

BOROUGH OF SLATINGTON

The Regular Meeting of Council was held on Monday, February 10, 2014 at 7:00 P.M. in Council Chambers, 125 S. Walnut Street, Slatington, PA 18080.

Presiding: Daniel Stevens: President of Council

Recording Secretary: Gwyneth Neff, Council Vice-President

The meeting was called to order by President Stevens at 7:00 P.M. with the following in attendance:

ROLL CALL:

<u>PRESENT</u>	<u>ABSENT</u>	<u>OTHERS PRESENT</u>	<u>VISITORS</u>
Jon Rinker		Mayor Niedermeyer	Robert Stettner Sharon Stanley
Bob Steets		Ed Healy	William Stein Ron Scheffler
Bryon Reed		Larry Turoscy	Kris Burek Carol Gildner
Daniel Stevens		Dave Rachman	Melvin Gildner George Moyer
David Schnaars			Ed Ziegler
Gwyneth Neff			
Galen Freed- 8:10p.m.			

EXECUTIVE SESSION – None at the present time

President Stevens noted that the Resolution pertaining to “Rules and Regulations of Good Conduct” are posted on the wall, to either turn off their cell phones or silence them, and he also reminded everyone about the procedure for signing in for attendance and for addressing the Council. He then clarified the following: when a motion and a second is on the floor and he asks for questions, this request pertains only to Council; there are no questions accepted when a motion is being considered. Any questions on the agenda items may be made during the Visitors Section. The only exception is when any items which are not on the agenda on which action is taken.

MINUTES OF PREVIOUS MEETINGS –Councilor Schnaars made a motion seconded by Councilor Reed to approve the following sets of minutes as amended: Council Meeting January 13, 2014; Workshop Meetings, January 20 and January 27, 2014 and Re-Organization Meeting January 6, 2014. President Stevens declared the motion passed following a Voice Vote, 6 Ayes, No Nays

You will have five minutes to address Council from the podium. If you reach the five minute limit, you will be given thirty seconds to conclude your remarks. The five minutes applies to your time at the podium. If you exit the podium, you have yielded the floor, and any time you have remaining.

COURTESY OF THE FLOOR (Agenda and Non-Agenda items)

George Moyer, 251 Main St – said that it was discussed at the last Committee Meeting about advertising for Borough Manager and he was wondering if they were going to discuss it tonight and if so, can you let the public know what is involved before a vote it taken? Councilor Rinker said that is what we intend on doing.

Ron Scheffler, 1335 Oakhurst Drive- said that he was appalled by the news letter that was sent out. Mr. Scheffler read the section that was submitted by the Zoning Officer and the Ordinance Enforcement Officer. He brought in some photos to show Council some of the problem areas in town. Mr. Scheffler asked if Council had a 5 year game plan on the sewer plant renovations.

Councilor Rinker noted that the news letter was sent out so that people will get their properties in order.

Melvin Gildner, 528 Pine Street- Mr. Gildner said he has some questions on the news letter that was sent out to all of the residents in town. He asked besides Mr. Dellecker and Councilor Schnaars who helped with the news letter. Councilor Schnaars said that the office staff organized it. Councilor Neff asked Mr. Gildner what he was trying to get at by asking. Councilor Steets asked if there was something wrong that he's asking; Mr. Gildner said no. He went over how Linda Nails cites properties for infractions and others are ignored. President Stevens said most of her citations are complaint driven. Mr. Gildner said he doesn't believe that Linda Nails is qualified for the position, and that she does not tell the truth all the time on all matters. He also told Councilor Rinker that two of his neighbors were unable to get the asking price for their properties because of the condition of his property. Councilor Rinker said he observed Mr. Gildner blowing his snow into the street after it was plowed, Councilor Rinker noted that "people in glass houses shouldn't throw stones".

REPORTS

The reports of various committees, officials and officers are on file in Borough Hall and are available for public inspection.

