

MONROE BOROUGH COUNCIL MEETING MINUTES – 12/04/2023

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 and Amy Calaman. Leo Wills, Eric West, and Mayor Seth Wills were 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.)

PA State Representative Clint Owlett also attended the first hour of the meeting, to listen to concerns regarding the lack of progress on the **levee project**. Laura presented a brief history with maps; the Delps discussed past damages and changes in the layout of the creek. Residents also shared stories about their losses, compounded by inability to get help because the small population base never meets a financial threshold to qualify. Rep. Owlett agreed that things are in place that are "supposed to help" but are challenging. He suggested US House Representative Meuser could be a helpful contact on the federal side. He may be able to help make some other connections. He noted some bills that had come up, but not passed. There was mention about cleaning the creek, as one is being done in Tioga County now, with logs being placed to slow velocity. Rep. Owlett would like to return for a field trip in the future, and will have his Aide contact us to coordinate. Council and residents present all thanked Rep Owlett for attending, and look forward to his next visit.

Minutes from November 6, 2023 meeting were passed unanimously by a Shaw/Munkittrick motion.

The **treasurer's report** for November was approved, with a Munkittrick/Calaman motion to pay bills as presented. September and October bank reconciliations and timesheets were returned by Brenda and Amy, with an error on October hours to be corrected in December. Budget vs Actual reports for November were delivered to Joan and Dan.

Correspondence received was reviewed. Of note was a reminder from the County EMC that NIMS training will be offered on January 9 at the County Public Safety Building. Two different time slots are available; Laura will register Joan and Dan for the morning session from 9 to noon. Other council members were encouraged to register.

Public Participation: Levee concerns were addressed earlier; no other issues were raised.

Borough Reports:

Library: report submitted, on file. Cory Hodgdon presented a resolution for consideration. Joan read the full resolution aloud. After discussion, a Grenell/Calaman motion to adopt Resolution 2023-06 in support of the Bradford County Library was passed by roll call vote. (Grenell: yes; Shaw: yes; Calaman; yes; Munkittrick: yes; Troup; abstain.)

Fire: report submitted, on file.

Ordinance Enforcement: report submitted, on file. Kurt is waiting for the final closing notice on the repository sale before cancelling Ms. Decker's violation notices and

informing the new owner. Kurt relayed his conversations with Mr. Scott regarding the calf being garaged in the borough. Mr. Scott is making arrangements to remove it soon. As work is still being done on the ordinances, Council members asked about inclusion of 'curb to curb' repaving when any road surfaces are cut open for any utility work.

Levee Project: reported above.

Streets: Eric Casanave submitted the LSA Grant application for the **Borough Paving Project**. Determinations are not expected until September 2024 but could be later (even into 2025). Funding is tied to actual availability even after state appropriations are budgeted.

The Traffic Signal Maintenance Agreement for our **speed radar sign** requires Dan's signature on "Application", and there are additional "attachments" to be submitted. Laura is waiting for a reply from PennDOT to finalize.

Al was asked to remove the "No Parking" signs in front of Mike's Garage and any others on Shaw Blvd. Snow Emergency signs, if any, should be left.

Buildings/Grounds: There is no update on the **new borough property**

Vandalism – no new reports.

Fall Cleanup – invoices were received this morning, and will be paid next month.

Public Utility – several lights are reported out; there was discussion regarding dark areas that need better lighting, between East and West Laurel in the middle of Brecherville. Laura was directed to contact Penelec to begin inquires.

Water/Sewer (TMA) nothing to report

Finance & Insurance: The proposed budgets were advertised last month. A Munkittrick/Grenell motion was approved unanimously to adopt the 2024 General and State Budgets as advertised. A Munkittrick/Calaman motion was approved unanimously to adopt Resolution 2023-07, keeping the tax rate at 12 mills for the year 2024, unchanged from the prior year. A Munkittrick/Grenell motion passed unanimously to engage Guthrie & Co for the 2023 Audit. A Munkittrick/Calaman motion passed unanimously to renew the Borough's engineering agreement with Stiffler/McGraw.

Mayor Seth sent an email to remind and encourage members to attend the NIMS training.

New/Other Business:

Kilmer Insurance notified Council that if volunteers rent an ice rink for a "**Winter Festival**", the borough will need a certificate of insurance from them.

A Munkittrick/Grenell motion passed unanimously to schedule 2024 meetings on the first Monday of each month, switching to the following Monday in the case of holidays, and adding a meeting on the 3rd Monday of October and November for budget planning and any other business as needed.

As this is Amy Calaman's last meeting, all members of Council and Laura expressed their thanks for Amy's service on the Council.

The meeting was adjourned at 8:20 pm by a unanimous Munkittrick/Calaman motion.

(NOT OFFICIAL WITHOUT SIGNATURE AND SEAL)

Respectfully submitted by Laura H Hewitt, Borough Secretary