

November 20, 2017

The regular meeting of Lehighon Borough Council was held in the municipal building on Monday, November 20, 2017. The meeting was called to order at 7 PM by Pres. Grant Hunsicker. Members in attendance were: Lisa Perry, Jarod McEvoy, Joe Flickinger, Helen Torok, Scott Rehrig, Darryl Arner and Jr. Councilor Addison Howland.

Officials in attendance were: Borough Manager Nicole Beckett, Borough Secretary Brenda Kreitz, Solicitor James Nanovic, Borough Engineer Bruce Steigerwalt, Mayor Tom Mase, Police Chief Brian Biechy and Fire Chief Patrick Mriss.

Pledge of Allegiance

Moment of silence for the Passing of Judge Lavelle

HEARING OF PERSONS PRESENT

Mr. Ed Conarty of 235 Coal Street wanted to question council about 110 North 3<sup>rd</sup> Street. He brought up points he made in 2010 about the square footage of the room and leases, etc. that he felt were not correct.

APPROVAL OF MINUTES

Regular Meeting of October 23, 2017

Councilors Rehrig/Perry made the motions to approve and all were in favor with no questions or objections

NEW BUSINESS

Motion to accept resignation letters from Alton Steigerwalt from Planning Commission and Sewer Authority

Councilors Arner/Rehrig made the motions to accept and all were in favor with no question or objections.

Motion to accept Ryan Saunders resignation from Zoning Hearing Board effective December 30, 2017

Councilors Rehrig/Flickinger made the motions to accept and all were in favor with no questions or objections.

Motion to appoint Brian Rubin to the Lehighon Water Authority at their request

This is to fill the unexpired term of Carlos Teets.

Councilors Flickinger/Arner made the motions to appoint and all were in favor with no questions or objections

Motion to appoint Tanner Eckman as Deputy EMC

Councilor Flickinger said Tanner has the basic training for the position.

Councilors Perry/Flickinger made the motions to appoint and all were in favor with no questions or objections.

Motion to approve payment request from Unity Engineers, LLC (Metro-Tek)

Councilors Flickinger/Perry made the motions to approve the request and all were in favor with no questions or objections.

Motion to advertise the 2018 Meeting Dates

Councilors Rehrig/Perry made the motions to advertise and all were in favor with no questions or objections.

Motion to approve the 2018 Pool Flyer

Councilors Rehrig/Perry made the motions to approve and all were in favor with no questions or objections.

Motion to appoint Kris Kunkle to Lehighton Sewer Authority

Councilors Rehrig/Perry made the motions to appoint and all were in favor with no questions or objections.

Motion to approve part-time employee list for the winter recreation program

Councilors Perry/Rehrig made the motions to approve and all were in favor with no questions or objections.

Motion to approve free parking in the downtown until the end of the year

Councilors Arner/Flickinger made the motions to approve and all were in favor with no questions or objections.

Motion to approve Payment Application #1 for Ashtown Drive Bridge Project in the amount of \$77,580 pending all certifications

Councilor Rehrig asked Bruce if he check on this project and Nicole said Bruce has nothing to do with this one. The engineer signed off on the AIA. She is waiting on some paperwork, certifications on concrete samples. She is working on this with them. Basically just concrete certs are needed for PennDOT to sign off on things.

Councilors Rehrig/Flickinger made the motions to approve payment when the certifications are finalized and all were in favor with no questions or objections.

Motion to accept Clark Ritter's resignation from the Zoning Hearing Board effective December 31, 2017

Councilors Perry/Flickinger made the motions to accept and all were in favor with no questions or objections.

Motion to approve Change Order #1 for the Iron/Bridge Street Circuit Upgrade Project extending final completion date by five days due to inclement weather

Councilors Flickinger/Perry made the motions to approve and all were in favor with no questions or objections.

Discussion/Action of Letter of Interest from Robert Mesko for the Civil Service Commission (Term ending 2021)

Councilors Rehrig/Perry made the motions to appoint and all were in favor with no questions or objections.

Discussion/Action on advertisement for hiring of crossing guards

Chief Biechy said they are short crossing guards and they are looking for permission to advertise. The department is covering the shifts for now when they can. The school put out a school wide call to get the word out. The police department put it on their Facebook page and website but no one has any interest so they want to try advertising.

Councilors Rehrig/Perry made the motions to advertise and all were in favor with no questions or objections.

Discussion on the proposal to provide traffic engineering services for Sgt. Stanley Hoffman Boulevard, Lehigh Drive and Main Lane

Nicole said she did solicit 5 engineering firms and only received one back in the amount \$15,500. That would be phase one for the study. They laid out the scope of work well and that can be looked at for the 2018 budget.

Councilors Rehrig/McEvoy made the motions to accept the proposal and all were in favor with no questions or objections.

Discussion on PennDOT Inspection Reports for SR 209 Signs on Sgt. Stanley Hoffman Boulevard

Nicole said a letter was received from PennDOT regarding the deficiencies of the signs on Sgt. Stanley Hoffman Blvd. She did follow up and will see if BIA can include this in the scope of work of the bypass and make a recommendation of what to do with the signs. We can make them smaller but we are responsible for them. This is an FYI for now to make council aware.

Discussion on "No Parking" ordinance on Bridge Street between 2<sup>nd</sup> and 3<sup>rd</sup> Streets

Councilor Perry said she asked to have this on the agenda. Her neighbor's cars have been hit at least 14 times since they live there. Only half stop and report it. Sometimes it's minor like a side view mirror but after 14 times enough is enough. It is not a wide street. She was looking to see if we could discuss limiting the parking to only one side of the street. Part of it is because we are starting to see more 18 wheelers come through and buses.

