

Borough Council

February 26, 2020

Call to Order – Mr. Daly called the meeting to order at 6:00pm, and Mrs. Slocum led the Pledge of Allegiance & offered the Meeting Prayer.

Roll Call – The following members of the Borough Council were present; Cori Belles, Jessie Dekar, Jessica Meyer, Jason Serfas, Irene Slocum, and James Daly. **Also present;** Henry Farley, Mayor; Gil Crossett, Assistant Fire Chief; Elizabeth Fice, Borough Treasurer; Blane Lathrop, DPW Foreman; Daniel Reynolds, Police Chief; and David Jarrett, Borough Manager.

Excused: Patrick Gillette.

Approval of Minutes – The minutes of the Borough Council Meeting held on January 29, 2020 and Borough Council Workshop Meeting held on February 10, 2020 were approved as presented.

Citizens To Be Heard – The following individuals addressed the Borough Council;

Donald Hunsinger of 140 Bradford Street asked if Guthrie was required to complete an impact study for the new daycare facility. Mr. Hunsinger stated that residents near the project site should be made aware of the potential impact that the daycare will have on neighborhood such as traffic flow. Mr. Daly explained that the project was reviewed by the Borough's Planning Commission and the Bradford County Planning Commission and that an impact study is not a requirement. Mr. Daly stated that Guthrie was only required to relocate the parking lot exit to North Elmer Avenue and that the change was made.

Mayor Farley informed the Borough Council that he attended a meeting hosted by the Bradford County YMCA to discuss the possibility of developing a YMCA location in the Valley area.

Mayor Farley stated that he invited the YMCA representatives to Borough Council workshop meeting on March 9th to discuss the organization's interest.

Correspondence Report – There were no questions or comments.

Finance Report – There were no questions or comments.

Approval of Bills List – A motion was made by Mrs. Slocum and seconded by Mrs. Dekar to approve the bills list. **Under the question:** There were none. **Roll Call: Mrs. Belles, Mrs. Dekar, Miss Meyer, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Vote to grant final approval of the Guthrie Daycare Project - A motion was made by Mrs. Slocum and seconded by Mrs. Belles to grant final approval for the Guthrie Daycare Project. **Under the question:** There were none. **Roll Call: Mrs. Belles, Mrs. Dekar, Miss Meyer, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

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.

- A. Approval of the request from the Greater Valley Chamber of Commerce to use Howard Elmer Park for the Friday Farmer’s Market with the stipulation that alcohol cannot be consumed in the park without the approval of the Borough Council.
- B. Approval of proposal submitted by SRF Associates to complete a 24 hour speed and vehicle machine count on Bradford Street and complete a 24 hour speed and vehicle machine count on South Wilbur Avenue at a cost of \$500.00 for each street.
- C. Approval of the proposals submitted by Kuharchik Construction for routine preventative maintenance and emergency response for the Borough’s traffic signals.
- D. Approval of Conference Attendance Request for the annual PA-GFOA Conference in State College in April.
- E. Approval of the Memorandum of Understanding between the Borough and Bradford County Conservation District.
- F. Approve the promotion of Thomas Zebrowski from Patrol Officer-Probationary to Patrol Officer I effective February 1, 2020.

A motion was made by Mrs. Dekar and seconded by Miss Meyer to approve the consent agenda items. **Under the question:** There were none. **Roll Call: Mrs. Belles, Mrs. Dekar, Miss Meyer, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Vote to approve the agreement with Erb Inspection Services to provide commercial inspection services as the Borough’s third party inspector. A motion was made by Mrs. Slocum and seconded by Mrs. Dekar to approve the agreement with Erb Inspection Services to provide commercial inspection services as the Borough’s third party inspector. **Under the question:** Mr. Jarrett explained that the agreement is for three (3) years with a renewal option for the fourth and fifth year. Mrs. Belles asked if there was a termination clause in the contract, and Mr. Jarrett stated that there was. **Roll Call: Mrs. Belles, Mrs. Dekar, Miss Meyer, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

New Business - Mr. Daly stated that there was one additional item of new business which was the allocation of \$4,000 to assist with the demolition of the former Shoe Doctor building on West Lockhart Street. A motion was made by Mrs. Slocum and seconded by Mr. Serfas to allocate \$4,000 to assist with the demolition of the former Shoe Doctor building on West Lockhart Street. **Under the question:** There were none. **Roll Call: Mrs. Belles, Mrs. Dekar, Miss Meyer, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Employee Recognition - Mr. Daly and Mayor Farley presented Patrol Officer Steven Burlingame on behalf of the Borough Council with a plaque recognizing his 25 years of service with the Police Department. Mayor Farley acknowledged the positive impact that Officer Burlingame has made as the Borough's D.A.R.E officer since the program was established by the Borough and that several hundred students have graduated from the D.A.R.E program. Mr. Daly and Mayor Farley also presented Borough Treasurer Elizabeth Fice with a plaque recognizing her 30 years of service with the Borough. Mayor Farley acknowledged Ms. Fice's hard work with keeping the Borough in sound financial shape.

Adjourn - A motion was made by Mrs. Dekar and seconded by Mrs. Slocum to adjourn the meeting at 6:14pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'D. Jarrett', written in a cursive style.

David M. Jarrett
Borough Manager/Secretary