

WEBCOPY: MONROE BOROUGH COUNCIL MEETING MINUTES – October 7, 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 Tim Kerrick, Leo Wills, Eric West and Mayor Seth Wills. Council members Bill Shaw and Brenda Munkittrick were absent. Also present were Secretary/Treasurer Laura Hewitt, Ordinance Enforcement Officer Kurt Lafy, Borough Maintenance and Roadmaster Al Pronti, Monroe Hose Company Chief Matt Walter, plus members of the public (listed on sign-in sheet.)

Minutes from the September 9, 2024 meeting were passed unanimously by a West/Wills motion.

The **treasurer's report** for September was approved, with a Wills/Kerrick motion to pay bills as presented. Laura noted additional problems with Penelec billing, and multiple Comcast outages making online resolution of banking questions impossible. September timesheets, bank statements and reconciliations were taken by Joan for review; budget vs actual reports were delivered to all in advance of budget planning.

Correspondence: Info about a new **Floodplain compliance Audit Program** (from the National Flood Insurance Program) was passed along to Kurt to review the "Self-Assessment" checklist; a request to appoint a **tax collection committee delegate** by resolution was received from Brenda Ferguson. A Grenell/Kerrick motion was passed unanimously to adopt Resolution 2024-04 appointing Leo Wills and Seth Wills as delegates to the Bradford County Tax Collection Committee. Delegates should be appointed in the future at our re-organization meetings.

Public Participation: No non-agenda items were addressed.

Borough Reports:

Library: report was received and included in packet, along with their appreciation for past Borough donations and a request for continued funding at the same level.

Fire: The September Incident Report was received from, and presented by, Chief Matt Walter. He also noted an "Open House" to be held on Wednesday, October 9th.

Ordinance Enforcement: Kurt is seeking a grant to demolish blighted properties, which could be used on 362 James Monroe Ave if improvements are not made soon. The announcement for grants awarded has been delayed. Al was directed to inspect and secure that building, and the current owner will be billed as allowed by Ordinance 118.

Levee Project: 2 easements were sent to DEP, and we received a new property map and easement documents for a split parcel.

Streets: Al reported that the list of **road name signs** needed was sent to County Planning. He purchased sheet metal to build a platform for the **speed display sign**; and will now need outrigging to complete. We are still waiting for the awards announcement regarding our **LSA Paving grant** application. The CFA (Commonwealth Financing Authority) did not award any grants at their September 17 meeting as anticipated; they may have a special meeting at the end of October, or the awards decision may come up for consideration at the November 19 regular CFA meeting.

Buildings/Grounds: After re-advertising a request for bids on the **brick pointing** project, 4 organizations attended the mandatory pre-bid meeting. Bids are due by October 31st, and we hope to award the project at the November meeting.

Vandalism: no incidents were reported.

Clean-up was held on October 4th& 5th.

Public Utility: no outages were reported.

Water/Sewer (TMA): The cleanup and **patching on Berwick Drive** has now been completed by Towanda Water Authority.

Finance & Insurance: The first budget planning meeting is scheduled for 6:15 on October 21.

EMC: no report.

Mayor Seth Wills: Seth and Leo attended the **annual Endless Mountains Heritage Region meeting**; Seth presented an overview/update of our brick pointing project, and relayed back to Council how impressed EMHR was with the grant application. Seth also noted that the borough will have **Trick-or-treat on October 31st from 6 to 8pm**, on the same night as Towanda, as usual. Laura will create a quick flyer for Rosemary M to post on the bulletin board in town.

Other Business:

A suggestion was received that the Borough consider creating a form letter to **welcome new residents**, noting what we have, permits required, etc. We will check to see if other municipalities have samples to share.

The meeting was adjourned at 6:59pm by a West/Wills motion.

NOT OFFICIAL WITHOUT SECRETARY SIGNATURE AND BOROUGH SEAL

Respectfully submitted by Laura H Hewitt, Borough Secretary

webcopy: MONROE BOROUGH COUNCIL MEETING MINUTES – October 21, 2024

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

A second October meeting of Monroe Borough Council was called to order by Council President Dan Troup at 6:15pm.

Present were Council President Dan Troup, Vice President Joan Grenell, Council members Leo Wills, Eric West and Tim Kerrick. Council members Bill Shaw, Brenda Munkittrick, and Mayor Seth Wills were absent. Also present was Secretary/Treasurer Laura Hewitt. No members of the public were in attendance.

Minutes from the October 7, 2024 meeting will be approved in November.

There were no borough reports, as this was the initial **budget planning** meeting. A spread sheet with corrected year to date amounts through September was distributed, and updates made as suggested for later consideration. No actions were taken, as this process will continue through additional meetings.

The meeting was adjourned at 8:00 pm by a West/Wills motion.

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Respectfully submitted by Laura H Hewitt, Borough Secretary