Councilor Perry feels once the 443 project starts we are going to have more and more vehicles on Bridge Street. Only 3 to 4 cars park on that side of the street.

Discussion on the 2018 Proposed Budget

Nicole said she has set up 2 budget meetings for November 29<sup>th</sup> and December 5<sup>th</sup> at 5:30. She is aware that some council members are not available on the 29<sup>th</sup> but hopes to have a quorum. If council has any questions they should contact her to discuss and she will provide a draft of the other funds along with a more detailed budget memo for the upcoming meetings.

Motion to approve the 2017 Audit Engagement Letter with Hutchinson, Gillahan & Freeh, Inc.

Councilors Rehrig/Flickinger made the motions to approve and all were in favor with no questions or objections.

Motion to Approve Utility Engineers, PC. Proposal for design for SR 443, Section 02S in the amount of \$52,695 and pursue cost sharing agreement with PennDOT

Councilors Arner/Flickinger made the motions to approve and all were in favor with no questions or objections.

Motion to adopt Resolution R019-2017 authorizing the submission of the 75/25 Cost Sharing Agreement with PennDOT for the relocation of electric facility for the SR443 Roadway Improvement Project

Councilors Arner/Flickinger made the motions to approve and all were in favor with no questions or objections.

Discussion on resubmission of FEMA Grant Application for replacement of 1989 Ladder and 1994 Pumper for NFPA Complaint Quint

Chief Mriss said they received the denial letter from FEMA AFT grant saying their application didn't fall under their scope this year. He said Nicole, Mike Mriss and himself sat through a webinar with the grant administrator for the project and learned a few things. They funded more 30 year old apparatus this past year. We are hoping that number will come down and that we will get closer to the number each year they fund. We are talking about a \$1 million piece of apparatus that we will have to match with 5%. In his eyes it is a no brainer to reapply with the burden on the borough only being \$50,000 to replace this piece of apparatus.

Councilors Rehrig/Perry made the motions to approve and all were in favor with no questions or objections.

Motion to change 5% penalty on electric, sewer, and garbage accounts and have future rates set by resolution (ordinance to be amended)

Nicole said through the utility software transition we had put a hold on penalties but have now collected all the delinquent penalties that were outstanding. In turn in reviewing our ordinances we discovered some of the rates needed to be updated. We are recommending updating all the ordinances to a 5% penalty and have future rates set by resolution so we do not have to update the ordinance.

Councilors Arner/Flickinger made the motions to approve and all were in favor with no questions or objections.

Motion to advertise the 1997 Bucket Truck for bid

Nicole said this is the truck that has been shifted back and forth between Light & Power and Public Works. Public Works doesn't have a use for this truck. At this point we are recommending advertising it for bid.

Councilors Arner/Flickinger made the motions to approve and all were in favor with no questions or objections.

Motion to approve Parks & Recreation holding Heritage Weekend Friday, July 6, 0218

Councilors Arner/Flickinger made the motions to approve and all were in favor with no questions or objections.

Motion to approve Parks & recreation holding the 3<sup>rd</sup> Annual Christmas Tree Lighting Sunday, December 2, 2018

Councilors Arner/Flickinger made the motions to approve and all were in favor with no questions or objections.

#### Unfinished Business

None

#### Borough Manager

Council received her report. Councilor Flickinger asked if the Blakeslee Commons project is finished out now. Nicole said no. She and Bruce are meeting tomorrow to go over the outstanding Land Development items. Bruce said we need to get proof that the Conservation District has their notice of termination for the NPDES permit and we need final as-built drawings. We have a partial showing just the storm sewer but we need the drawings showing water, sewer, gas, landscaping and some other details on the detention pond that they have down there.

#### Borough Engineer

Bruce said he is putting the finishing touches on the surveys for the properties at Summit Avenue and Ridge Alley and also 1<sup>st</sup> & Carbon Streets.

#### Police

Nothing.

#### Mayor

He attended the dedication at the Veteran's Memorial Park on November 11, 0217. He also had a proclamation done recognizing Lisa Perry being chosen as the 2017 Carbon Chamber and Economic Development Young Professional of the year. He asked for a round of applause for her accomplishment.

Fire Chief

Nothing.

President of Council

Nothing.

Solicitor

Nothing.

Treasurer

Additional bills totaling \$34,595.59. Councilors Rehrig/Flickinger made the motions to approve and all were in favor with no questions or objections.

Committee Reports

Finance and Administration – Darryl Arner, Chair; Lisa Perry, Co-Chair – Nothing.

Streets, Buildings and Codes – Joe Flickinger, Chair; Darryl Arner, Co-Chair – Nothing.

Police, Fire and Safety – Scott Rehrig, Chair; Jared McEvoy, Co-Chair – Nothing.

Light & Power Committee – Helen Torok, Chair; Joe Flickinger, Co-Chair – Nothing.

Sewer Committee – Lisa Perry, Chair; Helen Torok, Co-Chair – Nothing.

Public Works & Recreation – Jared McEvoy, Chair; Scott Rehrig, Co-Chair – Jared wished everyone a Happy Thanksgiving.

Acceptance of Officials Reports

Councilors Flickinger/Perry made the motions to accept the official's reports as presented and all were in favor with no questions or objections.

Acceptance of Accounts Payable

Councilors Arner/Perry made the motions to accept the accounts payable and all were in favor with no questions or objections.

Motion to go into Executive Session for Personnel

Councilors Perry/McEvoy at 7:38p.m.

Motion to go back into Regular Session

Councilors Flickinger/McEvoy at 7:42 p.m.

Action on Items from Executive Session

None

Motion to Adjourn the Meeting

Councilors Rehrig/McEvoy at 7:43 p.m.

Brenda L. Kreitz  
Borough Secretary