



## REGULAR COUNCIL MEETING MINUTES

June 6, 2016 @7:00 PM

159 MONROE STREET  
PROSPECT, PA 16052

**CALL TO ORDER:** President Bill Marciniak called the regular meeting of the Prospect Borough Council to order @7:00PM. There was a salute to the flag then a moment of silent meditation. The following Council members were present: Sam Wagner, Mary Harmon, Bob Boice, Chad Green, Eric Hilliard, Glen Gitzen and Jim Butler. GTN Solicitor; Anthony Colangelo and KLH Engineer; Shawn Rosensteel were also in attendance.

**APPROVAL OF MINUTES:** There was one change to the May 2, 2016 Regular Council Meeting Minutes. Mr. Gitzen made motion to approve the May 2, 2016 Regular Council Meeting Minutes with the change; Mr. Wagner 2<sup>nd</sup>. Motion carried.

**VISITORS:** Nick Vaccarello plus more residents of Prospect Borough (see attached sign-in sheet).

Nick Vaccarello brought up the stormwater project and he claims what the Borough did was illegal and violates Act 167. Mr. Marciniak said that he and Eric Tissue; KLH Engineer are planning a meeting with him to discuss.

Jared Kline asked if any news on the tap releases. Mr. Rosensteel told him KLH was finalizing the letter to send to DEP to get approval for taps. Mr. Marciniak said that once we hear anything back we will let him know. The Planning Commission approved for the location of his home in September 2015.

Mike Kline wanted to complain about the junk cars and grass not mowed in the area for six years on the property off of Main Street. Mayor Butler told him he will make the police department aware of this but per Mr. Marciniak he should come in the office to fill out a complaint form so we have this on file.

Troop #33 Boy Scouts of the Presbyterian Church of Prospect were in attendance for the meeting to earn their Communications Merit Badge.

**SEWAGE:** KLH had requested quotes from five (5) contractors to repair the wetwell and eliminate this source of I/I. Quotes were received by In-Sight Pipe, State Pipe and Robinson Pipe Cleaning (attached). They will inject a mixture into the Wilson wetwell to fix the cracks. KLH recommends the Borough award the work to In-Sight Pipe in the amount of \$1,900.00. State Pipe was \$4,500.00 and Robinson Pipe Cleaning \$3,850.00. Mr. Wagner made motion to have In-Sight Pipe repair the wetwell; Mr. Hilliard 2<sup>nd</sup>. Motion carried. KLH to notify them.

Mr. Rosensteel said that KLH are still trying to get quotes on the culvert repair project; tabled till next meeting.

Eric Tissue; KLH Engineer and Mr. Colangelo had a meeting on June 1<sup>st</sup> to discuss and to provide comments regarding the Housing Ordinance, Holding Tank Ordinance, Rental Properties Tenant Register and Landlord Registration Form. Mr. Colangelo will revise according to the suggestions and comments and have ready to advertise for next meeting.

Mr. Wagner said there would be a Sewage Meeting on Tuesday, June 21<sup>st</sup> at 9AM.

Mr. Wagner asked Mr. Rosensteel to let him know once he hears back from DEP regarding the taps.

Mr. Rosensteel thanked the Council for accommodating him.

Mr. Marciak said that we needed KLH to get prices on the survey and fence for our next door property; this project has to be done as it is a liability issue.

**LIBRARY:** Glen Gitzen had an April Report from the Library, he said that the Library was doing fine.

Mayor Butler said that the Portersville Prospect Rotary Club donated and installed a bulletin board outside the Library building.

**PUBLIC SAFTEY:** Ms. Harmon said that there are classes for emergency responses on July 14<sup>th</sup> in Beaver County, \$85 per member sponsored by PA Rural Water.

Ms. Harmon mentioned AED; Automatic Electronic Defibrillators may need to think about purchasing one for the Borough building and one for the police car.

Each Council Member and the Mayor were given a copy of quotes and information pertaining to Swiftreach 911 Emergency Alert System and Code Red Alert System. Council is to review this information as a possible inclusion in the 2017 Budget.

Ms. Harmon said that there would be a Public Safety Meeting on June 15<sup>th</sup>.

