

BOROUGH OF SLATINGTON

The **Finance Planning/Zoning, Public Safety and Human/Community Services Committee Workshop Meetings** were held on **August 27, 2018** in Council Room, 125 South Walnut Street, Slatington, PA 18080.

The meeting was called to order by President Stevens at 6:30 PM with the following in attendance:

<u>PRESENT</u>	<u>ABSENT</u>	<u>OTHERS PRESENT</u>	<u>VISITORS</u>
Daniel Stevens			Joe Wechsler Jason Nicholas
Jason Ruff			Robert Stettner Ed Ziegler
Thomas Bartholomew			Jeff Hausman
David Schnaars			

PUBLIC COMMENT: NONE

FINANCE/PLANNING/ZONING

Thomas Bartholomew – Chairman; Members: David Schnaars, Jason Ruff

1. Committee Member Discussion:

- a. Councilor Bartholomew presented the committee with a list of changes concerning the inspection ordinance. The committee discussed the suggestions for proposed changes to the inspection ordinance. Part A – changes to rental inspection ordinances: eliminate the pre-inspection for the sale of properties; reduce the inspection fee to \$35.00, which would include one free courtesy correction inspection and \$15.00 for inspections for up to one year. Inspection application will have clear language stating the inspection will have to occur within 90-days of payment date and be completed before a new tenant moves in – Councilor Ruff feels it is not necessary for an inspection to be done each time a new tenant moves in. He thought an inspection would cover a longer length of time. The onus is on the property owner to setup and accomplish the inspection with the office; all contact information, rules, reference codes, and fines, will be printed on the inspection application; it was suggested that if the code enforcer is stood up for an inspection, the property owner would have to pay a small re-schedule fee for \$15.00; a courtesy form letter will be sent 14-days prior to expiration of an inspection application which has a 90-day expiration – this would be a policy, not in the ordinance – tabled; inspection expected to be accomplished prior to tenant placement, if this code is violated, penalty to be decided; property owner, or appointed representative, must accompany inspector during the inspection; previous fines must be paid prior to the receipt of an occupancy permit. Part B – borough wide inspections: This applies only to all the property owners that are not in compliance with part A.- rental units within the borough must be inspected not less than every three years. Councilor Bartholomew has suggested through newsletters is to encourage property owners to comply with Part A. Councilor Schnaars suggested, to keep it simple, would be to start 3-year rotation inspections.
- b. President Stevens asked the committee to review the Brown & Brown preliminary commercial insurance renewal information. Councilor Schnaars pointed out some names that are listed on the driver schedule no longer work for the borough. Jason Nicholas will review the equipment schedule. Councilor Bartholomew will review and revise for next committee meeting.

- c. President Stevens presented a new copier lease quote which expires November 3, 2018. The quote includes the purchase price and lease price. Maintenance will be billed quarterly. To be placed on the regular council agenda.

There were no questions from the committee members; the Finance Committee Meeting was adjourned.

PUBLIC SAFETY

David Schnaars-Chairman; Members: Thomas Bartholomew, Jason Ruff

1. Committee Member Discussion

Jeffrey Hausman informed the committee the roof at the fire company is leaking and asked what was the status for repairs. President Stevens informed him that Joel Alpha will be working at other properties and could take a look at their roof. Jeff stated there are high weeds on one side of the building towards the trail. Jeff informed the committee they are getting a quote for the AD needed replacement for the police and fire departments, garage door opener replacement which is budgeted for next year; ladder truck delayed on coming back.

Councilor Schnaars read a letter from the Vigilant Fire Company thanking the Borough Council for allowing Robert Herzog to do the painting of the fire company exterior doors and garage door. Councilor Schnaars recommends the letter to be placed in Robert Herzog's personnel file.

Councilor Ruff, wanted to go on record, stating that he is getting tired of talking about grass cutting. There is a list of duties that are done automatically by the maintenance crew and should not require a work order. Councilor Schnaars feels there are not enough crew members to complete all the work. However, President Stevens informed the committee the maintenance crew were offered to hire another person when Mr. Wassum had left, but did not want us to hire another person. The committee had previously discussed hiring an outside source to maintain grass cutting and weeding, without affecting the Union contract. The council must meet with the Union before this can occur.

There were no questions from the committee members; the Public Safety Committee Meeting was adjourned.

HUMAN/COMMUNITY SERVICES

Jason Ruff – Chairman; Members: David Schnaars, Thomas Bartholomew

1. Committee Member Discussion

- a. The committee discussed the dead trees that need replacing on Main Street. Councilor Ruff will ask John Bolton for the list of trees that were originally placed, and ask Mike Kukitz for names of landscapers. This is to be placed on the regular council agenda.
- b. Lehigh Valley Active Life letter dated August 17, 2018, requesting financial support for a grant of \$750.00 for 2019. No action was taken.
- c. Welcome to Slatington sign lighting project. Councilor Ruff read paragraph 3 from Robert Stettner stating, the Borough of Slatington has given us permission to proceed with the project. They are the entity that PPL will ultimately deal with as far as the installation and monthly billing. Councilor Ruff requested clarity as to who is responsible for installation and electricity. The Borough will assume the responsibility of the electricity only. Northern

Lehigh Future Focus is responsible for the installation. The Borough will assume the monthly bills for the electricity. Councilor Ruff will compose a letter to Robert Stettner stating there is a guarantee the area will be returned to good condition after installation and also the area will have perpetual maintenance.

Councilor Ruff asked the committee if they have a problem with Mike Kukitz working with the Eagle Scouts up at Victory Park to complete projects, such as sanding and repainting picnic tables. The committee had no problem, but would like to be kept informed on the projects. This is to be placed on the regular council agenda for approval.

Councilor Ruff mentioned the bathroom doors are locked at Victory Park during the day. He is requesting a solution to having the bathroom doors unlocked in the morning and locked at night. Councilor Schnaars informed the committee the maintenance crew used to open them up in the morning and the police would lock the doors at night. He suggested this procedure be reinstated, but have the police open and close. He will discuss this with the police. The other issue Councilor Ruff inquired is who would maintain the cleaning of the bathrooms. Councilor Ruff will ask if Linda Nails would be able to do them.

Councilor Schnaars asked if the bike repair station could be painted. Councilor Ruff will look in to it.

Councilor Ruff was requested by Mike Kukitz to mention the community center public meeting on September 20th, 2018, at 6:30 pm at the Northern Lehigh Administrative building and would like as many councilor representatives as possible.

Councilor Bartholomew asked if the siren meter is gone. Councilor Schnaars informed him the meter may still be there, but the power has been disconnected.

There were no questions from the committee members; the Human Community Services Committee Meeting was adjourned.

PUBLIC COMMENT: None

INFORMATIONAL ITEMS: None

EXECUTIVE SESSION: None

Councilor Schnaars made a motion, duly seconded by, Councilor Bartholomew to adjourn. Being no further business, President Stevens made a motion to adjourn at 8:15 P.M.

Colleen Bresnak
Assistant Borough Secretary