



159 Monroe Street  
 Prospect, PA 16052  
**Meeting Minutes** June 1st, 2020  
 Open to the Public

1. CALL TO ORDER by Bill Katz at 7:06pm
2. A SALUTE TO THE FLAG
3. A PRAYER by Nick Vaccerllo
4. ROLL CALL - Nick\_X\_ Bill\_X\_ Gus\_X\_ Janice\_X\_ Todd\_X\_ Eric\_X\_ Mary\_X\_  
 Mayor\_X\_ Kelly\_X\_ Sam \_\_\_ Solicitor Andy Menchyk\_X\_  
 George\_X\_ \_
5. APPROVAL OF MINUTES: May 4<sup>th</sup> Council Meeting VIA Phone Conference  
*Motion by Gus Guenther 2<sup>nd</sup> Janice Boice No Oppose*
6. APPROVAL OF TREASURER'S REPORT – Bills that were paid during the month. Bill Katz reviewed each figure below with the council and approved it.

	Bills paid from	Checking	Savings	1st	2nd
General Fund		\$42,430.89	\$103,658.52	Mary Harmon	Gus Guenther
Sewer Fund		\$88,925.19	\$12,213.27	Mary Harmon	Gus Guenther
Vehicle Fund		\$1,284.85	\$19,266.95	Mary Harmon	Gus Guenther
Highway Aid Fund		\$46,379.70	\$27,964.47	Mary Harmon	Gus Guenther
Act 13 Impact Fee		\$11,308.47	\$3,227.31	Mary Harmon	Gus Guenther

NO OPPOSE

**VISITORS TO BE HEARD** (Each Visitor has 3 minutes limit unless Council overrides)

- Jim Zmijowski (did not speak)
- Greg Schiller (did not speak)
- Fredricka Shingleton (did not speak)
- Tim Lutz
- Sam Gibson (did not speak)

0. A. Approve the Secretary for the Meeting (Dawn Szymoniak & Kelly Barcic)



Crown Hill Rd. needs to be resealed and gather an estimated cost; contract for the Borough to re-seal all roads. There will be three bids from George on this project to keep compliant with PenDOT.

High storm catch basins installed on Maple and Lafayette streets and compliant with PennDOT.

Nick Vacarello confronted George Wagner about his field where the old Blueberry Patch was used to be. Nick informed George he was too close to the road to dredge up and would need a permit and submit a plan on the Kennedy Road property. Nick would get a letter to George from the Conservation District about the re-seeding the yard.

## **6. BUILDING & GROUNDS/MAINTENANCE & FACILITY – Gus/Chairman, Eric/Vice Chairman, Nick & Bill**

The lighting in the storage buildings were complete by George and Robert.

A new brake line is being put in the Chevy Pickup and will be back online within two weeks.

Clean up days have been cancelled with the Declaration of Emergency for the borough.

## **7. PERSONNEL – Janice/Chairman, Eric/Vice Chairman, Bill, Gus & Jim**

Vote to hire Dawn Szymoniak as Temporary Employee to assist Borough Office.

Kelly Barcic was voted on as a hire for the Secretary/Treasurer Position for the Borough. This was voted through e-mail with majority of council as a Yes and one with a No from Mary Harmon.

It was agreed that the Code Enforcement Officer position will be re-posted through an ad in the paper after the committee puts together a job description of what is needed and wanted from the officer. It will be re-posted until someone is hired. Janice has offered to get the committee together on comprising a description.

Dave Hazlette has been doing the duties of the Code Enforcement Officer, but no longer wishes to work with complaints. It was suggested by Eric Hilliard to hire someone on contract for on-call situations that need to be dealt with for an hourly rate. There have been complaints that borough members are not happy with Mr. Hazlett's work.

Gus Guenther stated he is highly disappointed in the response to the incident between George and the Police Department involving hand sanitizer. The matter will be discussed in Executive Session.

## **8. MAYOR/ POLICE DEPARTMENT**

Jim Butler (Mayor) stated the police hours at 80.25 for the month. The hours increased to 88.75 hours after Kelly re-checked one of the police cards.

Two citations were issued at the Coral Ridge Trailer Park where police have stepped up their patrols.

The majority of clocked police hours have been towards the end of the month which is causing some concern. Eric Hilliard wanted to know the policy on police training after the new hire police officer was riding alone in the police car without supervision. The Mayor will get the policy for the council.

Mayor Butler noted 911 was informed of a new hire in late February through text messenger.

