

**FOREST CITY BOROUGH  
MINUTES  
MONDAY OCTOBER 1, 2018**

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**CALL TO ORDER:** (President Nick Cost)

President Cost called the meeting to order at 7:00 p.m. He welcomed everyone to the meeting and asked all to join him in the "Pledge of Allegiance."

**Roll Call:**

Present: Council Members President Nick Cost, Chris DeGonzague, Joann Matarese, Tracey Lazier, Amy Bean, Bob Lesjack, Mayor Chris Ginton, Solicitor Paul Smith and Secretary/Treasurer Sharon Vannan. Absent: Councilman Scalzo.

**PUBLIC COMMENT:**

President Cost opened the floor for comment specific to the agenda items. There were no comments offered at this time.

**COMMITTEE REPORTS**

**ADMINISTRATION:** (Joann Matarese)

Councilwoman Matarese offered a motion to approve minutes from September 4, 2018 Meeting. Councilwoman Bean seconded the motion; all voted aye, motion carried. Councilwoman Matarese made a motion to accept the minutes from the special meeting held September 18, 2018. Councilwoman Bean seconded the motion. All voted "aye", minutes were accepted. Councilwoman Matarese offered a motion to approve the Treasurer's Report for September 2018, noting that the total Cash Receipts are \$122,321.42. Total G.F. disbursements are \$66,833.40, Liquid Fuels (Streetlights) \$3,193.64 and Sewer Account disbursements - \$12,331.59, the bulk of that was a fund transfer to the General Fund account for garbage fees in the amount of \$12,167.11 Councilwoman Bean seconded the motion. A roll call vote resulted in six in favor, none opposed. The motion carried.

**PUBLIC WORKS:** (Bernie Scalzo)

The Public Works Report for September 2018 included the following activities for the month as provided by Bob Tedesco. Scrap metal taken to Archbald Wrecking netted \$461.00. The report covered removal of trees from Center Street Park, repairs to the F550 at Gibbons Ford for a recall, a parking meter repair on Main St. (all costs recovered by motorist who caused the damage). The crew also purchased a saw blade for the pavement saw (\$114) to cut a trench in basement floor and the purchase and installation of a dehumidifier as a preventative measure recommended by M. L. Serniak.

Several comments on the report were about the sides of the roads washing out during heavy rains and gravel going into the storm drains. In addition, the sewer problems at Kennedy Park are getting worse.

**BUILDINGS & GROUNDS:** (Robert Lesjack)

Councilman Lesjack reported that the pictures were re-taken and complete for the new council & Mayor.

Councilman Lesjack found chairs on Craig's List and asked council to consider the purchase. The one's he'd like to purchase were \$36/chair and because it's on Craig's List, they go fast. When asked about delivery, he suggested a rental truck would be the answer. He said he could start out with 30 for now and purchase more in the future. Councilwoman Bean pointed out that if you get less now than you need, you may not be able to get the same later. Councilman Lesjack said, "That could be a problem, I'd like to make a motion for permission to order 125 at not more than \$36/chair. President Cost asked, "What are we looking at then?" Mr. Lesjack said, "Around \$4,500." President Cost said, "Motion by Councilman Lesjack recognized. May I have a second?" Councilwoman Bean seconded the motion. A roll call vote found all six members in favor, none opposed, the motion carried.

Councilman Lesjack reported, "More repairs to the building are needed, particularly on the roof. Should we put an ad in the F. C. News to ask someone to look at it? The windows need

**FOREST CITY BOROUGH  
MINUTES  
MONDAY OCTOBER 1, 2018**

---

to be checked and the trim repaired and painted.” Mr. Lesjack said he would seek a bid from Grimm Construction. “Grimm is working in the area; they did the school and are now at the Wayne Memorial project on Dundaff Street.” He then asked council to, “Please do me a favor, take a moment and write down your thoughts on what repairs are needed and offer some ideas on who to call.”

Councilman Lesjack then reported that he has received three permits from Labor & Industry. He was told that as long as the building is kept up then it’s covered. However, none of the three list the maximum number of people permitted. It may have to be re-inspected, which may be very expensive. Councilman Lesjack will follow-up.

**PARKS & RECREATION:** (Amy Bean)

Councilwoman Bean provided a map from Sprint indicating the proposed area for the cell tower. A lease was forwarded to Solicitor Smith for review. More research is needed and Councilman Bean recommended this item be tabled until we get more information.

Two bids were received for replacement of the locks on the buildings at Kennedy Park. One from Barry SanMartin for \$300, the second from Raphlies Locks for \$270. Both were for four new commercial/industrial locks and to install two new key cylinders, all to be keyed alike. Councilwoman Bean made a motion to accept the lower bid from Raphlies for \$270. Councilwoman Lazier seconded the motion. A roll call vote was taken. Councilmembers Lesjack, Matarese, & President Cost voted no. Members Lazier, Bean & Degonzague voted yes, resulting in a tie vote. Mayor Glinton voted “yes”, breaking the tie. The motion carried.

