



COUNCIL MEETING MINUTES
October 5, 2015 @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 with a salute to the flag. There was a moment of silent meditation. The following Council members were present: Sam Wagner, Bob Boice, Dave Stellfox, Pete Bryan, Glen Gitzen and Mayor Jim Butler. Mary Harmon was absent. GTN Solicitor; Anthony Colangelo and KLH Engineer; Eric Tissue were also in attendance.

APPROVAL OF MINUTES: There was no changes to the September 22, 2015 Special Council Meeting Minutes. Mr. Bryan made motion to approve the September 22, 2015 Special Council Meeting Minutes; Mr. Boice 2nd. Motion carried.

VISITORS: There were no visitors that called in to be heard. (See attached sign-in sheet).

LIBRARY: Mr. Bryan said that all was OK at the Library and they are in full swing for the Fall months; Story Time, Curious Lids Club, Little House Book Club and Teen Advisory Board. The Library is also selling dog licenses. Mr. Bryan asked the Council to keep in mind about a donation to the Library as the amount of monies the state gives the Library is based on the local contributions they receive; basically it comes down to the more monies they receive locally the more monies the state will contribute.

PUBLIC SAFTEY: Mr. Marciniak said that Ms. Harmon had recent surgery and that the policies and procedures are still on hold for now but work is in progress.

PLANNING COMMISSION: Per Alan Vagasky the Planning Commission met the 3rd Monday in September and had a visitor, Ms. Pantone, who is interested in building on 316 Main Street and needed the committee ideas on dividing the property. Her lot will be in the back of the property which is covered by septic. Nothing was covered beyond that per Mr. Vagasky.

A get well card was being passed around for all to sign to send to Ms. Harmon to wish her well.

PARKS and RECREATION: Mr. Bryan said all is well and the pavilion was clean and now can look forward to next summer.

Mr. Bryan is still working with the school/pavilion agreement and has talked to the President of the School Board and she sees no problem. Their solicitor is in the process of working on it and once we receive paperwork back we will have our solicitor review for final approval.

Mr. Boice made motion that he will get the Halloween prizes and would like council to donate \$108.00 towards them; Mr. Gitzen 2nd. Motion carried.

Mr. Gitzen made motion to accept the letter to solicit for monetary gifts and/or donations; to be distributed by hand to businesses in Prospect; Mr. Wagner 2nd. Motion carried. Mr. Gitzen is to have a report for Council of who and what was donated at the November 2, 2015 meeting.

STORMWATER MANAGEMENT AND STREETS: Mr. Boice said that the stormwater is in the same situation as we were.

Mr. Boice said that he and Mr. Marciniak have talked to Franklin Township and that they will be sending us a written agreement (letter) regarding purchasing some of their anti-skid mix when needed. Bill Osborne helped us out by taking our dump truck and getting a load of mix at Franklin Township and then went and got it weighed; this will determine the weight for Franklin Township to bill us. The agreement (letter) is just to protect them in case they need to stop us from purchasing at any time; hassle free.

Mr. Boice said that Ms. Marzullo did send West Penn a letter in regards to the procedure and cost of changing our street lights over to LED. As of today we have not received anything back.

Mr. Boice said that Kennedy Road was to be started possibly tomorrow, October 6th, as they were going to start last week but the rain held them up.

Mr. Boice said that he and Mr. Stellfox are still looking into solar stop signs but are waiting for more additional information. He said they can be put on any stop sign. He said that he and Mr. Stellfox would like to put these on the crossroads but have to find out if we can or if it is the State's responsibility. He said they would like to put them on the areas where we have most problems.

Mayor Butler mentioned to Mr. Boice about the Harmon Lane sign that the pole broke off; possibly by a garbage truck. Mr. Hixson (Higgy) and Mr. Osborne to take care of.

