

**FOREST CITY BOROUGH
MINUTES
MONDAY NOVEMBER 5, 2018**

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, Tracey Lazier, Bernie Scalzo, Mayor Chris Glinton, Solicitor Paul Smith and Secretary/Treasurer Sharon Vannan. Councilwoman Amy Bean arrived after roll call at 7:05. Absent: Council Members Joann Matarese and Bob Lesjack

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 Lazier offered a motion to approve minutes from October 1, 2018 Meeting. Councilman DeGonzague seconded the motion; all voted aye, motion carried. October Treasurer's Report included Cash Receipts are \$91,338.02. Total G.F. disbursements are \$74,903.79. Liquid Fuels (Streetlights) \$3,193.53 and Sewer Account disbursements are \$11,895.07, the bulk of the Sewer Account Disbursement was a fund transfer to the General Fund account for garbage fees collected with Sewer payments in the amount of \$11,013.74. Councilwoman Lazier offered a motion to accept the Treasurer's Report. Councilman Scalzo seconded the motion. A roll call vote found four in favor, none opposed. The motion carried.

USDA Payment Request #63 for a PennDot Inspection invoice for \$1,064.48 presented for approval. Councilman Scalzo offered a motion to authorize submission. Councilwoman Lazier seconded the motion. Roll call vote – four in favor, none opposed.

Budget worksheets presented with the draft of the General Fund and Sewer Budgets. Councilwoman Bean asked for a general explanation of how it was prepared. Ms. Vannan explained that the worksheets are a look at three years with an estimate for the end of 2018. Then the budget figures are calculated from historical comparisons and estimates for 2019 based on average increases over the three-year period and actual information received from revenue sources and anticipated increases in wages, benefits & utilities. President Cost asked if there were any questions or comments, then asked everyone to look over it carefully and use the next two weeks to make recommendations or changes. He asked for a motion to advertise the budget prior to the 12/5 meeting, and be prepared to adopt it at that time. Councilman Scalzo offered a motion to advertise the budget Councilwoman Bean seconded the motion. All voted in favor and the motion to advertise pending any further questions carried.

Increase for the AmFirst Premium Saver supplemental health insurance is 10%. The price increased to \$35.63 per month. This plan covers the deductible for employees after the first \$500 up to the \$2,000 cap. Ms. Vannan added, "I'm hopeful that the increase to the Highmark BC/BS will be in the single digits, but I have not received it yet." Councilwoman Bean offered a motion to approve the plan renewal. Councilwoman Lazier seconded the motion. Roll call vote 5 to 0. The motion carried.

Vannan noted that the 2019 Liquid Fuels allocation is \$64,285.76, anticipated for March 1, 2019. This state contribution covers the cost of streetlights.

PUBLIC WORKS: (Bernie Scalzo)

The Public Works Report for September 2018 included the following activities for the month. 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

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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 noted on the report were concerns about washouts on the sides of the roads during heavy rains and large amounts of gravel going into the storm drains. In addition, the sewer problems at Kennedy Park are getting worse. Repairs will be needed in the bathrooms soon.

BUILDINGS & GROUNDS: (Robert Lesjack)

Councilman Lesjack was unable to attend the meeting.

PARKS & RECREATION: (Amy Bean)

Councilwoman Bean reported that there was nothing to report on the cell towers. The Parks & Rec. Board Chair, Kathy Kernoschak reported the board's plans for an Elf School. Councilwoman Bean reported that in conjunction with the Holiday event planned for 12/1/18, Parks & Rec is planning to hold Elf School in the FNB lobby. They would have several craft project, a coloring contest, etc. Councilwoman Bean made a motion to use Kennedy Park funds to purchase craft supplies and prizes. She shared pictures of elf hats and craft ornaments. Councilman DeGonzague seconded the motion. Roll call vote – five in favor, none opposed.

Councilwoman Bean said that she was waiting for a response from Taylor Supply for prices on the gazebo. Nick is contacting CTC to see if they're interested in doing the gazebo as a project. Councilwoman Bean will put in another call to Tom Bailey at CTC to follow up.

Councilwoman Lazier added that the hot chocolate stand at Halloween brought in \$98 in donations for the parks account. She said that the P & R Board hoped to hold a purse raffle and would be purchasing a Michael Kors or Coach Purse to raffle off for the Holiday Season and plans were in the works to hold a "Purse Bingo" in the spring.

CODE ENFORCEMENT/HEALTH&SAFETY: (Chris DeGonzague)

Code Enforcement Report (Stephanie Reisch) for October 2018 listed the projects that she's been working on. She has been following up on rental properties as well as vacant properties. Magistrate hearing scheduled for 10/24 is rescheduled for November 16, 2018. Continue to send out letters to alleged violators.

