

Sayre Borough Council

Minutes – March 31, 2016

Call to Order – Mr. Farley called the meeting to order at 6:00pm and 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, and Henry Farley. **Also present;** Mayor Denny Thomas; Elizabeth Fice, Borough Finance Coordinator; Jonathan Foster, Jr., Borough Solicitor; Christopher Kaiden, Code Enforcement Director; Blane Lathrop, DPW Foreman; Daniel Reynolds, Police Chief; Gil Crossett, Fire Chief; Tracy Stroup, 1st Assistant Fire Chief; and David Jarrett, Borough Manager. **Excused:** Eugene Cerutti.

Approval of Minutes – The minutes of the February 25th Borough Council and March 14th were approved as presented.

Citizens to be Heard – The following individuals addressed the Borough Council;

- Jan Scott, 204 Hayden Street addressed the Borough Council regarding the Planning Commission Alternate Member and explained that the Borough Council will need to adopt a Resolution to appoint the Alternate Member. Mrs. Scott also stated that the Humane Society released a comprehensive handbook on how to deal with feral cats.
- Barbara Ault, 332 West Lockhart Street addressed the Borough Council regarding the expansion of the Residential Parking Zones and stated that the Borough Council should follow through on holding a joint meeting to discuss the parking issues. Mrs. Ault stated that the parking issue has got worse since the Code Officer began enforcing the zoning ordinance and prohibiting individuals from parking in driveways and parking lots.

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

Correspondence Report – There were no questions or comments.

Finance Report – There were no questions or comments.

Committee Minutes – The following minutes were discussed;

Administration – There were no questions or comments.

Public Works – Mr. Flick reviewed the agenda items that the Committee discussed.

Public Safety – Mr. Daly explained that Chief Reynolds provided the Committee with a traffic count report and a copy of the report was included in the distribution packets. There were no questions or comments.

Code Enforcement – There were no questions or comments.

Planning Commission - Mr. Daly explained that the Commission met earlier this week to review an application for the conversion of a single family home to a double family home. The Commission will meet in April to discuss updates to the Borough's sign ordinance.

Library Board – Mr. Farley announced that the Library's annual fund raiser will be on Thursday April 21st.

Elected & Appointed Official's Report

Police Chief – Chief Reynolds reported that the Department is continuing to monitor traffic on North and South Thomas Avenue and in other locations in Sayre and South Waverly. Chief Reynolds also reported that the new patrol car was delivered last week from the dealership. The installation of emergency lights and other equipment will be completed by the end of April.

Borough Manager – Mr. Jarrett explained that the Borough's Patriotic Banner program is going very well and that approximately 60 banners will be installed before the end of April. Mr. Jarrett stated that Ms. Ferguson has done an outstanding job working with the vendor on the project.

Code Enforcement Officer – There were no questions or comments.

Valley Joint Sewer Authority – Mr. Farley announced that the final payment for the upgrade project was issued earlier this month.

Emergency Management – Mr. Daly explained that he is working with Bradford County EMA on providing NIMS training for elected officials.

Borough Solicitor – There were no questions or comments.

Mayor – Mayor Thomas explained that on a recent trip to Indiana he noticed that signs stating that cross traffic do not stop are placed under stop signs at intersections and suggested that a similar sign be placed at the intersections in high traffic areas around the Borough. Mr. Farley asked the Public Safety Committee to review Mayor Thomas' suggestion.

Council President - Mr. Farley asked the Public Safety Committee to review Mayor Thomas' suggestion.

Presentation of Firehouse Committee Report – Mr. Jarrett presented the Committee's report to Mr. Farley and Attorney Foster. Mr. Jarrett explained that the Committee's report addressed the objectives developed by the Borough Council. Mayor Thomas

asked if the report addresses relocating the Administration Office and Code Office to the new building. Mr. Jarrett explained that the Committee did not specifically address relocating the offices, but the Committee does recommend constructing the new building on a piece of property that can accommodate the administration and code offices, the consolidation of J.E. Wheelock Hose Company and apparatus from another municipality into the new building. Mr. Farley assigned the Administration Committee to review the report.

Presentation of Traffic Study Proposals – Mr. Jarrett presented the three traffic study proposals the Borough received, and Mr. Farley assigned the Administration Committee and Public Safety Committee to review the proposals and interview the engineering firms.

Presentation of Letters of Interest - Planning Commission Alternate Member. Mr. Jarrett presented the Borough Council with the letters of interest submitted by three (3) residents for the alternate member on the Planning Commission. Mr. Jarrett explained that letters of interest were submitted by Christopher Bradley, Esq., Jan Scott, and Janice Gardner. Mr. Farley asked Mr. Daly to arrange for the Planning Commission to interview the applicants and make a recommendation to the Borough Council.

Vote to advertise the sale of a 1999 Ford F-550 Dump Truck as recommended by the Public Works Committee. A motion was made by Mr. Osmun and seconded by Mr. Flick to advertise the sale of the vehicle.

Under the question: There were none, and there were no objections.

Vote to authorize the advertisement for bids for the Milltown Pump Station Upgrade Project. A motion was made by Mrs. Slocum and seconded by Mr. Flick to authorize the advertisement for bids. Under the question: There were none, and there were no objections.

Vote to re-appoint Andrew Hickey to the Zoning Hearing Board for a three (3) year term. A motion was made by Mr. Flick and seconded by Mr. Daly to re-appoint Andrew Hickey to the Zoning Hearing Board for a three (3) year term.
Under the question: There were none. **Roll Call: Mr. Daly, Mr. Flick, Mr. Osmun, Mr. Shaw, Mrs. Slocum, and Mr. Farley; YES.**

Adjourn – A motion was made by Mr. Daly and seconded by Mrs. Slocum to adjourn the meeting at 6:28pm. There were no objections.

Respectfully submitted,

David M Jarrett, Borough Manager/Secretary