APPROVAL OF ACCOUNTS PAYABLE/TRANSFER

Councilor Steets made a motion seconded by Councilor Schnaars to approve payment of the Bills and transfers as presented by the Treasurer. President Stevens declared the motion passed following a Roll Call, voting as follows:

<u>ROLL CALL</u>	<u>AYES</u>	<u>NAYS</u>
	Daniel Stevens	None
	Gwyneth Neff	
	Bryon Reed	Bob Steets
	David Schnaars	
	Jon Rinker	

MAYORS/POLICE CHIEF'S REMARKS

Mayor Niedermeyer noted that most of the meetings were canceled because of the cold weather. He said he worked on citizens complaints.

Chief Rachman said that there are applications for the citizen's police academy. He said that this is the first time the Lehigh County Chief of Police Association will be sponsoring it. He said if you look at the flyer it is \$50.00 to enroll, and it is one night a week for 12 weeks. There are applications available in the police department. He said he placed the order for the new cruiser on January 21, he said that he left a message for our representative and he hasn't hear back from him. He said that he wanted to address that it was implied that the order was placed incorrectly, he said that this was not a closed bid process 3 of the dealerships have costars contracts which are with the state of Pennsylvania. He added they are under the amount needed for the bidding process.

STANDING COMMITTEES

B. Public Safety

1. Desks for the Police Department- Councilor Rinker made a motion second by Councilor Schnaars to purchase 5 desks for the police department with the cost not to exceed \$2,942.00 plus shipping and handling. President Stevens declared the motion passed following a Roll Call, voting as follows:

<u>ROLL CALL</u>	<u>AYES</u>	<u>NAYS</u>
	Daniel Stevens	None
	Gwyneth Neff	

Bryon Reed David Schnaars
Bob Steets
Jon Rinker

2. Resolution R-02-14- Councilor Rinker made a motion second by Councilor Schnaars to adopt the 2013 Lehigh County Hazard Mitigation Plan. President Stevens noted that the County sent us this Resolution and we are required to adopt it. President Stevens declared the motion passed following a Roll Call, voting as follows:

ROLL CALL	<u>AYES</u>	<u>NAYS</u>
Daniel Stevens	Gwyneth Neff	None
Bryon Reed	David Schnaars	
Bob Steets		
Jon Rinker		

3. Resignation from part-time police officer Matthew Houser- Councilor Rinker made a motion second by Councilor Schnaars to accept the resignation from Matthew Houser with regrets. . President Stevens declared the motion passed following a Voice Vote, 6 Ayes, No Nays
4. Resolution R-04-14- Councilor Rinker made a motion second by Councilor Schnaars to adopt the latest Emergency Operations Plan for the Borough of Slatington, Lehigh County. President Stevens declared the motion passed following a Voice Vote, 6 Ayes, No Nays.
5. Police Retirement Plan- Councilor Rinker said that he would like to table this until after the executive session.

C. Human/Community Services

1. Request from NL Elementary- Councilor Schnaars said he was in contact with them and they assured him that they will clean up after the event is over, he said that the powder that is used is easily cleaned up with leaf blowers. Councilor Schnaars made a motion second by Councilor Rinker to approve the request from the Northern Lehigh Elementary PTO to hold a Color Run on May 17, 2014. President Stevens declared the motion passed following a Voice Vote, 6 Ayes, No Nays.
2. Running of the Dawgs- Councilor Schnaars said that the Educational Foundation is running their annual event Running of the Dawgs on June 7, 2014. They are asking for permission to advertise the same way they did last year along with permission to use the streets. Councilor Schnaars made a motion second by Vice President Neff to grant them permission to hang their banners and to use the streets. President Stevens declared the motion passed following a Voice Vote, 6 Ayes, No Nays.
3. Restoration of Truckers Monument- President Stevens said that the state will be re-painting it. Councilor Schnaars noted that they are assuring us that it will be done before August.

