

**Borough Council  
Minutes – November 22, 2016**

**Call to Order** – Mr. Farley called the meeting to order at 6:00pm. Mr. Flick offered the meeting prayer and led the Pledge of Allegiance.

**Roll Call** – The following members of the Borough Council were present; James Daly, Robert Flick, Eugene Osmun, Timothy Shaw, Irene Slocum, Eugene Cerutti, and Henry Farley. **Also present;** Mayor Denny Thomas, Elizabeth Fice, Finance Coordinator; Daniel Reynolds, Police Chief; Gilbert Crossett, Fire Chief; Tracy Stroup, 1<sup>st</sup> Assistant Fire Chief; Blane Lathrop, DPW Foreman; Christopher Kaiden, Code Enforcement Director; and David Jarrett, Borough Manager.

**Approval of the Minutes** – The minutes of the Borough Council meeting on October 26, 2016 and special meeting on November 3, 2016 were approved as presented.

**Citizens to be Heard** – The following citizens addressed the Borough Council regarding the Valor Street sewer project;

- Sherry Williams – 116 Valor Street – Ms. Williams stated the condition of the roadway and the restoration of the tree line and front yard is unacceptable. Ms. Williams stated that she understands the project is not completed but better restoration of the temporary work is needed.
- Jane Bustin – 114 Valor Street – Ms. Bustin stated that she is concerned with the restoration of the tree line area in front of her home.

Mr. Lathrop explained that the paving restoration had to be completed before the area blacktop plants closed for the season and that modified material was used along the edge of the road because it is better than top soil at this point in the project. Mr. Lathrop also stated that Aqua PA will be completing improvements to the waterline on the street and that it is not practical to do final restoration before that work is completed. Mr. Lathrop stated that he will contact the project inspector and construction foreman and visit the site next week.

**Approval of Bills List** – A motion was made by Mr. Daly and seconded by Mr. Flick to approve the bills list. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Correspondence Report** – There were no questions or comments.

**Finance Report** – There were no questions or comments.

**Adjustment to Agenda Process** – Mr. Farley announced that the Council will move forward with agenda items #11 through #32 and then go back to the Committee and Appointed & Elected Official votes.

**Vote to Approve the 2017 Budget** - A motion was made by Mr. Cerutti and seconded by Mr. Flick to approve the budget. **Under the question:** Mr. Farley announced that this year is the eighth consecutive year without a tax increase.

**Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to adopt Ordinance 923** - A motion was made by Mr. Cerutti and seconded by Mr. Daly to adopt Ordinance 923 establishing the 2017 Tax Rate at 10.37 mills.

**Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to adopt Ordinance 924** – A motion was made by Mr. Flick and seconded by Mr. Osmun to adopt Ordinance 924 amending the Borough’s Civil Service Ordinance.

**Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to approve the request by the Parade Committee for street closures and vending rights for the 2016 Sayre Borough Christmas Parade** – A motion was made by Mr. Daly and seconded by Mr. Flick to approve the request.

**Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; AYE.**

**Vote to approve Pay Application #3 in the amount \$223,992.40 submitted by Vacri Construction Corporation for the Keystone/Valor Infrastructure Project.**

A motion was made by Mr. Daly and seconded by Mrs. Slocum to approve the Pay Application. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to approve Pay Application #2 in the amount of \$73,457.50 submitted by JD Ward & Son for the Island Pond Project.** A motion was made by Mr. Flick and seconded by Mr. Daly to approve the Pay Application.

**Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to hire Craig McCutcheon as a Per Diem Fire Truck Driver effective retroactively November 8, 2016 as recommended by the Public Safety Committee.**

A motion was made by Mr. Flick and seconded by Mr. Daly to approving the hiring of Craig McCutcheon retroactively to November 8, 2016.

**Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to reclassify Gilbert Crossett from Fire Truck Driver – Probationary to Fire Truck Driver Class 4 effective November 16, 2016.** A motion was made by Mr. Osmun and seconded by Mr. Flick to reclassify Gilbert Crossett to Fire Truck Driver Class 4. **Under the question:** Mr. Farley congratulated Mr. Crossett on his promotion. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to reclassify Thomas McCutcheon from Fire Truck Driver – Probationary to Fire Truck Driver Class 4 effective November 16, 2016.** A motion was made by Mr. Daly and seconded by Mr. Osmun to reclassify Thomas McCutcheon to Fire Truck Driver Class 4 effective November 16, 2016. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to advertise the Amendment to Chapter 93 - Garbage, Chapter 111- Nuisances, Chapter 141- Sidewalks, Chapter 153 – Trees, relating to Property Maintenance issues, as recommended by the Administration Committee dealing with Quality of Life issues that are being incorporated into Chapter 134A for more efficient enforcement.** A motion was made by Mr. Cerutti and seconded by Mr. Flick to advertise the Amendment to Chapter 93 - Garbage, Chapter 111- Nuisances, Chapter 141- Sidewalks, Chapter 153. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to advertise Amendment to Chapter 55- Building Construction, Chapter 56- Uniform Construction Code, Chapter 65 – Electrical, Chapter 68 - Energy, Chapter 85 – Fire, Chapter 91 – Fuel Gas, Chapter 104 - Mechanical, Chapter 133 – Plumbing, Chapter 114- Occupations Requiring Permits relating to building construction to utilize the same Borough Appeals Board, as recommended by Administration Committee.** A motion was made by Mr. Osmun and seconded by Mr. Cerutti to advertise Amendment to Chapter 55- Building Construction, Chapter 56- Uniform Construction Code, Chapter 65 – Electrical, Chapter 68 - Energy, Chapter 85 – Fire, Chapter 91 – Fuel Gas, Chapter 104 - Mechanical, Chapter 133 – Plumbing, Chapter 114- Occupations Requiring Permits relating to building construction to utilize the same Borough Appeals Board. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to advertise Amendment to Chapter 1- General Provisions, Article II – Penalties for repetitive violations of certain provisions for more effective enforcement, as recommended by the Administration Committee.** A motion was made by Mr. Flick and seconded by Mr. Daly to advertise Amendment to Chapter 1- General Provisions, Article II – Penalties for repetitive violations of certain provisions for more effective enforcement. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to advertise Amendment to Chapter 134A- Property Maintenance of the Borough Code, as recommended by the Administration Committee dealing with Quality of Life issues.** A motion was made by Mr. Cerutti and seconded by Mr. Daly to advertise Amendment to Chapter 134A- Property Maintenance of the Borough Code. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to approve the agreement with Berkheimer Associates for the collection of the Borough's Local Services Tax as recommended by the Borough Solicitor.** A motion was made by Mr. Flick and seconded by Mr. Osmun to approve the agreement with Berkheimer Associates for the collection of the Borough's Local Services Tax. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to adopt Resolution 2016 – 13 Fire Chief Allowance Policy as recommended by the Public Safety Committee.** A motion was made by Mr. Flick and seconded by Mr. Osmun to adopt Resolution 2016 – 13 Fire Chief Allowance Policy. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to adopt Resolution 2016 – 14 designating Berkheimer Associates as the collector of the Borough's Local Services tax for the period of 2017-2020.** A motion was made by Mr. Flick and seconded by Mr. Daly to adopt Resolution 2016 – 14. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to adopt Resolution 2016 – 15 authorizing Berkheimer Associates to impose costs and fees for the collection of delinquent taxes.** A motion was made by Mr. Osmun and seconded by Mr. Daly to adopt Resolution 2016 – 15. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to adopt Resolution 2016 -16 appointing Berkheimer Associates as the hearing board for tax appeals.** A motion was made by Mr. Daly and seconded by Mr. Osmun to adopt Resolution 2016-16. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to adopt Resolution 2016 – 17 appointing Elizabeth Fice and Kandy Ferguson as the Borough's point of contact for inquires relating to the collection of the Local Services Tax.** A motion was made by Mr. Flick and seconded by Mr. Daly to adopt Resolution 2016-17. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to adopt Resolution 2016 – 18 authorizing the Sayre Borough Code Enforcement Agency permission to solicit bids for the sale of 304 North Thomas Avenue.** A motion was made by Mr. Osmun and seconded by Mr. Daly to adopt Resolution 2016-18. **Under the question:** There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Vote to approve the bid from Schoonover Plumbing & Heating in the amount of \$13,950 for the replacement of the boiler in the Borough Hall.** A motion was made by Mr. Daly and seconded by Mr. Osmun to approve the bid from Schoonover Plumbing & Heating in the amount of \$13,950 for the replacement of the boiler in the Borough Hall. **Under the question:** Mr. Jarrett explained that he was hoping to get through one more winter but the furnace began malfunctioning last week. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, Mr. Cerutti, and Mr. Farley; YES.**

**Committee Minutes** – The following reports were presented;

- ✚ Administration – Mr. Cerutti reviewed the issues that the Committee discussed at their meeting on November 8<sup>th</sup>.
- ✚ Public Works – Mr. Flick reviewed the issues that the Committee discussed at their meeting on November 7<sup>th</sup>.
- ✚ Public Safety – Mr. Daly reviewed the issues that the Committee discussed at their meeting on November 8<sup>th</sup>.
- ✚ Code Enforcement Agency – Mr. Cerutti reviewed the issues that the Agency Board discussed at their meeting on November 8<sup>th</sup>.
- ✚ Planning Commission – Mr. Daly stated that the Commission's next meeting is scheduled on November 29<sup>th</sup> to discuss the sign ordinance.
- ✚ Library Board – Mrs. Slocum reported that the Library Board is continuing to plan for their 2017 fundraiser.

**Elected & Appointed Official's Reports** – The following reports were presented;

- ✚ Police Chief – There were no questions or comments.
- ✚ Borough Manager – There were no questions or comments.
- ✚ Code Enforcement Director – There were no questions or comments.
- ✚ Fire Chief – There were no questions or comments.
- ✚ Valley Joint Sewer Authority – There were no questions or comments.
- ✚ Emergency Management – Mr. Daly explained that he completed the Borough's Levee Emergency Action Plan has been reviewed and approved by the County EMA.

- ✚ Borough Solicitor – Attorney Foster stated that issues he worked on this month were voted on earlier in the meeting.
- ✚ Council President's Report – Mr. Farley reminded everyone that the December Borough Council meeting will be held on Wednesday, December 21, 2016 at 6:00pm.

**Recess** – Mr. Farley recessed the meeting at 6:45pm before going into executive session.

**Executive Session** – The Borough Council went into executive session at 6:45pm to discuss a real estate issue regarding the firehouse project. The executive session ended at 7:20pm.

**Adjourn** – A motion was made by Mr. Daly and seconded by Mrs. Slocum to adjourn the meeting at 7:20pm. There were no objections. Motion Carries.

Respectfully submitted,

David M Jarrett  
Borough Manager / Secretary