Ms. Harmon made motion for the Preservation Society Rube's Run 5K Race to have our Maintenance Department put out cones on the streets and for our Police Department to be available for traffic control; Mr. Hilliard 2<sup>nd</sup>. Motion carried.

Ms. Harmon made motion to adopt the Butler County 2015 Hazard Mitigation Plan as a part of our Emergency Management; Mr. Gitzen 2<sup>nd</sup>. Motion carried.

Mr. Hilliard mentioned the junk on Church Street; across from the Lutheran Church, tire accumulating, mowers, etc. and even rats. Mr. Marciniak asked him to come into the office to fill out a complaint form.

**PLANNING COMMISSION:** Alan Vagasky said he had not attended the May Meeting but no business was transacted.

**RECREATION:** Glen Gitzen said that the Parade went very well; another great year!

**STORMWATER MANAGEMENT AND STREETS:** Mr. Boice said we are still waiting for bids on the culvert.

Mr. Boice mentioned we received a list of streets that go toward our Highway Liquid Fuel monies. He would like to know if we added streets if we could just do one Resolution and include all streets we would need added or would we need a Resolution per street added. Mr. Boice stated that there are street names he has no idea where located. Mayor Butler said that these streets were adopted a long time ago and street names may have changed. Mr. Vagasky said that the late 80's the Council did abandoned some streets. Ms. Marzullo will send Mr. Colangelo information.

Mr. Boice said he has not heard from Voelker Paving yet about Kennedy Road; he will call them again.

Mr. Boice said that the rip rap at the corner turn on Bear Creek Road needs looked at; water running edge of street instead of through the rip rap. He will have the Maintenance Department look at it as the rip rap may be too high.

Mr. Marciniak said that KLH has been looking for the paperwork for the Monroe Street Right-Of-Ways. KLH has contacted Jim Willard and he does not have any paperwork pertaining to Monroe Street and KLH has nothing either. He said that maybe Mr. Colangelo could call McCandless King to see if they have a letter of agreement. Mr. Marciniak said we may have to start from scratch. Mr. Colangelo suggested the committee to look into it. Mr. Wagner said the council would need permission to start. Mr. Marciniak stated we need the letter of agreement. Ms. Harmon said we just cannot afford to do this right now. Mayor Butler said that Mr. Huff stopped him that he was displeased with us using the lane for meetings as it is a private lane. He suggested to the Mayor that we put up a 5 Mile Per Hour Speed Limit Sign. Mr. Colangelo said we need to find out who the surveyor was; investigate more before we think of tabling it.

**BUILDING & GROUNDS/MAINTENANCE & FACILITY:** Mr. Wagner opened the sealed bid for the backhoe; bid from Steven Zanazzi from New York for \$2,426.00. Mr. Wagner made motion to reject the bid of \$2,426.00 from Steven Zanazzi; Mr. Boice 2<sup>nd</sup>. Motion carried.

Mr. Wagner said they will continue to look and research further of the purchasing of a new tractor as they may need something bigger; table till next month.

Mr. Boice said that the gutters need cleaned on the building; will make the Maintenance Department aware of this.

Mr. Boice said the board frames around the windows of the borough building are rotted and need removed and fix with concrete at bottoms. Mr. Wagner made motion to have the boards removed and concrete added to bottom; Mr. Boice 2<sup>nd</sup>. Motion carried.

**PERSONNEL:** Mr. Green said that George Simcic needs safety shoes, rubber boots and waterproof bibs and Mr. Osborne safety shoes. Mr. Boice made motion to purchase the safety equipment needed per individual; Mr. Hilliard 2<sup>nd</sup>. Motion carried.

Mr. Green said that our Part-Time Police Officer, Joshua Sheppeck, gave us three (3) weeks' notice as he was accepted at the State Police Academy. Mr. Green made motion to advertise for new Part-Time Police Officer; Mr. Gitzen 2<sup>nd</sup>. Motion carried.

**MAYOR:** Mayor Butler performed two (2) weddings and made donations to the Library and Preservation Society.

**POLICE:** Mayor Butler mentioned about Josh Sheppeck resigning.

Mayor Butler said that Officer Matt Wagner drove the Dodge to and from State College and the car ran fine.

