



## Borough Council Minutes – November 19, 2018

---

**Call to Order** – Mr. Daly 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; Eugene Cerutti, Jessie Dekar, Robert Flick, Patrick Gillette, Irene Slocum, and James Daly. **Excused:** Jason Serfas. **Also present;** Henry Farley, Mayor; Gil Crossett, Fire Chief; Elizabeth Fice, Borough Treasurer; Jonathan Foster, Sr., 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 October Borough Council meeting were approved as presented.

**Citizens To Be Heard** – Robert Warzniak, 504 Stevenson Street asked the Borough Council for permission to place the annual Festivus Tree in Howard Elmer Park. A motion was made by Mrs. Slocum and seconded by Mrs. Dekar to approve Mr. Warzniak's request. There were no objections.

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

**Finance Report** – 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 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. There will be no separate discussion of these items. 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. Mr. Gillette asked that Consent Agenda Item E be removed from the Consent Agenda and voted on separately.

- a. Approval of Bills List
- b. Approval of the hire of Charles Daly of Montrose, Pennsylvania a Per Diem Fire Truck Driver as recommended by the Public Works & Public Safety Committee
- c. Approval of 90 Trial Period restricting parking on Glaser Street near the intersection with Powell Street as recommended by Chief Crossett and the Public Works & Public Safety Committee.

- d. Approval of winter operational hours for the North Thomas Avenue Recycling Center as recommended by the Administration Committee effective November 26, 2018.
- e. ~~Approval of the Memorandum of Understanding between the Borough and Kandy Ferguson as recommended by the Administration Committee.~~
- f. Approval of the Administration Committee's recommendation to begin the process to transition the Code Enforcement Agency employees to become Borough employees by posting the positions in accordance with the Borough's hiring policy.
- g. Approval of Change Order #1 in the amount of \$7,970.75 decreasing the bid submitted by Glenn O. Hawbaker Incorporated for the Diahoga Trail Project as recommended by Eric Casanave, P.E., Project Consultant.
- h. Vote to approve Pay Application #1 in the amount of \$59,975.00 submitted by Glenn O. Hawbaker Incorporated for the Diahoga Trail Project as recommended by CEC project engineer and Eric Casanave, P.E., Project Consultant.
- i. Vote to approve Pay Application #1 in the amount of \$247,703.58 submitted by Glenn O. Hawbaker Incorporated for the 2018 Paving Project.
- j. Vote to approve Pay Application #4 in the amount of \$3,684.00 for the Cayuta Creek Bank Stabilization Project as recommended by Samantha Albert, P.E. Project Engineer.
- k. Approval of 2019 Shelter Agreement with Bradford County Humane Society

**A motion was made by Mr. Flick and seconded by Mrs. Slocum to approve the Consent Agenda Items. Under the question:** There were none. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mrs. Slocum, and Mr. Daly; YES.**

**Vote to approve Memorandum of Understanding between the Borough and Kandy Ferguson as recommended by the Administration Committee.** A motion was made by Mr. Gillette and seconded by Mrs. Slocum to approve the Memorandum of Understanding between the Borough and Kandy Ferguson. **Under the question:** Mr. Gillette explained that a correction is needed under Section 8 – General Conditions – Holidays to clarify that Ms. Ferguson is the Administration Office Coordinator and not the Borough Treasurer. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mrs. Slocum, and Mr. Daly; YES.**

**Vote to adopt the 2019 Budget as recommended by the Administration Committee.** A motion was made by Mr. Cerutti and seconded by Mr. Flick to adopt the 2019 Budget. **Under the question:** There were none. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mrs. Slocum, and Mr. Daly; YES.**

**Vote to adopt Ordinance #946 establishing the 2019 Tax Rate at 10.37 mills as recommended by the Administration Committee.** A motion was made by Mr. Cerutti and seconded by Mrs. Slocum to adopt Ordinance #946. **Under the question:** There were none. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mrs. Slocum, and Mr. Daly; YES.**

