

Borough Council

Minutes – January 29, 2020

Call to Order - Mr. Daly called the meeting to order at 6:00pm and Mr. Gillette offered the meeting prayer and led the Pledge of Allegiance.

Roll Call – The following members of the Borough Council were present; Cori Belles, Jessie Dekar, Patrick Gillette, Jessica Meyer, Jason Serfas, Irene Slocum, and James Daly. **Also present;** Henry Farley, Mayor; Gil Crossett, Fire Chief; Elizabeth Fice, Borough Treasurer, Christopher Kaiden, Code Enforcement Director; Blane Lathrop, DPW Foreman, Robert Repasky, Assistant Fire Chief; Daniel Reynolds, Police Chief; Patrol Sgt. Bruce Hoffman; and David Jarrett, Borough Manager.

Approval of Minutes – The minutes of the following meetings were approved as presented and placed on file;

- December 18, 2019 – Borough Council Regular Meeting
- January 6, 2020 - Borough Council Re-Organization Meeting
- January 20, 2020 – Borough Council Workshop

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

- Debra Landy, 741 South Main Street, Athens, PA – Mrs. Landy addressed the Borough Council regarding her interest in submitting an entry for the HGTV Hometown Makeover contest and explained that the winner of the contest would receive funds to improve their building, home, or community park. Mrs. Landy explained that entry in the contest is free and that photographs and a short video would need to be included with the application. Mrs. Landy stated that she might base the contest entry on a Desmond Street building that the owner plans to renovate into a yoga studio or Island Pond. **A motion was made by Mr. Gillette and seconded by Miss Meyer to support Mrs. Landy’s application to the contest. There were no objections.**

Correspondence Report – There were no questions or comments.

Finance Report – There were no questions or comments.

Elected & Appointed Official’s Reports – There were no questions or comments.

- Mr. Daly stated that the ICS-402 course that is offered by FEMA has not been scheduled as of yet for Bradford County.

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

Consent Agenda – Mr. Daly explained that 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. 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. Authorize the Borough's Engineer to prepare and submit the required paperwork to PennDOT for participation in Department's cost sharing program for the replacement of manholes on Mohawk Street and Spring Street.
- b. Approve the re-appointment of James Crease to the Civil Service Commission for a six year term.
- c. Approve the re-appointment of James Shaw to the Civil Service Commission for a six year term.
- d. Approve the re-appointment of Rosanne McClary to the Planning Commission for a four year term.
- e. Approve the re-appointment of Cyril Morris to the Zoning Hearing Board for a three year term.
- f. Approve the re-appointment of Andrew Hickey to the Zoning Hearing Board for a three year term.
- g. Approve the re-appointment of David Jarrett as the Borough's voting delegate on the Bradford County Earned Income Tax Commission.
- h. Approve the re-appointment of Kandy Ferguson as the Borough's first alternate voting delegate on the Bradford County Earned Income Tax Commission.
- i. Approve the re-appointment of Elizabeth Fice as the Borough's second alternate voting delegate on the Bradford County Earned Income Tax Commission.
- j. Approve the membership of the Borough in the Public Employee Relations Advisory Services (PERLAS).
- k. Approve the Conference Attendance Request for the 2020 PELRAS Conference.
- l. Approve the proposal submitted by Kai Pan Consulting for the upgrade the Public Works Department's computers at a cost of \$3,787.00.
- m. Approve the proposal submitted by Stephenson Equipment for the repair of the Borough's 2014 JCB Backhoe at a cost of \$2,800.00
- n. Approval of the 2020 Fire Department Officer's list.
- o. Approval of the formation of a truck committee consisting of the following members of the Sayre Fire Department

Robert Repasky	Gil Crossett	Blane Lathrop
Jason Phillips	Fran Webb	Wayne Lantz
- p. Approval of the park use requests with the stipulation that alcohol not be consumed on Borough property.
- q. Approval of 2020 Island Pond Treatment Agreement with Aquatic Environment Consultants in the amount of \$2,554.00.

Mr. Gillette asked that Item P be removed from the Consent Agenda for further discussion.

A motion was made by Mrs. Belles and seconded by Mrs. Slocum to approve the items listed on the Consent Agenda with the exception of Item P as presented. **Under the question:** There were none.

Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Gillette, Miss Meyer, Mr. Serfas, Mrs. Slocum, and Mr. Daly.

Vote to approve the demolition of 209 South Elmer Avenue as recommended by the Sayre Borough Planning Commission.

A motion was made by Mr. Gillette and seconded by Mrs. Slocum to approve the demolition of 209 South Elmer Avenue as recommended by the Sayre Borough Planning Commission. **Under the question:** Mr. Daly explained the location of the property and stated that property owner is responsible asbestos abatement and taking the appropriate steps to complete the abatement process. **Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Gillette, Miss Meyer, Mr. Serfas, Mrs. Slocum, and Mr. Daly.**

Vote to approve the demolition of 221-221½ South Elmer Avenue as recommended by the Sayre Borough Planning Commission.

A motion was made by Mrs. Slocum and seconded by Mrs. Dekar to approve the demolition of 221-221½ as recommended by the Sayre Borough Planning Commission. **Under the question:** Mr. Daly explained the location of the property. **Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Gillette, Miss Meyer, Mr. Serfas, Mrs. Slocum, and Mr. Daly.**

Public Hearing – Guthrie Clinic Daycare Project

Mr. Daly announced that an application has been filed by The Guthrie Clinic requesting a Use Variance for the Medical Campus to allow a Day Care under Sayre Borough Zoning Ordinance to allow a use not prohibited in the District. The subject property is situated at 1000 N. Elmer Avenue (Tax Parcel No. 34-007.05-0110002), and is in a Medical Campus MCC zoning district. Mr. Daly asked if there were any public comments about the request.