D. Finance-

1. Resolution R-01-14- Vice President Neff made a motion second by Councilor Reed to accept Resolution R-01-14 appointing Campbell Rappold and Yurasits as the

Auditor for the year 2014. President Stevens declared the motion passed following a Roll Call, voting as follows:

ROLL CALL	<u>AYES</u>	<u>NAYS</u>	
	Daniel Stevens	Gwyneth Neff	None
	Bryon Reed	David Schnaars	
	Bob Steets		
	Jon Rinker		

2. Resolution- R-03-14- Vice President Neff made a motion second by Councilor Schnaars to accept Resolution R-03-14 appointing persons to transact and sign documents and to obtain any and all information relative to Slatington Borough Accounts with Wells Fargo Advisors. President Stevens declared the motion passed following a Roll Call, voting as follows:

ROLL CALL	<u>AYES</u>	<u>NAYS</u>	
	Daniel Stevens	Gwyneth Neff	None
	Bryon Reed	David Schnaars	
	Bob Steets		
	Jon Rinker		

3. State Wide Tax Recovery to collect the delinquent 2013 Per Capita Taxes- Vice President Neff made a motion second by Councilor Rinker to authorize State Wide Tax Recovery to collect our delinquent 2013 Per Capita Taxes; Vice President Neff noted that nothing has changed from last year we are just authorizing them to continue. President Stevens declared the motion passed following a Roll Call, voting as follows:

ROLL CALL	<u>AYES</u>	<u>NAYS</u>	
	Daniel Stevens	Gwyneth Neff	None
	Bryon Reed	David Schnaars	
	Bob Steets		
	Jon Rinker		

4. Reaffirmation of the Borough Manager job description and to advertise the position- Councilor Schnaars asked to table this until after executive session.

E. Sewer/Solid Waste

1. Authority Bills- Councilor Steets made a motion seconded by Councilor Reed to authorize the affirmation of the Authority's Transfer request in the amount of \$3,352.16; request as listed: Steckel & Stopp – (December) \$1,895.40, Rettew-\$888.76, Joan Cheesbrough- (December Minutes) \$250.00 and The Times News \$318.00. President Stevens declared the motion passed following a Roll Call, voting as follows:

ROLL CALL	<u>AYES</u>	<u>NAYS</u>	
	Daniel Stevens	Jon Rinker	
	Bob Steets	Bryon Reed	
	David Schnaars		
	Gwyneth Neff		

2. Repairs to the Cannon Mixer and pipe- Councilor Steets said we have snow and ice all over the place, which is the reason for the delay on the repairs. He said that there is a bit of a concern on how to seal the lid, do we want to glue it shut or put a rubber seal around it. He said that he got word this month that the concrete lid has lifted and that it is documented. He thinks it's more logical to go with the rubber seal rather than the glue. Councilor Reed said it really hard to believe for how much this lid weighs that it can

actually move like that. Attorney Healy asked Councilor Steets to share all the information that he has with the Authority.

3. Sludge heater circulating pump- Councilor Steets said that he has been informed that this pump has been in for a number of years and the pump was never supported, and it actually cut the metal. He said when they installed the new pump and, set it on a piece of bar so now it is more secure. Councilor Reed asked if we received a bill on that yet; Councilor Steets said no.
4. Cannon Mixer quotes- Councilor Steets said that we have 3 quotes to have the cannon mixer installed he read them as follows: Flow Data- \$9,437.50, Bell View- \$9,000.00 and Crystal Spring Electric- \$11,900.00. Councilor Steets noted that it will cost more for Bell View because they may have to alter things which are an additional charge; they also want a release of liability signed by every person on Council. Councilor Reed noted that Flow Data specializes in sewer plants and they will also bring in a methane detector. Councilor Reed added that the Committee suggested that we go with Flow Data for the cost of \$9437.50. Councilor Steets made a motion second by Councilor Reed to have Flow Data Industries install the Cannon Mixer at the sewer plant in the amount of \$9,437.50. President Stevens declared the motion passed following a Roll Call, voting as follows:

ROLL CALL	<u>AYES</u>	<u>NAYS</u>
	Daniel Stevens	Gwyneth Neff
	Bryon Reed	David Schnaars
	Bob Steets	
	Jon Rinker	

F. Water/Special Sewer Committee

1. Water was tested and found safe for human consumption

Councilor Reed noted that there was a water main break on Shadow Oaks Lane, and that street is going to eventually need a new water line. Councilor Schnaars asked how much it was going to cost. Councilor Schnaars said that we currently have 14 patches on that line. Councilor Reed said that there hasn't been that many in the last 7 years.

