



159 Monroe Street
 Prospect, PA 16052
 Regular Council Meeting
 MINUTES
 August 2, 2021

1. CALL TO ORDER
2. A SALUTE TO THE FLAG
3. PRAYER by Pastor Ben Oesterling
4. ROLL CALL

| | | | | | |
|-----------------|--------------|---------------|---------------|------------------|--------------|
| Bill Katz | <u> X </u> | Janice Boice | <u> X </u> | Eric Hilliard | <u> X </u> |
| Nick Vaccarello | <u> X </u> | Todd Wilson | <u> </u> | Brandon Grossman | <u> X </u> |
| Brian Taylor | <u> X </u> | Sam Gibson | <u> </u> | Andy Menchyk | <u> X </u> |
| Jim Butler | <u> X </u> | George Simcic | <u> X </u> | Cathy Baker | <u> X </u> |
| Heather Nyberg | <u> X </u> | | | | |

5. MOTION FOR APPROVAL OF 7/6/21 MINUTES:
 MOTION TO APPROVE: Eric Hilliard, Seconded by: Janice Boice and none opposed.

6. MOTION FOR APPROVAL FOR TREASURER'S REPORT:
 MOTION TO APPROVE: Brandon Grossman, Seconded by: Brian Taylor and none opposed

| | Checking Total | Savings Total | Grand Total |
|----------------|-------------------|--------------------|---------------------|
| General Fund | \$ 98,676.75 | \$ 94,110.82 | \$192,787.57 |
| Sewer Fund | \$ 58,803.39 | \$ 87,274.82 | \$146,078.21 |
| Capital Fund | \$ N/A | \$103,697.07 | \$103,697.07 |
| Highway Fund | \$ 29,093.99 | \$48,082.26 | \$ 77,176.25 |
| Act 13 | \$ N/A | \$ 67,468.10 | \$ 67,468.19 |
| Savings/Dental | \$ N/A | <u>\$ 3,440.07</u> | <u>\$ 3,440.07</u> |
| | | TOTAL | \$590,647.36 |

RATIFY PHONE VOTE FOR OFFICE CLEANING WITH CLEANBEE PROPERTY SERVICES, LLC CHARGING A MONTHLY FEE OF \$149.67. INSURANCE CARRIER FOR CLEANBEE PROPERTY SERVICES, LLC IS WESCO INSURANCE, PENN NATIONAL SECURITY INSURANCE CO. AND PA NATIONAL MUTUAL CASUALTY.

MOTION TO APPROVE: Eric Hilliard, Seconded by: Brandon Grossman and none opposed

RATIFY PHONE VOTE FOR HIRING HEATHER NYBERG AS SECRETARY/ TREASURER.

MOTION TO APPROVE: Eric Hilliard, Seconded by: Brian Taylor and none opposed

APPOINT HEATHER NYBERG AS SECRETARY/ TREASURER

MOTION TO APPROVE: Brain Taylor, Seconded by: Eric Hilliard and none opposed

VISITORS TO BE HEARD: Each visitor has three minutes unless Council overrides.

1. Sandy Cox discussed Letter of Nuisance Ordinance and Zoning Ordinance regarding the property at 102 East McGowan Street. Jeff Richardson was present at the meeting and addressed Ms. Cox. Patrick Gauselman was also in attendances and spoke in support of Ms. Cox.
2. Nick Vaccarello: Apple Tree blown down at Crab Run crossing. The Boro has agreed to take care of the tree if it falls.

7. LIBRARY/RECREATION-Todd Wilson, Chair; Vice Chair, Nick Vaccarello

OLD BUSINESS: Pancake Breakfast Saturday, September 18, 2021, 9 am to 12 pm

NEW BUSINESS: Reading Program is going very well, 175 attending

8. INSURANCE/FINANCE-Brian Taylor, Chair; Bill Katz, Vice Chair; Jim Butler; Brandon Grossman

OLD BUSINESS: Fee Schedule

NEW BUSINESS: (Cont. to next page)

Discuss umbrella insurance coverage for the Borough carried over from the council meeting on 7/6/21.