BUILDING & GROUNDS/MAINTENANCE & FACILITY: Mr. Wagner said that he has been looking into a portable storage building. He has received brochures and pricing but will put on hold till next year as this was put in the 2016 Budget. He said that the building will be approximately 14x20; will have an overhead door and man door. Mr. Wagner said this will lower our maintenance costs.

PERSONNEL: Mr. Marciniak told Council that Michael Dalcamo resigned on September 15th and David Murrman September 30th. Both individuals never did open their letters that we had for them to extend their ninety (90) day probationary period as Mayor Butler found the sealed letters still in the office. Mr. Gitzen made motion to accept their letters of resignation; Mr. Bryan 2nd. Motion carried.

Mr. Marciniak would like the Council to consider hiring Joshua Sheppeck as a part-time police officer. He explained that Mr. Sheppeck was our 2nd candidate, has all credentials and is fresh out of the academy. The concern will be that he will need trained by Officer Tatton and Officer Wagner and this could take months because of work schedule conflicts. Liability questions were brought up but Officer Sheppeck would always be with one of our officers until fully trained. Mayor Butler and Mr. Marciniak both thought we should try this as this individual wants this job, can put the time in and show visibility out in our community. Mr. Boice made a motion to get rid of all police; Mr. Marciniak asked 3 times for a second (2nd) to the motion and there was none. No motion carried. Mr. Stellfox made motion to hire Joshua Sheppeck as a part-time police officer; Mr. Bryan 2nd. Mr. Wagner abstained and Mr. Boice said "No". Roll call: Mr. Gitzen; no, Mr. Boice; no, Mr. Stellfox; yes, Mr. Bryan; yes and chair; yes. Motion carried.

MAYOR: Mayor Butler wanted to thank Mr. Boice for attending the Butler County Tax Collection Meeting in his absence.

Per Mayor Butler the bushes on Route 528 property were trimmed back.

Mayor Butler said the Car Show was well attended even though the weather did not cooperate.

Mayor Butler wanted to thank Mr. Hixson (Higgy) and Mr. Osborne for putting up the "Fall" banners.

Mayor Butler performed a wedding a couple weeks ago and had a check for the Prospect Library and the Preservation Society.

POLICE: Mayor Butler said that Officer Dalcamo was putting in two (2) shifts at the 911 center and that is why he could not continue to work for us.

Mayor Butler said the owner of the abandoned truck was sent a letter and he has not responded so therefore he will be given a citation according to our ordinance.

The light bar to be installed by Ken Wilson and Officer Wagner is still on the table.

Mayor Butler said they have not purchased the preapproved radio yet as he has been cruising Ebay and an auction which include not only the radio but an antenna, etc. The starting bid was \$225.00 so hoping he can purchase this less than \$300.00.

Mayor Butler said there was a gas leak in the Ford police car and that is was repaired for around \$40.00.

Mr. Boice said that there should be keys in all vehicles parked inside the garage in case of an emergency. In this situation the gas fumes were extreme and we were not allowed to move the cars. Mr. Boice made motion to keep the keys in the all vehicles in case of an emergency and the vehicles can be moved but not off Borough property; Mr. Gitzen 2nd. Motion carried.

Mr. Bryan asked Mayor Butler that for Halloween night could he make sure the community was patrolled; Mayor Butler to look at.

SEWAGE: Mr. Wagner said that the Special Meeting we had on September 22nd with PA American Water, Keith Gabage, was very informative and have not heard back from them.

Mr. Tissue said that the \$50,000 PennVest funds were deposited and that he would get with Ms. Marzullo to go over the distribution of the funds and to pay on the line of credit with PNC Bank.

GA Valve and AUMA are still working to develop an alternative control procedure for the valve that will stabilize its operation. KLH expects this to be resolved soon.

OLD BUSINESS: Mr. Marciniak said that the Time of Sale was on hold for now.

Mr. Marciniak said also that the Young Lungs at Play was on hold till an agreement was made between us and the school.

Mr. Marciniak said that the Roxbury issue would be addressed in the executive session.