Deb McNamara submitted an update on the Pickle Ball clinics held on Sunday afternoons. She was unable to attend, however Patti Walker came in her absence. Ms. Walker offered comments on how well the sport is going. Participation is high. Pickle Ball is becoming a growing sport and will draw people to Kennedy Park. The equipment is on loan from Clifford Twp. The letter requested that the Borough consider purchasing two portable nets that come with four paddles each and balls at a cost of \$238.73. Kathy Kernoschak, Parks & Recreation Board commented, “I’m not sure that we should be purchasing the equipment, where would it end, will we have to start providing basketballs?” Councilwoman Bean agreed but added, “The nets would be like tennis nets or basketball hoops, they just happen to come with the paddles & balls. One problem would be accessibility, where will they be stored and who would have access? This will have to be determined later.” Councilwoman Bean offered a motion to approve the purchase of the nets with whatever they come with for \$209.74, but without additional balls. Councilman DeGonzague seconded the motion. All councilmembers voted yes. The roll call vote was six to zero. Ms. Vannan will make the purchase through Amazon.

**CODE ENFORCEMENT/HEALTH&SAFETY:** (Chris DeGonzague)

Code Enforcement Report (Stephanie Reisch) for September 2018 listed the projects that Ms. Reisch has been working on. Has not pursued grass issues because of the rainy weather, left out door hangers about garbage cans left at the curb, trying to determine exactly where the burn barrel is located that has been the subject of several complaints, and continue to pursue the removal of “junk” vehicles. Ms. Reisch’s report also asked council members for suggestions about enforcing snow removal with the use of door hangers.

**COMMUNITY & ECONOMIC DEVELOPMENT:** (Tracey Lazier)

Councilwoman Lazier presented a draft of a job description for the position formerly known as “Main Street Coordinator”. She has re-titled the position “Forest City Promotional Business Coordinator.” Proposing that the person filling this position would work on bringing businesses into the borough, but also coordinating events, cover public relations, fundraising, and be responsible for Main Street beautification. She added, “I am still working on the job description and hope that council will offer input.” She asked for a \$6,000 annual salary, doubling the current amount budgeted for “Main Street Coordinator”. The position tabled for further review.

**FOREST CITY BOROUGH  
MINUTES  
MONDAY OCTOBER 1, 2018**

---

**MAYOR'S REPORT:** (Mayor Christopher Glinton)

Mayor Glinton provided the September 2018 Police Report and Vandling's invoice for October 2018 patrols & September Calls, \$2,000.

Mayor Glinton shared a thank you note that he received from Katie Leonard, President and CEO of Johnson College for their recent meeting adding that they are planning a gathering for area school administrators, community leaders & business owners on October 24<sup>th</sup> to discuss educational opportunities in the Forest City area. He encouraged council members to join them.

Mayor Glinton announced the upcoming Halloween events, "Trunk or Treat" on Friday, October 26 from 4:00 p.m. to 6:30 p.m. preceded on Thursday, October 25<sup>th</sup> from 6:00 p.m. to 9:00 p.m. and again on Friday following Trunk Or Treat by F. C. Regional sponsored "Fright Night" in the Spano Building on Main Street across from the Borough Building. Donations of candy for "Trunk or Treat" would be welcome.

The GFCBA submitted a letter requesting a road closure for the Winter Festival on Saturday, December 1 from 2:00 p.m. to 6:00 p.m. This will be the 400, 500 & 600 blocks of Main Street. Councilwoman Bean offered a motion to approve the road closure and to submit the application to PennDot. Councilwoman Lazier seconded the motion. All voted aye.

Mayor Glinton shared another exciting item for the borough. He has invited a friend in the hotel business to come to Forest City and perform a feasibility study on the possibility of bringing a hotel or Microtel to the borough.

**SOLICITOR'S REPORT:** (Paul Smith)

Solicitor Smith asked for a motion to adopt the recently advertised Ordinance #514 Parking Ban for the entrance/exits to the FNB and HNB required by PennDot to get final approval on the Permits needed to complete the Main Street light project. President Cost noted that this will mean the loss of six parking meters, but intends to put those meters somewhere else to avoid the loss of meter revenues. Councilwoman Lazier offered a motion to Adopt Ordinance #514. Councilman Lesjack seconded the motion. All voted aye to a roll call vote that passed six to zero.