Councilman DeGonzague announced that he would be attending an Emergency Management Training Session on December 11, 2018 at 6:30 p.m. in Montrose. Paul Mihelc and Paul Lukus also plan to attend.

Councilman DeGonzague presented a letter from FNB requesting permission to enter and work on Borough property locating between the Borough building and the bank to repair a block storm drain. President Cost asked for all those in favor. DeGonzague made a motion to approve the request. Councilwoman Lazier seconded the motion. All responded "aye".

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 offered a motion to advertise for the position. Councilman Scalzo seconded the motion. All voted "aye" and the motion carried. President Cost suggested publishing the ad in December so that the position can be filled after the first of the New Year. All agreed.

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MAYOR'S REPORT: (Mayor Christopher Ginton)

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

Mayor Ginton thanked Katie Leonard, Johnson College President & CEO and her team for their participation in his "Meet & Greet". The Mayor also thanked all of the restaurants who generously participated in the event at no cost to the Borough - D.G.'s Bar, Elegante Restaurant, The Speakeasy Saloon & Resort, The Candlelight Inn, Arlo's, The Beacon, & Shirley's Restaurant.

The Mayor announced that the GFCBA received a donation of Christmas Trees and asked if the Public works crew could collect them on November 19 and drop them off on Main Street. Councilman Scalzo said he would make the arrangements.

PennDot approved the Main Street closure for 12/1/18 "Christmas in a Small Town" Event.

The Mayor asked for approval to purchase four Goodyear Trailrunner tires at a cost of \$526.20 (that included mounting & balancing) for the 2010 SUV. Councilwoman Lazier offered the motion to approve the purchase. Councilwoman Bean seconded the motion. A roll call vote approved the purchase four to one, with Councilman DeGonzague the opposing vote.

The Mayor reported that the Drug Take Back netted 64.8 lbs. of expired and/or unwanted medications.

SOLICITOR'S REPORT: (Paul Smith)

Solicitor Smith asked for a motion to advertise Ordinance #515 supporting a rate increase for council members and the Mayor from the current \$50/month to \$75/month. He explained that this increase does not benefit any sitting members and will only change when newly elected or appointed officials take their "Oath of Office". Councilwoman Lazier offered a motion to advertise Ordinance #515 Rate Increase. Councilwoman Bean seconded the motion. All voted in favor and the motion carried.

Solicitor Smith asked Council to approve the Employment Agreement with Chief James Johnson. Councilwoman Bean questioned parts of the agreement, commenting that she did not feel that council had enough time to review it, nor was it discussed with the personnel committee. Solicitor Smith said, "This has been in everyone's hands and there are no changes". Councilwoman Bean still recommended tabling the agreement. No motion offered. Agreement tabled.

CORRESPONDENCE: (President Cost)

GFCBA submitted a request for signatures of support on letters for their grant application to the Endless Mountains Visitor's Bureau. Both President Cost and Mayor Ginton would sign on behalf of the Borough. Councilwoman Lazier proposed a motion to authorize the signatures. Councilman DeGonzague seconded the motion. All voted "aye", the motion carried.

PUBLIC COMMENTS & QUESTIONS: (President Cost)

President Cost opened the floor for comments:

Rachel Habetler, Delaware Street, commented on the crosswalks in town, asking if the Borough could purchase blinking lights. President Cost expressed his sympathy over recent events, adding that it's time to start enforcing and ticketing people who do not yield to pedestrians in the crosswalks. Councilwoman Lazier suggested reflective paint. President Cost said he would look into blinking lights, but that paint really would be a project for after winter.

Ms. Habetler added that she has experience through her job and asked why the borough has not taken legal action against the contractors who worked on the street project. President Cost

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said the borough is looking into taking some kind of legal action. Councilwoman Lazier asked when the light poles are going in. President Cost replied, "Soon, we're working it."

Christina Mitchell of Higgins Street asked about plowing the alleyway across the bank between Main and Higgins Streets. She argued, "There are three apartments in the rear with no other access and that the post office has to go down the alley to deliver mail. And, what if there's an emergency?" President Cost responded, "Maintenance of that alley is on the property owner, your landlord. We will plow it if it is maintained so that our equipment doesn't suffer damage." Ms. Mitchell will contact her Landlord to explain what is required. President Cost reiterated, "The borough will plow only if the alley is maintained, ruts are filled, debris is removed, etc. We will not plow it if it is not maintained." Councilman DeGonzague made a motion to add the alley to the plow list for one more winter season. Councilwoman Bean seconded the motion. All voted "aye".

ANNOUNCEMENTS: (President Cost)

The next regularly scheduled Council Meeting is Monday, December 3, 2018 at 7:00 p.m.

ADJOURNMENT: (President Cost requests motion to adjourn)

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