

**FOREST CITY BOROUGH  
MINUTES  
TUESDAY, SEPTEMBER 4, 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, Bernie Scalzo, Joann Matarese, Tracey Lazier, Amy Bean, Bob Lesjack, Mayor Chris Ginton, Solicitor Paul Smith and Secretary/Treasurer Sharon Vannan.

**UBLIC COMMENT:**

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

**COMMITTEE REPORTS**

**ADMINISTRATION:** (Joann Matarese)

Councilwoman Matarese offered a motion to approve minutes from August 2018 Meeting. Councilman Scalzo seconded the motion; all voted aye, motion carried. Councilwoman Matarese offered a motion to approve the Treasurer's Report for August 2018, noting that the total Cash Receipts are \$111,845.27. Total G.F. disbursements are \$69737.89. Liquid Fuels (Streetlights) \$3,112.69 and Sewer Account disbursements - \$128,673.68, that included a payment from the Landmark Construction account to Leeward Construction for \$116,470.80. Councilwoman Bean seconded the motion. A roll call vote resulted in seven in favor, none opposed. The motion carried.

Councilwoman Matarese presented the 2019 Minimum Municipal Obligation (MMO) worksheets for Non-Uniform and Uniform Pension Plans prepared by Ms. Vannan as Pension Plan CAO. These are given to council before the last day in September, then submitted to PMRS as required by Act 205. The 2019 Uniform obligation is \$.00. The Non-Uniform borough obligation is \$7,927, typically covered by State Aid contributions received prior to the end of the year when payment is due.

The Borough's UC 2019 rate will remain at .0285 (no increase). The base taxable payroll remains at the first \$10,000 per employee per year.

The PA Dept. of the Auditor General announced that the Borough's Distress Score is zero. The borough's funded ratio for pension plans is at 131%. It has to be 90% or better to receive this score. This does not impact on the state aid for pension contributions.

**PUBLIC WORKS:** (Bernie Scalzo)

Councilman Scalzo provided the Public Works Report for August 2018:

- Painted a picnic table & placed at Dog Park;
- Ordered a new battery for the zero turn mower at park;
- Repaired the recycling truck at Furdock's - power steering leak;
- Cut down tree on Higgins Street;
- "Yield to pedestrian sign missing from in front of Kost Tire, reported to police;
- Used 850 lbs. of Sakrete to repair storm drain on Center Street;
- Shoveled out two storm drains at Depot & Main;
- Closed Gazebo at K.P. due to deteriorating condition creating a safety issue;
- Recycling donation - August - \$225;
- 24 tons of salt received from Cargill - 8/29/18;
- Three trips Archbald Wrecking with scrap metal netted \$423.

Councilman Scalzo went on to report issues with edges of the roads washing out during heavy rains and gravel going into the storm drains. Curbs need to be replaced in several locations. President Cost suggested that when the contractors return they should be asked to replace curbs and add swales where needed.

**FOREST CITY BOROUGH  
MINUTES  
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---

Councilman Scalzo offered a motion to approve repairs to four (4) meter timers at \$33 each plus shipping not to exceed \$200. Councilwoman Matarese seconded the motion. All responded “aye”, none opposed. The motion carried.

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

Councilman Lesjack reported that he received an initial response from L&I, however there is still question about what the permits covered. He will find out the cost of a new inspection and new permits.

Councilman Lesjack said he is working on a new color for a trim on the front of the building. President Cost asked that he take charge of that project and find something that will go well with the bronze color of the new doors & windows. Councilman Lesjack replied, “I’m working on finding a few contrasting colors that will work with the sign over the borough entrance and may be using two to three different colors.” He noted that the trim may need repair work, some of the wood was missing or rotting. President Cost asked him to get some prices on repairs.

Then Councilman Lesjack talked about the cost of chairs and tables – new vs. used? He found used chairs for \$25 apiece, which seemed better than new plastic chairs that would be sturdier and last longer. He would like to start with 85 to 100 chairs. President Cost said to get a price on 100 chairs and twelve (12) round tables.

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

Councilwoman Bean reported that she is still waiting for information on the cell towers. She reported that she talked to the PA Game Commission about the geese at Kennedy Park. They said there is really nothing you can do to get rid of them other than going up several times a day and chasing them away. They can be trapped in June/July when they are molting and then relocated, but no guarantee that they won’t return. There is no solution at this time.