Annual premiums are as follows:

~~1M-\$960.00~~ **2M-\$1,920.00** ~~3M-\$2,880.00~~

MOTION TO APPROVE: Brain Taylor, Seconded by: Eric Hilliard and none opposed

Amusement tax received from Butler Fair in the amount of \$31,057.03 for the ticket sales. Amusements of Rochester, Inc. paid \$37,057.47 for the fair rides and Parts A Rama paid \$2,238.42 for their event. Of

the \$70,352.92 collected, Franklin Township is owed \$17,588.23, for the township's 25% portion. Our total is \$ 52,764.69.

Fifty percent of the American Rescue Plan Funds was received on 7/14/21 in the amount of \$58,039.08.

Armstrong Utilities paid the quarterly franchise fee on 7/28/21 in the amount of \$4,237.84.

Work will begin on the 2022 Budget.

Exoneration of Nick Vaccarello's insurance claim.

9. PUBLIC SAFETY-Janice Boice, Chair; Brian Grossman, Vice Chair; Jim Butler; Nick Vaccarello

OLD BUSINESS: None

NEW BUSINESS: None

10. PLANNING COMMISION-Alan

OLD BUSINESS: None

NEW BUSINESS: None

11. STORM WATER MANAGEMENT/STREETS-Brian Taylor, Chair; Eric Hilliard, Vice Chair; Bill Katz

OLD BUSINESS: None

NEW BUSINESS:

Sending letters to residents on N. Franklin Street from Church Street down to Stoney Batter and all of Bear Creek Road for installation of drains in accordance with PennDOT Ordinance No.441.8-441.10.

12. BUILDING & GROUNDS/MAINTENCE & FACILITY-

Brian Taylor, Chair; Eric Hilliard, Vice Chair, Brandon Grossman, Bill Katz

OLD BUSINESS: None

NEW BUSINESS: (Cont. to next page)

Discuss estimate of \$2500.00 from Mobiletech Computers to convert office computer to a file server that will enable each Secretary to access all information on the server for updating.

MOTION TO APPROVE: Eric Hilliard, Seconded by: Janice Boice and none opposed

Discuss Equipment & Storage Carport estimate in the amount of \$9,966.92. (Table to September Meeting)

Mayor Jim Butler donated furniture and spent multiple days setting up the new police office. The Borough extends a big thank you for his time and handling the project.

Vote on clean up days being October 1, 2021, and October 2, 2021—Quotes on Roll off dumpsters

MOTION TO APPROVE: Eric Hilliard, Seconded by: Brain Taylor and none opposed

13. PERSONNEL-Bill Katz, Chair; Janice Boice, Vice Chair; Eric Hilliard

OLD BUSINESS: None

NEW BUSINESS:

Heather Nyberg started working on 7/19/21 as Secretary/Treasurer and will become a notary for the borough. The new office hours are 8AM-3PM Monday through Thursday and 8AM-2PM on Friday.

MOTION TO APPROVE: Brian Taylor, Seconded by: Erik Hilliard and none opposed

14. MAYOR/POLICE DEPARTMENT

OLD BUSINESS: None

NEW BUSINESS: Police office has been moved to the new office in the building. Rube's Run turnout was very good. Turnout was about 127.

15. SEWAGE-Brian Taylor, Chair; Janice Boice, Vice Chair; Bill Katz

OLD BUSINESS: None

NEW BUSINESS:

Moraine State Park has billed \$35,428.14 for quarter ending 6/30/21 wastewater fees.

Discuss \$1500.00 for supplies to fix water flowing into the McNaughton Pump Station.

Kubota is overheating and will need to go in for service.

MOTION TO APPROVE: Eric Hilliard, Seconded by: Brandon Grossman and none opposed

16. SAM GIBSON, KLH

OLD BUSINESS: None

NEW BUSINESS: None

17. ANDY MENCHYK, SOLICITOR

OLD BUSINESS: None

NEW BUSINESS:

Discuss Sunshine Act Amendment effective September 1, 2021. Agenda must be posted 24 hours prior to meeting.

18. EMERGENCY MANAGEMENT

Not Required.

Executive Session: Time Leaving: 8:25 pm Time Returned: 8:40 pm

BILLS TO BE PAID:

MOTION TO APPROVE: Brian Taylor, Seconded by: Brandon Grossman and none opposed

MOTION TO ADJOURN: Eric Hilliard, Seconded by: Brandon Grossman and none opposed