comment: Public has 3 minutes to express concerns & comments to council. Only comments from taxpayers or residents are permitted.

Resident Karen Wray arrives late, asks what can be done on Darrow Street, people are ignoring the ‘No Parking’ signs. Also thanks council for the new Stop sign.

Motion to adjourn meeting made by Bill, 2nd by Donna. All in favor. Motion passes.

Meeting adjourned; 8:16 PM

Next Meeting

**Monday May 6, 2024
6:30 PM**