



COUNCIL MEETING MINUTES
December 7, 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. There was a prayer given by Pastor Steve Cort from the Presbyterian Church of Prospect and then a salute to the flag. Mr. Marciniak asked all visitors to please sign in on the sheet provided and also any who wished to speak to please stand, give their name and address. The following Council members were present: Sam Wagner, Mary Harmon, Bob Boice, Dave Stellfox, Pete Bryan, Glen Gitzen and Mayor Jim Butler. GTN Solicitor; Anthony Colangelo and KLH Engineer; Eric Tissue were also in attendance.

APPROVAL OF MINUTES: There was a change to remove the bold font on the comment on the November 18, 2015 Special Council Meeting Minutes. Mr. Gitzen made motion to approve the November 18, 2015 Special Council Meeting Minutes with the change; Mr. Boice 2nd. Motion carried.

VISITORS: Heather Moser wanted to address her complaints regarding our Police Department. Her daughter was almost hit by a car walking to her school bus and she had reported this to the Police Department with several calls. Ms. Moser wanted to know why it took two (2) weeks and three (3) days to get a call back.

Mr. Vaccarello explained he has been cutting down his ash trees and that he has been burning them on the weekend but considers these fires as recreational as they do have food. He also said that some of these trees on Wilson Road are the Borough's and they need to take them down also.

Mr. Vaccarello said that when he and Robert Hixson (Higgy) added stone to the culvert issue a State Trooper had to be called in. The Trooper told them that whenever the Borough needed to retrieve the headwalls and pipe from the property he would be there to oversee as long as we had proof of purchase.

Mr. Vaccarello said he talked to Scott from DEP and Scott told him the Borough can maintain fifty (50) feet on both sides of the culvert. Mr. Vaccarello said if the Borough would bring the stone down to the culvert he would line the banks.

Ed Robinson stated that his stake is missing since the gentlemen did the work on the culvert and he wants the Borough to put it back.

LIBRARY: Mr. Bryan said that the Library was getting ready for the Lego Contest that will be held at the St. Christopher's Catholic Church. The Library also has a tree set up for donations; other than that all is well.

PUBLIC SAFETY: Ms. Harmon is still gathering information; should have more information next year.

PLANNING COMMISSION: Alan Vagasky said there are no additional plans but is working on a subdivision on 316 Main Street; presentation after first of year.

PARKS and RECREATION: Mr. Bryan said that he talked to Ms. Shaw, principle at School, and she said their solicitor has talked to ours. Mr. Colangelo stated no one has conversed with him about this matter from the school. Mr. Bryan will contact them again tomorrow. Mr. Colangelo will get a phone number from Mr. Bryan to make contact with them.

Mr. Bryan said all is well at the pavilion. He did ask council who was responsible for cleaning up the leaves near the pavilion and the council told them it was the school's responsibility.

STORMWATER MANAGEMENT AND STREETS: Mr. Boice said that he had nothing on streets other than the LED lights inquiry which he has heard nothing back from West Penn yet.

Mr. Boice did confer that the State Police had to come down to Wilson Road when they were fixing the culvert. Mr. Boice said that nothing was removed as all Mr. Vaccarello and Robert Hixson (Higgy) were doing was adding stone to the culvert.

Crab Run will be discussed in executive session.

BUILDING & GROUNDS/MAINTENANCE & FACILITY: Mr. Wagner had nothing to report.

PERSONNEL: Mr. Marciniak said that the Personnel Committee has conducted the interviews for the full time maintenance person to train with Robert Hixson (Higgy). Mr. Marciniak said that the committee and Robert Hixson (Higgy) would like to hire George Simcic for full time maintenance person at a probationary rate of \$10.00 per hour for ninety (90) days. Mr. Bryan made motion to hire George Simcic as our full time maintenance person at a probationary rate of \$10.00 per hour for ninety (90) days; Mr. Boice 2nd. Motion carried. Mr. Marciniak said that a letter will go out to the other candidates to thank them for their interest in Prospect Borough.