## **9. SEWAGE – Mary/Chairman, Janice/Vice Chairman, Bill & George**

Wilson Pump Station's baffle plate installation is done with a final payout of \$9,382.34.

*Motion to pay: Janice Boice 2nd: Gus Guenther No Oppose*

Re-hab project has a 1st Quarter Billing roughly \$54,300 with \$3,000 in overages.

*Motion to pay overages: Mary Harmon 2nd: Janice Boice No Oppose*

Kubota vehicle gets serviced with new tires for re-hab project with a cost of \$1,425.26

*Motion to pay: Eric Hilliard 2nd: Gus Guenther No Oppose*

590 Main Street had a third party, Insight Pipe, conduct the testing. The pipes had leaks and were clogged with mud and water throughout. Failed. Quote for new line/grinder pump is \$1,500.

*Motion to pay: Eric Hilliard 2nd: Mary Harmon Nick Vaccarello Oppose*

Nick's concern was the Boro paying for the costs and not the homeowner. George stated that the homeowner did pay for the job, but the Boro needed the funds because of lack of equipment to do the job itself.

Konzol Construction.

Manhole investigations and repairs update  
Penn Fencing bid for privacy 7-foot-high fence

NEW BUSINESS: Approval for Bill of Moraine/Prospect Borough Sewage System; Quarterly Invoice of \$54,388.34. Only \$3000 in overages.

*Motion: Mary Harmon 2nd: Janie Boice No Oppose*

George explained the Wet Weather Event where the use of two tanker trucks were used to transport water and sewage because the EQ Tank filled faster than expected. This coordinated approach for avoiding overflow was much appreciated by DCNR. This helps the "1 year with no by-pass" to release some Taps. The cost of the tanker trucks is requested.

The yearly service on the EQ Tank is coming up. We need a cost and time frame.

DCNR Billing Split for the two meters. It was said that Andy can contact DCNR to amend the agreement to split the cost of billing between the DCNR meter and the Borough's meter. It was agreed that overages will be applied to future costs of Capital Improvement on sewage system. A vote for Andy to contact DCNR and amend the agreement.

*Motion: Mary Harmon 2nd: Eric Hilliard Nick Vaccarello Oppose*

Final Pay Konzol Construction Company  
Ratify the Insight Pipe Televising for 590 Main St.

**SEWAGE MEETING DATE:**

**9. SOLICITOR- ANDY MENCHYK**

OLD BUSINESS:

Codification of code book update

The Codification Ordinance (Code Book) was finished to begin implementing. Clarification from Andy is needed as to how you can go back in and updated or amend the code book.

Motion: Mary Harmon      2<sup>nd</sup>: Janice Boice      Gus Guenther, Nick Vacarello Oppose

NEW BUSINESS:

**Begin Executive Session:**

**Executive Session Complete 8:42pm**

**Executive Session:**

Roberts Leach's raise for approval of \$1.50 an hour/and for back dating to March 1<sup>st</sup>, 2020.

Motion: Janice Boice      2<sup>nd</sup>: Eric Hilliard      Mary Harmon, Oppose

Kelly Barcic is bonded of \$100,000 and to hire as Secretary/Treasurer

Motion: Janice Boice      2<sup>nd</sup>: Eric Hilliard      Mary Harmon, Oppose

Formal Appointment of Kelly Barcic

MOTION: Janice Boice      2<sup>nd</sup>: Eric Hilliard      Mary Harmon, Oppose

The Borough's Tax resolution was discussed, and it was decided that Rubin Pink would be hired fix the issues in the computer. This will get the taxes all paid up and set the system for future tax payments.

Motion: Eric Hilliard      2<sup>nd</sup>: Gus Guenther      No Oppose

**NOTE: It was determined Rubin Pink would not be fixing the tax issues. It would be a conflict of interest for him to do the work. Bonus Accounting was hired by the Council to do the taxes and payroll.**

BILLS TO BE PAID:

Account	Amount	1st	2nd	Motion
General Fund	\$9,279.10	Eric Hilliard	Janice Boice	Pay
Sewage Fund	\$59,570.68	Eric Hilliard	Gus Guenther	Pay
Vehicle Fund	0			
Highway Fund	0			
Act 13 Fund	0			

**Motion to ADJOURN: Time: 9:48PM      1<sup>st</sup> Motion: Eric Hillard      2<sup>nd</sup>: Gus Guenther      No Oppose**