

MONROE BOROUGH MEETING MINUTES – 05/01/2023

Location: Monroeton Library Meeting Room, 149 Dalpiaz Drive, Monroeton PA.

The regular meeting of Monroe Borough Council was called to order by Council President Dan Troup at 6:15pm, opening with the pledge of allegiance.

Present were Council President Dan Troup, Vice President Joan Grenell, members Bill Shaw, Brenda Munkittrick, Leo Wills, Eric West, and Mayor Seth Wills. Amy Calaman was absent. Also present were Secretary/Treasurer Laura Hewitt, Ordinance Enforcement Officer Kurt Lafy, Borough Maintenance and Roadmaster Al Pronti, plus members of the public (listed on sign-in sheet.)

Minutes from the April 3, 2023 meeting were passed unanimously by a Shaw/Grenell motion.

The **treasurer's report** for April was approved as presented, with a motion to pay bills and transfer the balance of ARPA funds to the General Checking, by a Munkittrick/Shaw passed unanimously. Amy Calaman was absent, but had reviewed and returned April timesheets, noting a math error on one time sheet which will be corrected on the May paycheck. Brenda took April bank statements and reconciliations for later review/confirmation. Budget vs Actual reports for April were delivered to Joan and Dan.

Correspondence received in April was reviewed. No action needed.

Public Participation: Several complaints were expressed regarding noise from Chesapeake's water withdrawal. Laura was directed to **contact Chesapeake to request installation of a sound barrier**. Additional issues were covered in various reports below.

Borough Reports:

Library: report submitted, on file.

Fire: report submitted, on file.

Ordinance Enforcement: report submitted, on file. Kurt reported on the results of the **judicial sale**, noting the Larcom property did sell, but the Decker property did not, so is now on a "repository list." Frontier Communications has been non-responsive regarding the required permit fee. The purchase of **radar signs** is still on hold while the question of PennDOT conformance is unresolved. The **Saxon subdivision** was discussed. There was much discussion regarding the **codification of ordinances**, including adopting property maintenance and landlord requirements. It was noted other boroughs require curb to curb repairs when utilities tear up roads, and that should be considered. Questions were also raised about chickens, garbage on porches, and refrigerators needing locks if outside. Brenda, Leo, and Eric agreed to work with Kurt on a final review to move the codification forward.

Levee Project: DEP's consultant did NOT start the investigation on Monroe Hose Co. as expected; they are waiting for the budget contract which is still not confirmed.

Streets: Chesapeake inspected and repaired the problems noted on the access to their water takeout. After meeting with Al, **PennDOT** representatives prepared an estimate for possible repairs, with an average cost of \$19,000 per half mile. We have no grant writers to help find funds; Laura was directed to contact Hunt Engineering to see if they can assist with finding grants for street repairs.

Buildings/Grounds: A phone conference is scheduled with Karen Arnold, Keystone Historical Preservation Grant Manager to continue seeking funding for **brick pointing**. Al needs to do some additional work on the **community bulletin board** to be able to attach it to the posts as planned.

Vandalism: The alternate locations where the additional cameras were installed seem to be sufficient, so the Joint User agreement finally received from Penelec comes too late.

Fire Escape: remains on Al's 'to-do' list.

Public Utility: no light outages reported.

Water/Sewer (TMA): Laura will check again on when to expect Stiffler engineers to return for their inspection, and we need our 'punch list' prepared in advance of that visit.

Finance & Insurance: Kilmer shopped; a starting EMC quote was \$3,000 higher than Selective. Laura shared the review notes from her meeting with Caleb, highlighting the differences from the prior year's policy. A Wills/Munkittrick motion to accept the Selective proposal was passed 5 to 1 by a roll call vote requested by Bill Shaw: Dan Troup, aye; Joan Grenell, aye; Bill Shaw, nay; Brenda Munkittrick, aye; Leo Wills, aye; Eric West, aye. Bill wants us to shop around earlier next year to have more than two options.

Mayor: Seth noted that he and Martin discussed splitting the borough into "sectors" and if volunteers step forward, Martin would be willing to head a Neighborhood Watch group. No volunteers have been found.

EMC: Lyle and Jenn have been "getting yelled at" because no one from the borough has taken the required training classes. Because of Seth's job at the county, he does meet the training qualifications, but Jenn asked that at least 2 council members take the class. Still, no classes have been offered that fit our council members working schedules.

New/Other Business: Joan reported on the semi-annual **Bradford County Boroughs Association meeting**, noting they still are not re-instituting dues. Caleb Sheldon was one of the speakers at the meeting, Laura was asked to follow-up with him to learn more about **cyber security**. The recent passing of **Pete Bahr**, a former Councilman, was noted; a book will be dedicated in his name at the library.

The meeting was adjourned at 7:36 pm by a unanimous West/Wills motion.

(not OFFICIAL without signature and seal)

Respectfully submitted by Laura H Hewitt, Borough Secretary