Solicitor Smith then presented Ordinance #515 Animal Control defending it by saying that the borough needs a way to prevent damage to neighboring properties, reduce the smell and health & safety issues and control free-range animals. The ordinance met with council resistance due to some of the wording that limits the number of animals and the definition of a kennel. The Ordinance was tabled for another month. Solicitor Smith asked Council members to provide more input.

**CORRESPONDENCE:** (President Cost)

President Cost read an invitation for the Northern Tier Planning & Development Commission meeting in Wysox on Friday, 10/19/18 at 11:00 a.m. The topic is Economic Development.

The borough received the annual Pension System State Aid, \$7,900.69. This covers the cost of the Borough's Pension obligation for 2018 paid on 10/5/18. The actual MMO is \$6,258. The excess funds must also be deposited into the plan.

**NEW BUSINESS:**

Council considered approval of the GFCBA membership application at a cost of \$75. Councilman DeGonzague offered a motion. Councilwoman Matarese seconded. The roll call vote was six in favor, none opposed. The motion carried.

President Cost reported on the decision made at the Special Meeting held on September 18. The Borough will continue to plow the alleys that were plowed in the past. He asked council to consider making a motion to remove two places previously plowed that are not alleys but rather private property. The first is access to 235 Delaware Street that is actually a private driveway. Councilman DeGonzague made the motion to remove the access to 235 Delaware Street from the plow list. Councilwoman Amy Bean seconded the motion. All voted "aye" in favor of this proposal. The second private section to be removed is the access to a private parking area

**FOREST CITY BOROUGH  
MINUTES  
MONDAY OCTOBER 1, 2018**

---

between Main Street and Higgins Street that will be the responsibility of the property owner to provide access for his tenants to the their parking lot at the rear of his building. Councilman DeGonzague made a motion to remove this private access road from the plow list. Councilwoman Bean seconded the motion. Five Council members voted “aye”. Councilwoman Lazier voted “No”. The motion carried five to one in favor.

The Joint Police Agreement with Vandling Borough was the next item on the agenda. The only changes to the agreement would be a three-year contract instead of one-year. The monthly fee would remain at \$2,000 unless gas prices increased to over \$3.50/gallon and then \$100 per month would be added, but removed when the price falls below \$3.50. Councilwoman Lazier offered a motion to accept the Vandling Police Contract. Councilwoman Matarese seconded the motion. The roll call vote was six in favor, none opposed. The contract was accepted.

President Cost announced that he would like to see parking meter money earmarked for the removal of snow from the Main Street where parking meters are located. Property owners would still be responsible for sidewalk snow removal to the curb, but the borough would cover the cost of the removal of snow piled on the bricks and around meters. This will reduce the danger to people parking and climbing over snow piles left on the bricks. Several bids will be sought from local contractors. Councilman DeGonzague who is working on putting together a list of equipment operators for emergency response will gather the numbers. Councilwoman Lazier offered a motion to use parking meter money for downtown snow removal from the curbs. Councilman DeGonzague seconded the motion. All voted yes in a roll-call vote. The motion carried six to zero.

The last item for discussion was consideration for additional pay for the part-time officers to reduce the expense of overtime pay when full-time officers have to work holidays. This would be an incentive for the part-time officers to be willing to work a holiday. Councilwoman Matarese made a motion to approve an incentive pay for part-time officers for holidays. Councilwoman Bean needed more information, “How much are we talking about?” Both she and Councilwoman Lazier offered descent on this proposal. Councilwoman Bean continued to try to pin down a specific number. No second was offered, so President Cost tabled the request until further information was available.

**PUBLIC COMMENTS & QUESTIONS:** (President Cost)

President Cost opened the floor for comments:

Rachel Habetler, Delaware Street, was recognized and began by thanking the borough for fixing the road. She then asked about the cell towers at Kennedy Park, “When the representative from Sprint plans to meet with council, will the public be able to participate. Will this meeting be announced?” Ms. Habetler then asked, “If a Johnson campus or hotel happens, where will people park?” Mayor Glinton responded, “If that’s our only problem, we’ll figure it out, maybe a shuttle from a parking area in the Industrial park, but this is the least of our problem.”

Ms. Habetler then asked why “Trunk or Treat” is planned for Friday, rather than Saturday when people who work would be able to participate? Mayor Glinton responded, “This event is planned by the Forest City Students, we just lend our support.”

President Cost recognized Stephanie Reisch, Code Enforcement Officer. Ms. Reisch asked to be included in any meetings that surrounded the “Animal Control ordinance” being developed.

**ANNOUNCEMENTS:** (President Cost)

The next regularly scheduled Council Meeting is Monday, November 5, 2018 at 7:00 p.m.

**ADJOURNMENT:** (President Cost requests motion to adjourn)

Councilman DeGonzague made a motion to adjourn. Councilwoman Lazier seconded the motion. All members responded “aye” and the meeting ended at 8:15 p.m.