The following individuals addressed the Borough Council regarding the proposed project;

- Travis Vogel, Guthrie Project Manager provided an overview of the project which includes the construction of 15,200 daycare facility, and that there would be outside play area that is fenced in on the North Elmer Avenue property. Mr. Vogel explained that the entrance to the parking area would be located on North Elmer Avenue and the vehicles would exit on Bradford Street. Mr. Vogel stated that the reasoning behind the separate exit and entrance was to accommodate bus traffic during drop off and pick up times and that as many as three traffic flow options were considered during the design process. Mr. Vogel stated that the Bradford Street exit was located at the center of the property which offered better line of sight for motorists. Mr. Vogel stated that the daycare center's hours of operation would be 6:00am to 6:00pm Monday through Friday. Mr. Vogel stated that the project was presented to the Bradford County Planning Commission who granted Conditional Approval contingent upon the Borough approving the project.
- Paul Satterly, 132 Bradford Street stated that his concern with project is that the exit from the parking area would increase traffic on Bradford Street.
- Thomas Hunsinger, 140 Bradford Street stated that there needs to be a study of the traffic on Bradford Street because his vehicles have been hit.
- Joy Hunsinger, 140 Bradford Street asked why residents were not informed about the project until earlier this week and Mr. Kaiden stated that the Planning Commission meeting was advertised in the newspaper.

- Dan Satterly, Bressler Street in Athens Township stated that his mother lives on Bradford Street and that the proposed exit would be directly across from her house and he asked how the elevation of the property would be adjusted. Mr. Vogel responded that a new sidewalk will be installed along the property on North Elmer Avenue and Bradford Street but that curbing would not be included to help drainage.
- Mr. Kaiden explained that the current speed limit on Bradford Street is 25mph and that the proposed exit provides a clear line of sight between the intersection with North Elmer Avenue and railroad crossing. Mr. Kaiden stated that he reviewed the location of the proposed exit with Officer Steve Burlingame who is the Borough's accident reconstruction officer and he did not see a safety issue with the location of the exit.
- Mrs. Dekar asked if a traffic study was completed to determine the placement of the exit on Bradford Street, and Mr. Vogel stated that Guthrie did not do a traffic study. Mrs. Dekar also asked if the exit and entrance could be relocated.
- Mrs. Belles asked if the issue was the daycare center or the traffic, and Mrs. Hunsinger stated that she did not have an issue with daycare center being built on the property but that vehicles drive too fast on Bradford Street.
- Miss Meyer asked for a clarification of the driveway location on Elmer, and Mr. Vogel stated that it would be across the street from the personal care home.
- Mr. Gillette stated that he was concerned with the exit being proposed on Bradford Street because of traffic and parking on Bradford Street, and Mr. Vogel stated that the project was designed to be in compliance with the Borough's code regulations.
- Mr. Serfas asked if it would be possible to flip the locations of the entrance and exit to enter on Bradford Street and exit on North Elmer Avenue. Mr. Serfas stated that having traffic enter from Bradford Street would slow down motorists. Mr. Serfas also asked how long it could take to complete a traffic study, and Mr. Jarrett stated that the quickest a study could be done would be 30 days weather permitting.

Vote to approve / deny a Conditional Approval for the Guthrie Clinic Day Care to be located at 1000 North Elmer Avenue as recommended by the Sayre Borough Planning Commission pending the approval of the Bradford County Planning Commission and the Pennsylvania Department of Environmental Protection. A motion was made by Mr. Gillette and seconded by Mrs. Meyer to postpone action on the Conditional Approval until the completion of a traffic study on Bradford Street by the Borough. Mr. Serfas asked how long it would take to complete the study, and Mr. Jarrett stated that it could take thirty (30) days in a best case scenario but more likely take longer due to the weather. Mayor Farley and Mr. Jarrett both stated that the traffic study would be skewed because traffic on Bradford Street will increase in the future as a result of the PA 199 project, and Mr. Jarrett suggested that the Conditional Approval be granted with the stipulation that the entrance and exit be located on North Elmer Avenue. *Mr. Gillette amended his original motion and Miss Meyer amended her second to grant the Conditional Approval for the Guthrie Clinic Day Care with the stipulation that the entrance and exit be located on North Elmer Avenue.* **Under the question:** Chief Reynolds was asked to install the Borough's speed device on Bradford

Street to get some preliminary numbers on traffic volume and speeds. **Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Gillette, Miss Meyer, Mr. Serfas, Mrs. Slocum, and Mr. Daly.**

Recess – Mr. Daly recessed the meeting at 6:38pm prior to going into executive session.

Executive Session – The Borough Council went into executive session at 6:55pm to discuss a personnel issue in the Police Department. The session ended at 7:00pm.

Per Diem Patrol Officer – Chief Reynolds explained that one of the Borough's per diem patrol officers will be leaving for the Pennsylvania State Police Academy in February and that he would like to hire Seth Murrelle to replace that officer. Chief Reynolds stated that Mr. Murrelle graduated from college with a degree in Criminal Justice and recently completed the Pennsylvania Municipal Police Officer Act 120 course. Sgt. Hoffman explained that Mr. Murrelle completed an internship with the Department in 2017. A motion was made by Mrs. Slocum and seconded by Mrs. Dekar to hire Seth Murrelle as a per diem patrol officer.

Under the question: There were none. **Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Gillette, Miss Meyer, Mr. Serfas, Mrs. Slocum, and Mr. Daly.**

Adjourn – A motion was made by Mrs. Slocum and seconded by Mrs. Dekar to adjourn the meeting at 7:03pm. There were no objections.

Respectfully Submitted,



David M. Jarrett
Borough Manager/Secretary