Councilwoman Bean asked about advertising for bids on the gazebo. This will be one of the projects for the new Parks & Recreation Board. Contractors will be asked for prices and will look into purchasing a pre-fab unit and contracting to having the foundation installed. President Cost suggested that it first be determined if the existing structure could be repaired and what needs to be done with the foundation. Councilwoman Bean will get quotes.

Councilwoman Bean asked council to approve the creation of a new Parks & Recreation Board to replace the “Kennedy Park Board” that has been inactive for several years. She proposed a motion to create the new Board and appoint the following group to serve as a nine member advisory board: Kathy Kernoschak, Donna Marz, Paul Daugevelo, Tracey Lazier (council representative), Kristian Short, Rick Priebe, Curt Howell, Amanda Howell and Mayor Glinton. Councilwoman Lazier seconded the motion. All members voted “aye” and the Board was established. Board member Kernoschak said, “Our first official meeting will be Tuesday, September 11, 2018 in the Borough Building Council Chambers at 7:00 p.m. Councilwoman Bean then offered a motion to pre-approve purchases by the Parks & Recreation Board up to \$500 without waiting for council approval at the monthly meeting. Councilman DeGonzague seconded the motion. All members voted yes to a roll call vote, and the motion carried.

A request was made to change the locks at the kitchen, storage area and bathrooms at K.P. President Cost asked the group to determine how many locks are needed and to notify the Little League to remove anything belonging to them so that clean up could begin. Councilwoman Bean said she would call the Little League. A request was submitted to the SCI Waymart for a crew to help with minor repairs and painting on the building and the pavilion. The prison is currently under lock-down, so the plan is on hold for now. President Cost asked the Board to put together a list of tools, paint, etc.

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

Code Enforcement Report (Stephanie Reisch) for August 2018 listed the projects that Ms. Reisch has been working on. She has been working with the magistrate and the police to try to clean up some of the problem areas and will continue to respond to any complaints received.

**FOREST CITY BOROUGH  
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---

Councilman DeGonzague met with Paul Mihelc and plans to meet with Mayor Glinton and police to continue working on establishing an Emergency Management protocol. Paul Mihelc and Paul Lukus will continue to work with borough officials. Paul Mihelc continues to serve as the Borough's Emergency Management Coordinator (EMC). Council members DeGonzague and Scalzo will work together to get things on track. President Cost thanked them and said, "I'm glad to see that this is getting the attention, this will come back to bite us if we don't get it together."

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

Councilwoman Lazier reported that she is working on a job description for a "Main Street Coordinator". She will have it ready for the October meeting. This individual will be responsible for getting the Main Street businesses, other communities and Rail-Trails working together to bring back Forest City.

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

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

The Mayor reported that the National Night Out was great. He would have liked more participation, but it was successful. Next year he'd like to see this become a multi-community project, inviting Browndale, Vandling and Clifford Twp. to participate. Plan a parade with police, fire, & emergency vehicles starting in town and going up Dundaff Street to the park.

Mayor Glinton reported that there was one bid offered on the two police cars currently stored up at the Borough garage. The offer is from Brian Karwowski for \$400 for both vehicles but only if the push bars and cages were part of the deal. The Mayor said he had gotten an offer of \$190 each to scrap. He asked Council to make a motion to approve the sale. Solicitor Smith commented that upon researching the sale, he found out that the push bars and cages are police equipment and could not be included in the sale. He recommended that if Mr. Karwowski didn't want them without that equipment then they should be scrapped. President Cost asked, "If everyone agrees then the vehicles should be scrapped". They agreed to have the Mayor check with Karwowski to see if he still wanted them without the equipment, if not, then scrap them.