Mr. Marciniak wanted to propose increases for the Borough's employees in January 2016. Ms. Harmon asked if these raises were in the budget and Mr. Marciniak stated yes. Mr. Gitzen made motion to increase the wages for the Borough's employees starting January 2016; Mr. Bryan 2nd. Mr. Stellfox said that each of these employees fall under someone's authority and were they aware of these increase amounts. The council determined since they were just given the information that they need more time to review. This issue will be discussed in executive session. Mr. Gitzen and Mr. Bryan withdrew their motion. "

MAYOR: Mayor Butler performed a wedding and had a donation for the Preservation Society and the Library.

Mayor Butler said that he would not be able to attend the wrap up meeting on December 29, 2015.

POLICE: Mayor Butler said that Joshua Shepbeck has completed his weapons qualifications and they are now waiting for a number and a card from Harrisburg. Once we have this he will be given his badge.

Mayor Butler said that Officer Tatton would be taking the Dodge this week to get the radio installed; so far the cost is under from what was originally projected.

Mayor Butler did say that the District Attorney told them nothing could be done regarding the near accident with Ms. Moser's daughter; after reviewing all documentation. He said that one of his officers will be talking to the offender. He said that since Matt Wagner is back he may have him patrol this area more closely. The council thought it would be a good idea to have this put in our newsletter.

Mayor Butler went over Police Report briefly as there was only nine (9) hours of a policeman on duty for the month of November. Mr. Bryan said how could there only be nine (9) hours. Mayor Butler responded that Matt was off so we only had Chief Tatton to work. Mr. Bryan said that how could he only work nine (9) hours in a whole month; he doesn't understand. Mr. Bryan wanted to know also why it takes sixty (60) plus days to have a new police officer hired. Mayor Butler responded they were following the procedures what Harrisburg gives them.

Mr. Gitzen had three (3) areas he wanted noted: 1. put on website and newsletter explaining bus stopping lanes, 2. step up patrols and 3. explore the enforcement signs. Mr. Marciniak asked Mr. Gitzen to write up an article for the newsletter and website.

One of the council mentioned maybe we should just get rid of the police all together and just use the State Police. Mr. Stellfox explained that if we get rid of our Police Department we will lose our Liquid Fuels monies.

Mayor Butler said the abandoned truck owner was cited but the truck is still sitting there. Mayor Butler will to see if the Borough can remove it at the owner's expense; has to look at ordinance book.

SEWAGE: Mr. Wagner brought up the Dressler issue regarding adding trailers to his property. Jake Dressler did get an application for a sewage permit today and Chuck Smith; our alternate Sewage Enforcement Officer, will be picking up the application tomorrow and going out to inspect the property. Mr. Wagner said that he also has two or three apartments in his house now. Mr. Wagner said that the code enforcement officer would have to make the decision. From a usage standpoint he would need the following; remodeling in his home permits, additional structures permits and private septic system permit. Mr. Wagner said he basically went from a single family to a multi-family dwelling which can cause septic system issues with neighbors.

Mr. George Wagner will possibly be putting up 3 contractor trailers ("Man Camp"), temporary, in his lot and will tap into the sewage tap on his property. The council said the code enforcement officer needs to review also.

Mr. Tissue went over the Consulting Engineer's Report.

Mission system wiring issues were addressed. The Mission system continues to send "false" alarms. Mark Place has been made aware of the issues and is to call Mr. Hixson (Higgy).

Mr. Tissue said that he needs to have a meeting with the Sewage Committee regarding the I&I Plan of Action.

Mr. Gitzen said we need to be cautious and use our resources of our Zoning Sewage Officer regarding the Dressler and Wagner properties to investigate thoroughly. Mr. Vaccarello said that first thing that needs done before anything is for them to complete a sewage plan module. Mr. Vagasky in 1991-1992 an ordinance for subdivision says that two (2) or more mobile homes constitutes for a mobile home park.

OLD BUSINESS: Ms. Harmon said that the Time of Sale was currently on hold.