G. Slatington Sesquicentennial Committee

1. Announcement: Future Focus has received a grant to help out with the 150th Celebration; they have received a quality of life grant from Lehigh County in the amount of \$2,000. This will be used toward the history book, and the production of the parade and the block party. Councilor Schnaars said he would like to thank them.

A. Highway

1. Small Dump- Councilor Reed noted that we are looking into purchasing a new small dump, and there is no update at this time.
2. Donation from the Woman's Club- Councilor Reed noted that we received a generous donation from to Woman's Club in the amount of \$150.00 to purchase 6 new flags for Main Street. Councilor Reed said we would like to thank them for this donation.

3. Agreement with Sal's Pizza- Councilor Reed said we have a current agreement with Sal's Pizza to let them rent a section on Railroad Street to use it for part of his parking lot. He is asking for us to remove the section where we can terminate the lease with a 30 day written notice and he would also like to pay for 10 years. Councilor Reed said that he has done well with maintaining the property. Attorney Healy said since it is longer than 3 years we would have to record the lease agreement. Mr. Buffa spoke to Council regarding the agreement and noted that if he would sell the property he would like if the agreement were transferable. A discussion took place. Council tabled this until after executive session.
4. MS4 Permit-the office inspection will be on February 25, 2014 at 1:00 at Northampton Community College. President Stevens noted that Alan Ringer will be attending along with a representative from the Borough.
5. 2013 & 2014 CDBG- it's hard at this point to get someone out to survey the job site with all of this snow. President Stevens noted that we need to move on this. Councilor Freed made a motion second by Councilor Reed to hire URDC for the 2014 CDBG and the cost not to exceed \$1,500.00 President Stevens declared the motion passed following a Roll Call, voting as follows:

ROLL CALL	<u>AYES</u>	<u>NAYS</u>
	Daniel Stevens	Gwyneth Neff
	Bryon Reed	David Schnaars
	Bob Steets	Galen Freed
	Jon Rinker	
		None

EXECUTIVE SESSION – President Stevens recessed the Regular Meeting at 8:20 and called for an Executive Session. At 10:56 P.M. he reconvened the Regular Meeting. In executive session matters of real estate, personnel and legal issues were discussed.

UNFINISHED BUSINESS-

Councilor Schnaars noted that they reviewed the job description for the Borough Manager position and noted the following corrections: Councilor Schnaars noted that President Stevens left the room because he may be interested in the Borough Manager position.

#31 Person should have a working familiarity with the current supported versions of windows and with Microsoft Office products.

#33 This person will also be the Open Records Officer for the Borough.

Councilor Schnaars made a motion second by Councilor Steets to accept the amended Borough Manager job description. Vice President Neff declared the motion passed following a Voice Vote, 6 Ayes, No Nays.

Councilor Schnaars made a motion second by Councilor Steets that we begin to advertise this position with the basic requirements that the person have a college degree in administration or engineering or equivalent experience and that they are familiar with municipal requirements and note that municipal experience will be a plus. He added that we advertise in the Morning call, Times News, PA Borough Association Magazine, township news and that notification be sent to various colleges in the area, with a deadline of April 30, 2014. Vice President Neff declared the motion passed following a Voice Vote, 5 Ayes, 1 Nay.

Councilor Reed noted that we were unable to read the meters this quarter because of the snow and ice. He added that John Bolton suggested that we estimate the bills this quarter. A discussion took place on reading the water meters.

At 11:12 p.m. Councilor Neff made a motion to adjourn the meeting.

Karen Gill
Assistant Borough Secretary