Robinson's need to trim a tree on their property that is interference with a 35 mile per hour sign. Mayor Butler to contact them to have this tree trimmed.

Mayor Butler said that Ms. Marzullo is sending out preliminary letters for violations of ordinances for example; grass and burning issues.

The Ford was inspected and all was good.

**OLD BUSINESS:** Mr. Marciniak said that the three (3) ordinances are tabled until Mr. Colangelo finalizes them.

Mr. Green discussed the situation at McNaughton Pump Station. The pit filled close to top and tripped breaker. Three (3) truckloads of sewage was dumped in the EQ Tank by Dalton Services. The electrician said the relay was not working; was disabled for some reason. They both kick on at the same time and this trips it per Mr. Wagner. Mr. Rosensteel and Mr. Tissue are to get a print of the panel and submit to a contractor to get a cost; this will not be cheap.

Mr. Colangelo said that there were perk tests done at the Dressler Man Camp. He has to pay the Borough for his balance due for tests performed at the man camp before receiving his permit from the Sewage Enforcement Officer. Mr. Colangelo stated that once this is complete the Borough should make Mr. Dressler fill out another conditional use application.

**NEW BUSINESS:** Mr. Wagner made motion to continue with having EMC Insurance as our Insurance Carrier for 2016-2017; Mr. Hilliard 2<sup>nd</sup>. Motion carried. Mr. Boice and Ms. Harmon considered getting prices from other Insurance Carriers but from what is going on at the Borough and we are getting a good price; decided it would be good just to stay with them.

Mr. Marciak said that PennVest Audit was finalized and were no findings and the auditor needs our approval to send to the State. Mr. Hilliard made motion to have the P.V. Audit sent to the State; Mr. Wagner 2<sup>nd</sup>. Motion carried.

Mr. Marciak mentioned that our fee Resolution needs addressed as the Police Reports for \$15.00 were not entirely clear in language so we need an amended Resolution 2016-12 adopted. Ms. Harmon made motion to adopt Resolution 2016-12; Mr. Boice 2<sup>nd</sup>. Motion carried.

Mr. Marciak said that the Burning Ordinance needs amended to remove the smoke going off property owner's property as there really is no control. This would also limit the complaints that have been coming into the Borough Office. Mr. Green made motion to have our solicitor amend the Ordinance; Mr. Hilliard 2<sup>nd</sup>. Motion carried.

Ms. Harmon said that there is a grant available for sidewalks which she found in the Borough News Magazine; deadline to put application in is July 31<sup>st</sup>. HRG provided a sidewalk plan for the Borough. The council had many suggestions and/or comments; property owner's responsibility to fix their own sidewalks at their own expense, we could send letters to those residents that needs their sidewalks fixed and explain if don't fix the Borough will do and bill them or put a lien on their property. Mayor Butler said it would be good to use grant for areas we need to meet ADA requirements. Mr. Gitzen is to look into and make his suggestions at the July meeting.

**EXECUTIVE SESSION:** 8:20PM

**RESUMED:** 8:30PM

Mr. Marciak what was discussed during the executive session were current legal matters.

**PAY BILLS:** Motion made by Mr. Hilliard to pay the Sewage Fund Bills for \$5,795.00, holding back Dumbaugh Electric \$2,488.00 until receive repaired pump back; Mr. Gitzen 2<sup>nd</sup>. Motion carried.

Motion made by Mr. Hilliard to pay the General Fund Bills for \$4,113.98; Mr. Boice 2<sup>nd</sup>. Motion carried.

**Round Table:**

Mr. Boice	No additional comments.
Mr. Green	No additional comments.
Mr. Wagner	No additional comments.
Ms. Marzullo	No additional comments.
Mayor Butler	No additional comments.
Ms. Harmon	No additional comments.
Mr. Hilliard	No additional comments.
Mr. Gitzen	No additional comments.
Mr. Marciniak	No additional comments.

**ADJOURN:** 8:34M. No further business at hand, motion made by Mr. Hilliard to adjourn; Mr. Boice 2<sup>nd</sup>. Motion carried.