**Vote to adopt Ordinance #947 establishing the quarterly sewer fee as recommended by the Administration Committee.** A motion was made by Mr. Flick and seconded by Mrs. Dekar to adopt Ordinance #947. **Under the question:** There were none. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mrs. Slocum, and Mr. Daly; YES.**

**Vote to adopt Ordinance #948 amending Chapter 163-27 Vehicles and Traffic as recommended by the Administration Committee in September.** A motion was made by Mr. Gillette and seconded by Mr. Flick to adopt Ordinance #948. **Under the question:** There were none. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mrs. Slocum, and Mr. Daly; YES.**

**Vote to adopt Ordinance #949 amending Chapter 163-28 Vehicles and Traffic as recommended by the Administration Committee in September.** A motion was made by Mr. Flick and seconded by Mrs. Slocum to adopt Ordinance #949. **Under the question:** There were none. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mrs. Slocum, and Mr. Daly; YES.**

**Vote to adopt Ordinance #950 amending Chapter 163-66 Vehicles and Traffic as recommended by the Administration Committee in September.** A motion was made by Mr. Flick and seconded by Mrs. Dekar to adopt Ordinance #950. **Under the question:** There were none. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mrs. Slocum, and Mr. Daly; YES.**

**Vote to adopt Ordinance #951 amending Chapter 163-82 Vehicles and Traffic as recommended by the Administration Committee in September.** A motion was made by Mrs. Slocum and seconded by Mr. Flick to adopt Ordinance #951. **Under the question:** There were none. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mrs. Slocum, and Mr. Daly; YES.**

**Vote to adopt Ordinance #952 amending Chapter 163-83 Vehicles and Traffic as recommended by the Administration Committee in September.** A motion was made by Mr. Flick and seconded by Mrs. Dekar to adopt Ordinance #952. **Under the question:** There were none. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mrs. Slocum, and Mr. Daly; YES.**

**Vote to adopt Ordinance #953 amending Chapter 163-84 Vehicles and Traffic as recommended by the Administration Committee in September.** A motion was made by Mr. Gillette and seconded by Mr. Flick to adopt Ordinance #953. **Under the question:** There were none. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mrs. Slocum, and Mr. Daly; YES.**

**Vote to adopt Ordinance #954 amending Chapter 163-85 Vehicles and Traffic as recommended by the Administration Committee in September.** A motion was made by Mrs. Slocum and seconded by Mrs. Dekar to adopt Ordinance #954. **Under the question:** There were none. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mrs. Slocum, and Mr. Daly; YES.**

**Recess** – Mr. Daly recessed the meeting at 6:12pm prior to going into Executive Session to discuss personnel issues and a real estate issue.

**Executive Session** - The Borough Council went into Executive Session at 6:20pm. The session ended at 7:11pm.

**Termination of Employment** – A motion was made by Mrs. Slocum and seconded by Mr. Flick to terminate Thomas McCutcheon Jr. effective immediately. **Under the question:** There were none. **Roll Call: Mr. Cerutti, Mr. Flick, Mr. Gillette, Mrs. Slocum, and Mr. Daly; YES. Abstain: Mrs. Dekar.**

**Re-Classification of Employment** – A motion was made by Mr. Gillette and seconded by Mr. Flick to re-classify the employment status of Jeremiah Rogers from Permanent Part-Time Fire Truck Driver to Temporary Full-Time Fire Truck Driver at the Probationary Hourly Rate as stipulated in the Collective Bargaining Agreement. **Under the question:** There were none. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mrs. Slocum, and Mr. Daly; YES.**

**Certification of Civil Service List** – A motion was made by Mrs. Slocum and seconded by Mrs. Dekar to certify the Civil Service List prepared by the Civil Service Commission for the position of Patrol Officer Probationary. **Under the question:** There were none. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mrs. Slocum, and Mr. Daly; YES.**

**Adjourn** – A motion was made by Mr. Gillette and seconded by Mrs. Dekar to adjourn the meeting at 7:15pm

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'DJ', with a long horizontal flourish extending to the right.

David M. Jarrett  
Borough Secretary