

## **MINUTES – TUESDAY SEPTEMBER 8, 2020 FOREST CITY BOROUGH COUNCIL MEETING**

President Nick Cost called the meeting to order at 6:00 p.m. welcoming all those in attendance. All stood for the Pledge of Allegiance.

Roll Call taken: Present – President Nick Cost, V.P. Bernie Scalzo, council members Robert Lesjack, Joann Matarese, Chris DeGonzague, Tracey Lazier, Amy Bean, Mayor Ginton, & Secretary/Treasurer S. Vannan. Solicitor McAndrew was unavailable.

### **PUBLIC COMMENT** (*specific to agenda items*)

President Cost opened the floor for public comment, none offered.

### **COMMITTEE REPORTS:**

#### **ADMINISTRATION:** (Joann Matarese)

Councilwoman Matarese offered a motion to approve the Regular Meeting Minutes from August 3, 2020. Councilman DeGonzague seconded the motion. All replied in favor, motion carried.

Councilwoman Matarese offered a Motion to approve the Treasurer's Report and approve all disbursements for August 2020. Councilman DeGonzague seconded. Roll call vote – 7 to 0 in favor.

Councilwoman Matarese offered a motion to approve the Minimum Municipal Obligation Memo (MMO) & worksheets for 2021. Zero due for the Police Pension, \$9,314 for Non-Uniform pension due in Oct/Nov 2021. This amount is generally covered by the state pension contribution paid to the Borough in October. Councilwoman Lazier seconded the motion. All responded aye, none opposed.

#### **PUBLIC WORKS:** (President Cost)

President Cost offered the August Public Works Report: Built a leak tray for off-road diesel tank per MS4 meeting instructions; built storm drain with 30 ft of pipe at Center & Delaware Streets; picked up 2 loads of top soil for gazebo landscaping; unplugged pipe on Maple Street with Jet truck and dug ditch with backhoe. Purchased battery for jet truck.

Notes: 8/5/2020 – a couch, loveseat, headboard & mattress were dumped behind the borough garage. It was reported to police. On 8/31/2020 paper towel rolls were taken from the Kennedy Park restrooms. President Cost remarked, "This will not be tolerated and if it doesn't stop, the garage area will be locked down and no further yard waste dumping will be allowed. As for the park, police have been asked to patrol the area more regularly, cameras have been installed and vandals & thief will be identified and prosecuted."

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

Councilman Lesjack offered ideas for a "Welcoming Packet" to be prepared and distributed to new residents of the borough, to include area churches, parks, trails, skiing, shopping, doctor's offices, etc. John Kameen reported that the Historical Society is working on this under the guidance of Julianne Doyle. Their next meeting is Sunday at 6:00 p.m. and they are always looking for interested volunteers. Just need to get the word out that these are available, by word of mouth, the news, websites, an insert in the sewer bills, etc. President Cost added that this may be helpful in identifying new people in the borough, who's moving in could help to track rental inspections, it benefits the tenants as well as the borough and the fire/emergency departments (in the event of a fire or an emergency).

Councilman Lesjack reported that he had been in touch with a Co-Stars vendor for the roof. More information will be forthcoming. In the meantime, KBA is preparing specs for the roof and if the job is expected to be over \$21K it will have to be advertised for sealed bids. However, if the Co-Stars vendor has a contract for roof installation, bidding would not be required, they are looking into that as well.

Councilman Lesjack asked to have the cabinets and sink removed from the 3<sup>rd</sup> floor kitchen. He found stainless tables, sink and shelves for \$776. He offered a motion to begin the kitchen renovations, to

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purchase the tables, sink & shelves and approve the work to be done by the maintenance team (Bob & Wally). New flooring & paint would be done later. Councilman Scalzo seconded the motion. A roll-call vote was taken, seven in favor, none opposed. Items will be purchased from TooLots.

Two bids were received for heating & air conditioning for the third floor – Rockhill Plumbing & Heating at \$17,700 and T.E. Spall & Son at \$26,673. Councilman Lesjack made a motion to accept the bid offered by Rockhill Plumbing & Heating for \$17,700. Councilwoman Bean seconded the motion. All voted yes in a roll call vote, seven in favor, zero opposed. Councilman Lesjack will contact Rockhill and let Ms. Vannan know the tentative start date so that the first installment check can be processed. (terms - 1/2 down, the balance upon completion).

### **COMMUNITY & ECONOMIC DEVELOPMENT: (Amy Bean)**

Councilwoman Bean reports that things are moving forward with the DCNR Peer Grant. She and Deb McNamara (Rails Trails) had a phone meeting with a couple from Eastwick Solutions who will be visiting the borough to tour the town, offer ideas and implement a seven-step plan. Volunteers are sought for a Steering Committee and an Action Team. Ms. McNamara will administer the grant which will be used for the consulting fees offering advise on how to market the Borough to increase tourism and development and get the plan off the ground. The Borough's share is \$500 as previously approved. Councilwoman Bean reported that "Trunk or Treat" will be held on Main Street on 10/28, donations are always welcome. December 5 will be the Tree Lighting, more details to come. There will also be a pumpkin painting event on 10/28, donations are welcome and will be directed toward the purchase of Holiday light strands for the Main Street.

