

Sayre Borough Council

Minutes – December 19, 2018

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

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, Fire Chief; Elizabeth Fice, Borough Treasurer; Blane Lathrop, DPW Foreman; Daniel Reynolds, Police Chief; and David Jarrett, Borough Manager.

Approval of Minutes – November 19, 2018 – The minutes of the November Borough Council meeting were approved as presented.

Citizens to be Heard – There were no citizens to be heard.

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

Finance Report – November 30, 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 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, and 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. *Item K was removed from the consent agenda for further discussion.*

- a. Approval of Bills List
- b. Approval of extension of 90 Day Trial Parking Restriction on Linden Street
- c. Approval of extension of 90 Day Trial Parking Restriction on North Thomas Avenue
- d. Approval of 2019 Council Meeting Schedule
- e. Approval of agreement with APPI to shop for an electricity provider.
- f. Approval of Professional Engineering Services Proposal submitted by Stiffler-McGraw for CDBG projects.
- g. Approval of Conference Attendance Request – Basic School Resource Officer Training
- h. Approval of Conference Attendance Request – New York State Tactical EMS Expo
- i. Approval of Conference Attendance Request – Active Shooter Threat Training Program
- j. Approval of Sayre-Athens Lions Club Request to use Riverfront Park for a circus
- k. ~~Approval of proposal submitted by Jamie Westbrook of Athens, PA for the purchase of the remaining parking meters for \$1,000.00.~~
- l. Approval of request from Howard Elmer Hose Company for use of Riverfront Park June 29-30, 2019
- m. Authorize Council President & Vice President to sign checks through December 31, 2018

A motion was made by Mrs. Slocum and seconded by Mrs. Dekar to approve the consent agenda items excluding Item K. **Under the question:** There were no questions or comments. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Vote to appoint Christopher Kaiden as Sayre Borough Code Enforcement Officer effective January 1, 2019. A motion was made by Mr. Cerutti and seconded by Mr. Flick to appoint Christopher Kaiden as Sayre Borough Code Enforcement Officer effective January 1, 2019. **Under the question:** There were no questions or comments. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Vote to appoint Kathy Joyce as Sayre Borough Code Office Coordinator effective January 1, 2019. A motion was made by Mr. Cerutti and seconded by Mrs. Slocum to appoint Kathy Joyce as Sayre Borough Code Office Coordinator. **Under the question:** There were no questions or comments. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Vote to approve Pay Application #2 in the amount of \$30,816.00 submitted by Glenn O. Hawbaker for work completed in conjunction with the Diahoga Trail Project. A motion was made by Mr. Gillette and seconded by Mrs. Slocum to approve Pay Application #2 in the amount of \$30,816.00 submitted by Glenn O. Hawbaker for work completed in conjunction with the Diahoga Trail Project. **Under the question:** Mr. Jarrett explained that the project has shut down for the winter and that an extension on the grant deadline was granted by PA-DCNR. The grant will now expire on June 30, 2019. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Vote to approve Pay Application #5 in the amount of \$25,548.56 submitted by Glenn O. Hawbaker for work completed in conjunction with the Cayuta Creek Bank Stabilization Project. A motion was made by Mr. Flick and seconded by Mrs. Dekar to approve Pay Application #5 in the amount of \$25,548.56 submitted by Glenn O. Hawbaker for work completed in conjunction with the Cayuta Creek Bank Stabilization Project. **Under the question:** Mr. Jarrett explained that this is the final pay application for the project. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Announcement – Mr. Daly – Mr. Daly announced that the Borough received a sub-division request for a property located on Cayuta Street owned by Theodore & Laurie Skerpon and that the request was forwarded to the Bradford County Planning Commission for their review.

Recess – Mr. Daly recessed the meeting at 6:07pm prior to going into executive session to discuss personnel issues.

Executive Session – The Borough Council went into executive session at 6:20pm to discuss personnel issues. The session ended at 7:05pm.

Vote to Re-Appoint David Jarrett to the Valley Joint Sewer Authority Board – A motion was made by Mr. Gillette and seconded by Mrs. Dekar to reappoint David Jarrett to the Valley Joint Sewer Authority for a term of five (5) years. **Under the question:** There were no questions or comments. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Vote to approve the sale of eighty-eight (88) parking meters to Jamie Westbrook of Athens, Pennsylvania for \$999.99. A motion was made by Mrs. Dekar and seconded by Mrs. Slocum to approve the sale of eighty-eight (88) parking meters to Jamie Westbrook of Athens, Pennsylvania for \$999.99. **Under the question:** There were no questions or comments. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Vote to authorize the Police Chief to register Officer Sean Flynn and Officer Travis Snyder for the Basic School Resource Officer Training Course. A motion was made by Mr. Flick and seconded by Mrs. Dekar to authorize the Police Chief to register Officer Sean Flynn and Officer Travis Snyder for the Basic School Resource Officer Training Course. **Under the question:** There were no questions or comments. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; YES.**

Vote to advertise an ordinance approving the Articles of Incorporation of the Valley Joint Sewer Authority to extend the life of the Authority for fifty (50) years. A motion was made by Mrs. Slocum and seconded by Mr. Gillette to advertise an ordinance approving the Articles of Incorporation of the Valley Joint Sewer Authority to extend the life of the Authority for fifty (50) years. Under the question: There were no questions or comments. **Roll Call: Mr. Cerutti, Mrs. Dekar, Mr. Flick, Mr. Gillette, Mr. Serfas, Mrs. Slocum, and Mr. Daly; AYE.**

Adjourn – A motion was made by Mr. Gillette and seconded by Mrs. Dekar to adjourn the meeting at 7:10pm. There were no objections.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'DJ', is positioned above the typed name of David Jarrett.

David Jarrett
Borough Secretary/Manager