Mr. Tissue explained the West Penn high bills are based on an agreement we have with them on "Demand" charge. The bills were higher as we were not charged the higher rate for a couple months and a few days we did not meet the "Demand" charge so these were all incorporated into one bill which was higher than normal. Mr. Bryan to call West Penn and see about possibly changing our agreement to a lower "Demand" charge; will investigate.

Mr. Gitzen made motion to adopt Ordinance 2015-01 which is for Prospect Borough to have Municipal Code Association as their Zoning Code Enforcement Officer; Mr. Bryan 2nd. Motion carried.

NEW BUSINESS: Mr. Boice made motion for a book be donated to the library in memory of Judy Guenther; Gus Guenther's wife, for \$50.00 to \$75.00; Mr. Stellfox 2nd. Motion carried. Mr. Guenther served as council member for several years.

Mr. Marciniak said that the open prayer is legal to have at meetings. He wanted input as to whether Council wanted someone to say a prayer or a moment of silent meditation. Mr. Bryan will get addresses of ministers and have Ms. Marzullo send out letters.

Mr. Marciniak told Council we received from the Auditor General the Fireman's' Relief Association check for \$6,611.40 and that this was already distributed to the Prospect Volunteer Fireman's Relief Association.

Mayor Butler told all Council to review the 2016 Budget that was given to each of them. He told them that it balanced without raising taxes for the General Fund and sewage rates for the Sewage Fund. The Budget Committee would like to have this 2016 Budget approved to be advertised in November and final approval by Council in December. Mayor Butler said if they have any questions to contact the Budget Committee. Mr. Bryan said that looking over the Budget that it looks like our new accounting system works well.

Mr. Marciniak said that the recent Variance we had with the Zoning Hearing Board cost us more than our charges to the resident who files. We received the solicitor's fee at it was \$962.50 and we only charged the resident \$500.00 based on our Borough Fee Schedule. Mr. Colangelo said that when we amend the Fee Schedule we can reword the Resolution by "minimum payment".

Mr. Marciniak told Council we received notification of our 2015 Liquid Fuels Funds of \$36,777.61 will be allocated to us in 2016 probably February or March.

Mr. Marciniak said that Mr. Vaccarello and Mr. Wilson Ok'd the Borough to go on their property to repair the culvert on Wilson Road. Mr. Marciniak said that we were still waiting for Mrs. Robinson's response. Mr. Vaccarello said he has comments and it was mentioned that he could talk to Mr. Colangelo.

EXECUTIVE SESSION: 7:53PM to discuss legal matters.

RESUMED: 8:22PM

Mr. Boice made motion for Mr. Colangelo to do whatever legal action is necessary for the Borough to do the work on the Crab Run Project; Mr. Bryan 2nd. Motion carried.

Mr. Marciniak asked if there was any other new business; no one spoke.

PAY BILLS: Motion made by Mr. Boice to pay the General Fund Bills for \$5,129.08 plus the Tax Forms (Approx. \$100.00); Mr. Bryan 2nd. Motion carried.

Motion made by Mr. Wagner to pay the Sewage Fund Bills for \$2,134.39; Mr. Bryan 2nd. Motion carried.

Mr. Marciniak explained that the culvert engineering fees for \$1,643.50 was on hold and will be paid by the General Fund once approved. Motion made by Mr. Bryan to pay the Highway Aid Fund Bills for \$786.45; Mr. Boice 2nd. Motion carried.

Round Table:

Mr. Gitzen	No additional comments.
Mr. Boice	No additional comments.
Mr. Stellfox	No additional comments.
Mr. Bryan	No additional comments.
Ms. Marzullo	No additional comments.
Mr. Tissue	No additional comments.
Mr. Colangelo	No additional comments.
Mr. Wagner	No additional comments.
Mayor Butler	No additional comments.

ADJOURN: 8:25PM. No further business at hand, motion made by Mr. Wagner to adjourn;
Mr. Gitzen 2nd. Motion carried.