

## **WEB COPY MONROE BOROUGH COUNCIL MEETING MINUTES – August 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, Council members Bill Shaw, and Tim Kerrick. Council members Brenda Munkittrick, 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.)

**Minutes** from the July 1, 2024 meeting were passed unanimously by a Shaw/Kerrick motion.

The **treasurer's report** for July was approved, with a Grenell/Shaw motion to pay bills as presented, and to transfer \$20,000 from the general checking account to the PLGIT account to capture the higher interest. Timesheets, bank statements and reconciliations were taken by Joan for review; budget vs actual reports were delivered to Joan and Dan.

**Correspondence:** A request was submitted via FOIA Buddy that appeared to be data mining for sales leads, requesting 10 years of internet, phone and software billing. Laura's response was a brief email explanation, and no further request followed. PEMA sent a reminder for a flood permitting and training course; Chesapeake provided notification of Well Permit Applications in adjacent municipalities.

**Public Participation:** John T noted that in response to his recent sightings of young bears, the PA Game Commission advised him folks should avoid attracting bears with bird feeders, trash, etc. They will not intervene unless there is property damage.

### **Borough Reports:**

**Library:** no report provided this month.

**Fire:** The July Incident Report was received from and presented by Chief Matt Walker.

**Ordinance Enforcement:** Kurt contacted Erb Inspection regarding the "ambiguities" PEMA pointed out between Act 166 (Floodplain Mgmt. Act) and Act 45 (Universal Construction Code.) He is working on revising the borough's UCC chapter to insure flood regulations are met. After ongoing and unresolved complaints regarding 362 James Monroe Ave, he will contact the county again regarding their progress on assisting with blight issues.

**Levee Project:** Laura is approaching the easements one at a time; she spoke to the designated representative of the owners of the Salsbury property, and mailed easement papers to review. Contact has been complicated by a wrong email address and phone number with no voice message option. Ron F offered updated information for two more landowners.

**Streets:** Al cleaned out a **dry well** on Brecher St in response to a resident complaint, and has replaced multiple stop signs in the borough. He was asked to also check on some of the street signs. No progress reported on the cleanup needed due to damage from Towanda Water Authority work at **Berwick/Dalpiaz**. The **speed display sign** has been delivered to Leo for mounting on the trailer. D&R Steel agreed to repair the **pipe under Berwick Drive** at no cost.

**Buildings/Grounds:** Specs for **brick repointing** were approved by Ed Lupico, and advertised on July 3 & 6; only MAC attended the pre-bid meeting on July 9th w/Jerry Gorski (Construction Management Services.) MAC's bid was far higher than expected. After discussing several options, a Grenell/Kerrick motion passed to reject the MAC bid on or before August 30 if MAC is not able to revise the proposal to acceptable pricing. Jerry Gorski will contact MAC to try to resolve. The first quarter report was sent to Keystone on July 9<sup>th</sup>.

Two trees came down during a **severe storm** last month, destroying the swing set and one of the basketball posts, backboard and hoop. After Caleb Sheldon (Kilmer Ins.) took photos to document the losses, a Selective Adjuster was assigned and confirmed we could be reimbursed for 'in-house' removal of the debris. Swings and basketball are also covered, after a \$500 deductible. The debris was removed within days, and Laura has begun online pricing of replacement equipment.

Penelec sent a case of **LED Energy Efficient Tube Lamps** in response to a completed survey.

Bruce Benish surveyed the **new borough (Shaw Blvd) parcels**; there are questions regarding placement of the stakes. Laura was directed to contact Benish Surveying requesting a map to show identifying lines and/or an onsite visit.

**Vandalism:** The 'automatic billing' for 5 of the cameras has not been processed, so status of cameras needs to be checked.

**Clean-up** – due to a change in staff at NTSWA, our fall cleanup contract was missing. Laura re-submitted and confirmed we are on the schedule for October 4<sup>th</sup> & 5<sup>th</sup>.

**Public Utility:** no outages reported.

**Water/Sewer (TMA):** nothing new to report.

**Finance & Insurance:** The Register and Recorder's Office will no longer mail checks, as they are switching to an ACH system. Because Laura is a signatory on the checking account, she will complete the required ACH Direct Payment Authorization form.

**EMC:** Keith Stackhouse (County EMC) emailed the latest e-version of the Emergency Management Handbook For Municipal Officials.

**Mayor Seth Wills:** no report

#### **Other Business:**

**New Borough Solicitor:** Upon recommendations from other borough secretaries, Laura contacted David Brann in Troy. Because we do not require monthly meeting attendance, Mr. Brann agreed to represent the borough on an "as needed" basis, at an hourly rate of \$250, with no retainer required. A Grenell/Kerrick motion passed unanimously to appoint David Brann, of Brann, Williams & Caldwell Law Offices in Troy, as our Borough Solicitor.

The meeting was adjourned at 7:23pm by a Wills/Kerrick motion.

**WEB COPY – not official without secretary signature and seal**

Respectfully submitted by Laura H Hewitt, Borough Secretary