

Borough Council Meeting

Minutes - January 25, 2018

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

Official Swearing-In of Sergeant Bruce Hoffman – Mayor Farley administered the oath to Sergeant Bruce Hoffman. Mayor Farley also presented Police Chief Daniel Reynolds with a plaque recognizing Chief Reynolds' thirty (30) years of service to the Borough.

Roll Call – The following members of the Borough Council were present; Eugene Cerutti, Jessie Dekar, Robert Flick, Patrick Gillette, Jason Serfas, Irene Slocum, and James Daly. **Also present;** Henry Farley, Mayor; Gil Crossett, 2nd Assistant Fire Chief; Elizabeth Fice, Borough Treasurer; Jonathan Foster, Jr., Borough Solicitor; Christopher Kaiden, Code Enforcement Director; Blane Lathrop, DPW Foreman; Daniel Reynolds, Police Chief; and David Jarrett, Borough Manager.

Approval of Minutes – The minutes of the Borough Council meeting held on December 20, 2017 and the Borough Council re-organization meeting held on January 2, 2018 were approved as presented.

Citizens To Be Heard – There were none.

Correspondence Report – January 2018 – There were no questions or comments.

Finance Report – December 31, 2018 – There were no questions or comments.

Committee Minutes – There were no questions or comments.

Elected/Appointed Official's Reports – There were no questions or comments.

Consent Agenda – Mr. Daly explained that the items of business and matters listed under the Consent Agenda are considered to be routine and non-controversial and will be enacted by one motion and one roll call vote. Mr. Daly stated that there will be no separate discussion of these items, but if discussion is desired by a Council Member, that item is to be identified and removed from the Consent Agenda, and will be considered separately at the appropriate place on the Agenda.

- a. Approval of Bills List
- b. Approval of 2018 Emergency Telephone Services Agreement with Bradford County
- c. Approval of advertisement for bids for the Diahoga Trail Project
- d. Approval of request for Annual Jean & Pete Memorial 5K & Walk.
- e. Approval of Robert Packer Hospital Auxiliary request to host the 12th Annual Turkey Trot on Thursday, November 22, 2018.
- f. Approval of the Church of Redeemer's request to host their annual Street Faire on Saturday, June 2, 2018.
- g. Approval of Greater Valley Chamber of Commerce's request for use of Howard Elmer Park on Fridays from May 11 thru October 12 for their weekly Farmer's Market.
- h. Approval of annual Island Pond maintenance agreement with Aquatic Environment Consultants



- i. Approval of Guthrie Sports Medicine's request to host the 3^{4th} annual Guthrie Gallop on May 12, 2018.
- j. Adoption of Resolution 2018-01 – Commonwealth Finance Authority Grant Application
- k. Adoption of Resolution 2018-02 – CDBG Certifying Official
- l. Approval of 2018 Council Meeting Schedule.

A motion was made by Mr. Flick and seconded by Mrs. Slocum to approve the items listed on the Consent Agenda. **Under the question:** Mr. Jarrett explained that Item B was not received. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Vote to approve the 2018-2019 Fire Department Officers as presented and recommended by the Public Safety Committee. A motion was made by Mrs. Slocum and seconded by Mr. Gillette to approve the 2018-2019 Fire Department Officers as presented and recommended by the Public Safety Committee. **Under the question:** There were none. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Vote to approve the purchase of a 2007 Chevrolet Dump Truck from Washington Township, York County, Pennsylvania for \$20,000.00 as recommended by the Administration Committee. A motion was made by Mr. Flick and seconded by Mr. Cerutti to approve the purchase of a 2007 Chevrolet Dump Truck from Washington Township, York County, Pennsylvania for \$20,000.00 as recommended by the Administration Committee. **Under the question:** There were none. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Vote to extend an offer of employment to Craig McCutcheon as a full-time Public Works Laborer-Probationary effective February 1, 2018. A motion was made by Mr. Flick and seconded by Mr. Cerutti to extend an offer of employment to Craig McCutcheon as a full-time Public Works Laborer-Probationary effective February 1, 2018. **Under the question:** Mr. Jarrett explained that Mr. McCutcheon previously worked in the Public Works Department as a per diem employee prior to transferring to the Fire Department as per diem fire truck driver. Mr. Flick stated that Mr. McCutcheon is a nice young man and will be a good hire for the Borough. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Vote to re-classify Brandon Fauver from Per Diem Public Works employee to Permanent Part-Time Public Works Employee effective February 1, 2018 at an hourly rate of \$12.75 per hour. A motion was made by Mr. Flick and seconded by Mrs. Slocum to re-classify Brandon Fauver from Per Diem Public Works employee to Permanent Part-Time Public Works Employee effective February 1, 2018 at an hourly rate of \$12.75 per hour. **Under the question:** Mr. Jarrett explained that Mr. Fauver has worked for the Borough for approximately two years and was also interviewed for the full-time position. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**



Vote to reclassify Jeremiah Rogers from Per Diem Fire Truck Driver to Permanent Part-Time Fire Truck Driver at an hourly rate of \$13.39 per hour effective February 1, 2018. A motion was made by Mr. Gillette and seconded by Mrs. Slocum to reclassify Jeremiah Rogers from Per Diem Fire Truck Driver to Permanent Part-Time Fire Truck Driver at an hourly rate of \$13.39 per hour effective February 1, 2018. **Under the question:** Mr. Jarrett explained that Mr. Rogers has been a per diem fire truck driver for the past two years. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Vote to approve agreement with Bradford County for Fiscal Year 2013-14 CDBG Program Administration. A motion was made by Mr. Cerutti and seconded by Mr. Flick to approve agreement with Bradford County for Fiscal Year 2013 and 2014 CDBG Program Administration. **Under the question:** Mr. Jarrett explained that the County Grants office is the administrator of the Borough's CDBG funds for fiscal years 2014-15, 2015-16, and 2016-17 fiscal years and the \$38,000 available in the 2013-14 fiscal year will be allocated to the Higgins/Holly/Tioga Infrastructure Project. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Vote to accept the bid of \$5,000.00 submitted by Duane Struppler for the purchase of 407 North Lehigh Avenue. A motion was made by Mr. Cerutti and seconded by Mrs. Slocum to accept the bid of \$5,000.00 submitted by Duane Struppler for the purchase of 407 North Lehigh Avenue. **Under the question:** Mr. Jarrett explained that the Borough purchased the property last year and paid for the demolition of the house and garage. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Recess – Mr. Daly recessed the meeting at 6:15pm.

Executive Session – The Borough Council went into executive session at 6:18pm to discuss a personnel issue. The session ended at 6:58pm.

Adjourn – A motion was made by Mr. Gillette and seconded by Mr. Flick to adjourn the meeting at 6:58pm.

Respectfully submitted,

David M Jarrett
Borough Manager/Secretary