Mayor Glinton asked for a motion to approve the purchase of ammo from Middlebrook Firearms not to exceed \$1,400. The Mayor added, "No ammo will be purchased without my pre-approval and we may not order all of it." Councilwoman Bean made the motion to approve the purchase, but then asked what was going on with these guns. "When these were approved, they were supposed to remain in the building, well the guns have been issued without training. What's going on with them?" Chief Johnson explained that the guns have been given out, but not fired. He added, "There is no place to safely store them here in the department, no gun lockup and they can't be stored in the evidence closet." A few more comments about the borough liability and taking the weapons out of state, at which point Solicitor Smith noted that these officers are "held to a higher standard than the average person" and can carry a weapon out of state. Councilman DeGonzague seconded the motion to authorize the purchase of the ammunition up to \$1,400 requested and emphasizing that pre-approval is required by Mayor Glinton before anything is ordered. A roll call vote was taken, all members voted yes, the motion carried 7 to 0.

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

Solicitor Smith asked for a motion to advertise the Animal Ordinance #515. Councilwoman Matarese commented on a section of the ordinance that limited the number of house pets allowed. Solicitor Smith said that the ordinance could be changed, but no one had offered any suggestions. He offered the ordinance based on complaints and was trying to give the borough some options concerning regulating animal nuisances. Councilwoman Lazier offered a motion to advertise. No second was offered, the motion was tabled. This ordinance will be reviewed and resubmitted to Council at the next meeting.

**FOREST CITY BOROUGH  
MINUTES  
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---

Next Solicitor Smith offered a parking amendment ordinance required by PennDot to proceed with the Streetlight project. The ordinance would eliminate several parking meters around the exits at HNB and FNB to protect PennDot's Right of Ways. Councilwoman Amy Bean made a motion to advertise Ordinance #514. Councilwoman Lazier seconded the motion. All responded "aye" and the motion passed. Solicitor Smith would submit the ad to the Forest City News for publication.

**CORRESPONDENCE:** (President Cost)

President Cost read an invitation from Lynn Conrad, Exec. Director of the Rail-Trail Council "Shining a Spotlight on Trails in NEPA". This will be a media event sponsored by the Rail-Trail Council, the Lackawanna Heritage Valley Auth. and the PA DCNR on Friday, September 7 at 10:00 a.m. at the Forest City Trailhead.

**NEW BUSINESS:**

The Lions Club asked permission to install a vinyl stick-on sign on the new Library door window listing their hours of operation. A sample was distributed, gold block letters outlined in black. Councilman DeGonzague offered a motion to approve. Councilman Scalzo seconded the motion. All voted "aye". The motion carried. Diane Junior had also asked council to approve the painting of the interior trim on the new Library entrance at no cost to the borough. All agreed and this request was approved as well.

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

President Cost opened the floor for comments:

Resident Rachel Habetler asked about the Emergency Management Plan and what is it? Councilman DeGonzague responded, "Paul Mihelc is our EMC. The borough needs to have a plan in place to be ready to respond in the event of an emergency. It may be a natural disaster, a utility related happening or anything. The borough needs to be in a state of readiness and have a plan. She then asked about the "Public Meeting" planned for the snow removal and alleyway issues. That meeting will be on Tuesday, Sept. 18 and all are welcome. Finally, she commented on the need for the police to be able to take their guns home in the event of a call out or in an emergency, they need to be able to respond quickly. The weapon is a part of their uniform and they have "additional liberties" that the average citizen doesn't have. They are held to "a higher standard" and they need to be supported to do their job.

One last comment from Ms. Habetler, "Why are the Rail-Trail meetings held during the day? I'm sure that there are many other people that would like to attend, but like her have full-time jobs and can't get there." President Cost suggested that she contact Lynn Conrad.

Councilwoman Lazier asked why the school didn't get an invitation to "National Night Out", there would have been a bigger turn-out. And why didn't our police participate in the School Carnival? Chief Johnson responded that the event was well publicized and he's sure they were aware of it. He added that "As for the carnival, officer Foley was going to attend and was unable to because of an arrest."

President Cost asked if there were any other comments, there were none.

**ANNOUNCEMENTS:** (President Cost)

A "Special Public Meeting will be on Tuesday, September 18, 2018, at 7:00 p.m. to discuss snow removal and maintenance of alleyways in the borough.

Rail-Trail Council of NEPA announces the 10<sup>th</sup> Annual D&H Distance Run – Sunday, September 9, 2018.

The next regularly scheduled Council Meeting is Monday, October 1, 2018 at 7:00 p.m.

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

Councilman Scalzo made a motion to adjourn. Councilman DeGonzague seconded the motion. All members responded "aye" and the meeting ended at 8:16 p.m.