

MONROE BOROUGH COUNCIL MEETING MINUTES – June 3, 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 6:19pm, opening with the pledge of allegiance.

Present were Council President Dan Troup, Vice President Joan Grenell, Council members Tim Kerrick, Leo Wills, and Mayor Seth Wills. Council members Bill Shaw, Brenda Munkittrick and Eric West 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.)

Minutes from the May 6, 2024 meeting were passed unanimously by a Wills/Grenell motion.

The **treasurer's report** for May was approved, with a Kerrick/Wills motion to pay bills as presented, noting the cost of the mulch which exceeded the budgeted amount would be covered by interest revenue. Laura noted a \$1,645 "experience modifier" has been credited to the SWIF insurance, a damaged delivery of paper was refunded by Shoplet, and the final ARPA report was submitted. Timesheets and reconciliations were taken by Joan for review. Budget vs Actual reports through May were delivered to Joan and Dan.

Correspondence: In addition to the monthly PSAB Borough News, there were multiple emails from the Office of Open Records, regarding Right-to-Know-Law requests from "anonymous" persons through an untraceable "FOIA Buddy." Municipalities were advised to consider establishing and posting a policy if we want to deny "anonymous" requests. Laura was directed to follow-up.

Public Participation: John and Betty Tomaszewicz asked if the creek had been sprayed for **black flies**, Laura was directed to check with the county. Donna Dalpiaz noted she cannot get to her mailbox after rain without stepping into a puddle, due to the **poor repaving job done when the sewers were replaced**. Dan explained that the Borough had not been aware before the project that an ordinance to set paving standards would have been necessary to preclude the uneven patchwork. That road is now on the list for repaving if the LSA grant is awarded. Ron Ferguson asked for an update on Levee progress (covered below), and relayed a concern from Scott Bennett who noticed the back door of 362 James Monroe Ave is gone, with only a tarp covering the opening so the building is no longer secured. Al was directed to check, and board it up.

Borough Reports:

Library: no report was submitted this month.

Fire: Tim Kerrick shared the Incidents Report for May, with a copy on file.

Ordinance Enforcement: Kurt reported he will follow-up with the newest owner of 362 James Monroe Ave, who has not completed work after he had been granted additional time to address violations. Ron added that the property is now up for sale again. In response to mowing questions, Kurt noted a 'new prospective owner' for 131 James Monroe will hire someone to mow the grass. He also responded to questions about burning and several concerns about rats. He reminded residents to contact him directly between meetings with concerns that may require his attention.

Levee Project: Laura assembled the large print maps for public display, but because they measure 15ft long by 9ft high, there was no downstairs space to display them. They

are in an upstairs schoolroom. The maps do not show properties, so she requested and received an 'overlay' file on google maps from DEP.

Streets: Leo and Al need to coordinate a time to rig the trailer to fit the **speed display sign**. **Chesapeake** completed the base repairs and paving on Berwick Drive. Because a temporary PennDOT right of way for the **pipe under Berwick Drive** reverted to the Borough, a Wills/Kerrick motion was approved to set a Not-To-Exceed limit of \$2,000 to hire someone to make necessary repairs to the pipe. Tim will contact D&R Steel; if they cannot be contracted, Laura will try reaching out to Chesapeake to consider repairing it as a 'good neighbor' project.

Buildings/Grounds: Playground mulch chips have been delivered, however Al noted tractor problems, so they are moving chips by wheelbarrow. Dan and Al will check the wiring diagram for the **master controller on the tractor** to see if they can repair it; if not, there may be an expensive repair bill coming. Dan signed closing documents for the **new borough property** (234 Shaw Blvd, parcels 24-99.03-109 and 24-99.03-110); Laura was directed to contact Bruce Benish Surveying to have the parcels surveyed and combined onto one deed. The grant contract was received from Keystone for the **brick pointing project**, with a July 15th first reporting date, and bid specs required by July 31. We have been contacting multiple contractors, with one more meeting set for June 6 before a final decision is made. Endless Mountains Heritage Region (EMHR) approved our \$10,000 grant request, and sent their contract for review and signatures. Laura sent initial questions to EMHR for clarification before signing. No response has been received from the County Commissioners after the April 26th meeting with them requesting additional funds, Laura was directed to follow-up.

Vandalism: school is out, so there may be an uptick; but the cameras are working.

Cleanup: Karl Cook initiated the paperwork to set the fall cleanup dates. A Wills/Kerrick motion passed to accept the contract with Northern Tier Solid Waste Authority for October 4 and 5 for the Borough Fall Cleanup.

Public Utility – Lights reported in March are now repaired; no other lights have been reported out.

Water/Sewer (TMA) The paved stretch of Berwick (laterally and crossing the road) that was torn open without prior notice by Towanda Water Authority remains unfinished. Laura was directed to contact them to have the street repaired properly.

Finance & Insurance: nothing new

EMC: Laura noted the NIMS training attendance certificates have been received at the County office and will be forwarded to us soon.

Mayor Seth Wills: nothing new to report

New/Other Business:

T. Thompson (Progress Authority Exec Director) has requested all municipalities pass a resolution participating in the **Broadband Ready Communities Program**. Laura will prepare the resolution for the July meeting.

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

WEBPOSTED COPY, NOT VALID W/O Sect signature and borough seal
Respectfully submitted by Laura H Hewitt, Borough Secretary