

MONROE BOROUGH COUNCIL MEETING MINUTES – February 5, 2024

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 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, Fire Chief Matt Walter, Assistant Chief Tim Kerrick, plus members of the public (listed on sign-in sheet.)

Minutes from the January 8, 2024 meeting were passed unanimously by a Wills/Shaw motion.

The **treasurer's report** for January, and a corrected report for December account balances to include interest, was approved, with a Shaw/Munkittrick motion to pay bills as presented. Timesheets and reconciliations were taken by Joan for review.

Correspondence included the **Annual Financial Interest Forms** for YE 2023 and a Customer & Public Education /Awareness Survey from **Valley Energy**. **NTSWA** sent a reminder to schedule the **Spring Cleanup** early.

Public Participation: Ron Ferguson inquired about the Levee and contact with Representative Owlett; he also noted an unsecure situation on a property; Rosemary Menarski asked for an update on the speed radar sign. Karl Cook noted the water issue still unresolved in his parking lot.

Borough Reports:

Library: the monthly statistics report was submitted and is on file. At the Director's request, a Wills/Munkittrick motion passed unanimously to approve trustees for the library as listed: Bill Westbrook, Susan Kramer, Ruth Wohlgemuth, Leslie Fassett, Barbara Krauss, Cynthia Brown, Vanessa Johnson, and Ashley White.

Fire: Matt Walter presented the Incidents Report for January. He also noted an upcoming hoagie sale. Dan asked Matt to look into the delay in the lot purchase.

Ordinance Enforcement: report submitted, on file. Kurt noted that a draft of the revised ordinances is ready for committee review. He noted the inclusion of new sections to regulate rental properties and property maintenance, and another regarding chicken and other fowl. At Council's request, he will research and add a solar section as well.

Levee Project: There is nothing new to report; we are still waiting for an update from Representative Clint Owlett. Laura was asked to followup.

Spring Cleanup: As he has done in the past, Karl Cook will make the arrangements needed to schedule the spring cleanup. Council's first choice of dates is April 12 & 13.

Streets: Steve Kehoe assigned a project number to the **Borough Paving Project**

Dan noted the good snow plowing job done by Tim Kerrick; and Al reported we have a good supply of salt available.

A trailer needs to be purchased for the **speed radar sign**.

Buildings/Grounds: We still have no information from the Hose Company on the status of the deed for the **new borough property** . Dan learned from an earlier conversation with Kurt that engineered drawings would be needed for the building; Leo will set up a meeting with Eric Casanave to begin that process.

Vandalism – Leo will meet with Laura on Thursday to order cameras from Amazon.

Public Utility – A number of dark areas on various streets were noted; it was suggested that Penelec would do an evening survey to help determine lighting needs. Laura will followup with a request to Penelec.

Water/Sewer (TMA) no report

Finance & Insurance: Laura contact Caleb Sheldon, and is meeting with him on Tuesday to sign paperwork authorizing him to obtain bids from multiple insurers.

Mayor Seth no report

New/Other Business:

Due to the **computer** running slow, Dustin was called in for a service visit. After troubleshooting, he recommended it was time to upgrade our equipment. He provided some specs. The current computer could last awhile yet, though slow, but could also crash suddenly. He advised remaining vigilant with file backups.

Stiffler McGraw shared information about a grant opportunity for **Multi-purpose Community Facilities**, with a \$250K minimum, but no match required. Some ideas to add to the brick pointing included replacing all windows, the fire escape, replace cast iron waste pipes. We should know late Feb/early March regarding the Keystone grant previously applied for, but even with that, our required match is over \$60,000. Laura was directed to ask Eric for more information before Council decides to pursue this grant.

There is a **vacancy on the Council**, an interested citizen is needed.

The meeting was adjourned at 7:37 pm by unanimous Shaw/Munkittrick motion.

(WEB COPY: NOT OFFICIAL WITHOUT SIGNATURE AND SEAL)

Respectfully submitted by Laura H Hewitt, Borough Secretary