Mr. Marciniak said that the Young Lungs at Play was contingent until an agreement was made between us and the school.

Mr. Boice made motion to adopt the 2016 Tax Levy Ordinance 2015-02 to remain at 7.5Mil; Mr. Wagner 2nd. Motion carried.

Mr. Boice made motion to adopt the 2016 General Fund Budget; Mr. Gitzen 2nd. Motion carried.

Mr. Wagner made motion to adopt the 2016 Sewage Fund Budget; Ms. Harmon 2nd. Motion carried.

NEW BUSINESS: Mayor Butler said they had an issue with the Magistrate in obtaining a citation for the junk vehicle. The Magistrate requested a copy of our ordinance with the signature page. Mayor Butler said our old ordinances have fallen out. He also mentioned about the A.O. (Amending Ordinance) noted in the green book. Mayor Butler would like to make a recommendation to codify our ordinance book this coming year. Mr. Marciniak said the Shadrack's was unplanned monies coming in and would like us to use this for the codification; to bring us in the 21st Century. Mr. Colangelo said that the green book is from 1993-2003 and has gray areas.

Mr. Marciniak said that the Butler COG meeting for the month of December was cancelled; next meeting will be held on January 14, 2016.

Ms. Harmon said that there is another PA American Water meeting on December 16th at 1:00PM and would like the committee to attend. She also asks all to read over the ordinance provided and add any comments or suggestions.

EXECUTIVE SESSION: 8:05PM to discuss legal matters.

RESUMED: 9:09PM

Mr. Gitzen motioned to give the President of Council permission to sign the agreement for the right of way; Mr. Boice 2nd. Mr. Stellfox abstained. Roll call: Mr. Gitzen; yes, Mr. Boice; yes, Mr. Stellfox; abstained, Mr. Bryan; yes, Ms. Harmon; yes, Mr. Wagner; no and chair; yes. Motion carried.

Mr. Bryan made motion to give raises to employees as projected by the Personnel Committee; Mr. Gitzen 2nd. Mr. Wagner; abstained. Roll call: Mr. Gitzen; yes, Mr. Boice; yes, Mr. Stellfox; yes, Mr. Bryan; yes, Ms. Harmon; yes, Mr. Wagner; abstained and chair; yes. Motion carried.

Mr. Bryan made motion to put \$10,000.00 in a CD; \$5,000 from last year and \$5,000 for this year; Mr. Stellfox 2nd. Motion carried.

Ms. Harmon asked council to please go over the new fee schedule for Doug Duncan as she would like us to consider him for our Sewage Code Enforcement Officer in 2016.

PAY BILLS: Motion made by Ms. Harmon to pay the General Fund Bills for \$7,549.82 which includes \$55.00 for BCBA Dues; Mr. Gitzen 2nd. Motion carried.

Motion made by Mr. Gitzen to pay the Sewage Fund Bills for \$1,145.00; Mr. Wagner 2nd. Motion carried.

Motion made by Mr. Boice to pay the Highway Aid Fund Bills for \$108.20; Mr. Stellfox 2nd. Motion carried.

Mr. Marciniak said that we will be swearing in the new councilman on December 29th close out meeting.

Round Table:

Mr. Gitzen Wanted to make a motion to donate to the Fire Police as they do a lot of work for us and also Boys Club. We need to contribute to our organization.

Mr. Boice No additional comments.

Mr. Stellfox He wanted to clarify his statement in the minutes.

Mr. Bryan Reverse message to 911 first.

Mr. Wagner No additional comments.

Ms. Harmon No additional comments.

Mayor Butler Thanks to Dave and Pete for their service to the community. Merry Christmas and Happy New Year to all!

Mr. Marciniak Thanks also to Dave and Pete for their unselfish service. They put a lot of time in the Borough Community. The Borough did not have to raise millage and sewage payments for 2016. Thanks to everyone for their time and effort.

Merry Christmas!



ADJOURN: 9:26PM. No further business at hand, motion made by Mr. Stellfox to adjourn; Mr. Wagner 2nd. Motion carried.