### **PARKS & RECREATION (Tracey Lazier)**

Councilwoman Lazier reported that upcoming events at Kennedy Park include Halloween at K.P. on 10/31 and the Vendors' market on 9/20. The handicap swings were delivered, and the committee is hoping to have them installed soon. They are seeking a qualified individual(s) who is experienced in this type of installation. The next meeting of the Parks & Rec Board will be at Kennedy Park on 9/10 at 7:00 p.m. The Board welcomes everyone.

Councilwoman Lazier reports that she will have the final details on the Chicken BBQ for next month's meeting. Councilwoman Lazier thanked Burke's Maple, Michael Norella, B&G Winery and Kathleen Casterline for their generous donations.

Councilwoman Lazier reported that the WiFi and cameras at the park are up & running. Also, the basketball rim and lock mechanism have been repaired.

### **CODE ENFORCEMENT - SAFETY & HEALTH (Bernie Scalzo & Chris DeGonzague)**

Councilman DeGonzague provided the Code Enforcement Report for August 2020, noting several items. Reminder: All complaints must be in writing. Forms are available on the Borough website or in the borough office.

Resolution #8\_2020 appointing Councilman Chris DeGonzague to the position of Code Enforcement Officer. Councilman Scalzo made a motion to adopt Resolution #8\_2020. Councilwoman Lazier seconded the motion. The roll call vote was six in favor, none opposed. Councilman DeGonzague abstained.

### **EMERGENCY MANAGEMENT**

Emergency Management Coordinator, Paul Mihelc was invited to attend the meeting to respond to a list of questions regarding Emergency Management preparedness with respect to the current COVID 19 Pandemic. His response was that the burden is on the business (Nursing Home, William Penn, etc.) to have their own PPE supplies, their own protocol, and a plan to deal with the pandemic. Mr. Mihelc provides for the fire department & Emergency Services and they have enough supplies for themselves.

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Councilwoman Bean asked about residents if there is a major outbreak. EMC Mihelc responded, “They’re on their own to purchase what they need.” Asked about getting info out to residents, he replied that there is information out there on many of the state, county, and federal websites. When asked about emergency shelter, he replied, “The Forest City Regional School is identified as an Emergency shelter, but in the event of a health emergency, FEMA & PEMA would assist.

### **MAYOR’S REPORT:** (Mayor Christopher Glinton)

September 2020 Police Report and the Vandling invoice for August patrols was distributed.

The Mayor shared a letter from Rails Trails requesting police coverage of the trails to help deter the ATV traffic. The mayor asked that council meet with him and Lynn Conrad to try to come up with a plan. President Cost said, “The borough vehicles will not be used on the trails.” Concerns about liability and coverage were expressed. The mayor proposed that part-time officers do the patrols, and the cost would be covered by Rails Trails and a local ATV group. Details to be worked out.

A request from the Cub Scouts for the use of the third floor for monthly meetings was received.

Councilwoman Bean offered a motion to permit the use on a month to month basis to see how it works out. Councilwoman Lazier seconded the motion. All voted in favor.

A letter from the Debish family announced the opening of a new restaurant business at 1318 No. Main Street. President Cost gave the letter to Ms. Vannan and asked that everyone on council receive a scanned copy.

The Mayor announced that he would be presenting Mariyah Durmiaki with a Certificate of Recognition acknowledging her quick response to an emergency in her neighborhood. Noticing the smell of smoke, and using the tips learned at “Fire Safety Week”, a 911 call was made, the Fire department responded, and the fire was quickly contained. Thank you, Mariyah!

The Mayor requested council’s approval to purchase 4 cases (500 rounds per case) at a cost of \$1,016.08. Councilwoman Lazier made a motion to approve the purchase. Seconded by Councilman Scalzo, the motion passed six to one. One opposed, Councilman DeGonzague.

Councilwoman Bean asked, “If there’s a peaceful protest, do the police have training?” Rowan reported that officers go through Act 120 training and that in the event of a major situation local FBI, Homeland Security, State Police, U.S. Marshals would respond to assist.

Mayor Glinton announced that he is sponsoring a raffle for a trip to the Bahamas, he reports that he has received non-profit state (501c3) and will be able to get a “small games of chance license.

### **NEW BUSINESS:** (President Cost)

Sealed garbage bids were to be opened, none received. The only potential bidder was County Waste who called to say they would still like to submit a bid and apologized for the delay in preparing it. It will be received in time for the October meeting.

Ms. Vannan asked for approval to run an advertisement for Snow Removal bids. Councilman DeGonzague made a motion to approve the ad. The motion was seconded by Councilwoman Lazier. All responded in favor and the motion carried.

### **PUBLIC COMMENTS or QUESTIONS:** (President Cost)

None.

### **ANNOUNCEMENTS:** (President Cost)

The next Council Meeting will be held on Monday, October 5, 2020 at 6:00 p.m.

**ADJOURNMENT:** Councilman Scalzo made a motion to adjourn. Councilwoman Bean seconded the motion. All replied “aye” in favor of the motion and the meeting adjourned at 7:13 p.m.