

November 19, 2018

The regular meeting of Lehighon Borough Council was held in the municipal building on Monday, November 19, 2018. The meeting was called to order at 7 PM by Pres. Grant Hunsicker. Members in attendance were: Lisa Perry, Jared McEvoy, Autumn Abelovsky, Ryan Saunders, Jr. Councilor Addison Howland, and Jr. Mayors Brady Stubits, Kaden Walck, Sebastian Warner, and Trevor Roth. Absent: Councilors Arner and Flickinger and L&P Superintendent Lonny Armbruster.

Officials in attendance were: Borough Manager Nicole Beckett, Solicitor James Nanovic, Borough Engineer Bruce Steigerwalt, Mayor Clark Ritter, Police Chief Brian Biechy, Fire Chief Patrick Mriss, Public Works Superintendent Kris Kunkle and Recreation Director Tom Evans. Borough Secretary Brenda Kreitz was sent home sick.

Pledge of Allegiance

HEARING OF PERSONS PRESENT

None.

APPROVAL OF MINUTES

Regular Meeting of October 22, 2018

Councilors Perry/Saunders made the motion to approve the minutes with the correction and all were in favor with no questions or objections.

NEW BUSINESS

Motion to appoint Ryan Saunders to the Parks & Recreation Board

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

Motion to approve the 2018 Audit Engagement Letter with Hutchinson, Gillahan & Freeh, P.C.

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

Motion to advertise Ordinance 649-2018 vacating a portion of Lentz Avenue

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

Motion to approve participation and \$15,000 grant match for the PCCD Body Worn Camera Implementation and Expansion Program

Chief Biechy said he brought to council's attention months ago that this grant was out there and council directed him to look into it. We have now been initially selected to continue. The next step is to fill out a formal application. They are hoping to have the program and funding up and running by January 2019.

Chief Biechy said the cost is so high because they initially allowed him to include costs already spent for the startup of the program which is what the body worn camera system is for the department. He was allowed to incorporate some of the cost of the server which is ours. Since it is a startup they allowed him to put in half the cost into the cost of the body cams. To get enough cameras for everyone in the department the cost would be \$15,000 and our half match would be \$7,500. We will get half the cost of the server.

Councilors Abelovsky/Saunders made the motion to approve the grant match and all were in favor with no questions or objections.

Discussion/Action on the proposal to provide traffic engineering services for the No Left Turn Restriction Study for 9th & Union Streets

Nicole said she did send out an RFP and received 1 proposal back for \$5,500 from Barry Isett & Associates Traffic Department.

Councilor McEvoy asked if PennBid was used and told no by the borough manager.

Chief Biechy said he is still getting complaints on the turning lanes. Councilor Abelovsky said one thing the study asks for is crash data and Brian said he doesn't have any. He's not sure if it is because the sign was up and that helped or not.

Councilor Saunders asked if someone could be at that intersection directing traffic when school is letting out. Brian said not really because they are at their crossing guard sections and at 9th & Mahoning so the buses can get through to keep their schedules.

Brian isn't sure that manning the intersection when school is going in and letting out of session would be enough because there are so many afterschool events that go on.

Councilors Perry/Abelovsky made the motion to have BIA do the study and all were in favor with no objections. The solicitor had a question. The study is for no left turn. What if they come back and say no left turn but no going straight either. Are you going to tell them to monitor both? It makes no sense to have people go straight if you can't make a left. It should be right turn only or keep it as it is. Nicole said BIA should be looking at the entire intersection and she will clarify that.

Councilor Abelovsky said she doesn't feel this is solely a borough issue but a school district issue also. Motion carried.

Consideration on approval of the two year lease with Representative Doyle Heffley

Mr. Evans said Rep. Heffley said he could only go up 4% which would raise him to \$11.75/sq. ft. Tom said the average is \$16/sq. ft. which includes all utilities.

Councilor Saunders said it should be even across the board. In good conscience we can't sit here and play favorites. Councilor Abelovsky said she agrees but does not want Rep. Heffley to leave because he does provide a great service to our residents.

Tom asked what council would do if Head Start comes back and asks for a rent reduction because of it.

Nicole said if council chooses to not proceed with the lease Rep. Heffley did suggest a month to month.

Councilors Perry/Saunders made the motion to not approve the lease and all were not in favor. Roll call: Yes – Councilors Saunders, Perry, McEvoy; No – Councilors Abelovsky, Hunsicker. Motion to not renew the two-year lease carried.

Councilor Saunders/McEvoy made the motions to keep negotiating with Rep. Heffley and offer a rate of \$13.50/sq. ft. on a month to month basis until a long term lease is reached and all were not in favor. Roll call: Yes – Councilors Saunders, Perry, McEvoy, Hunsicker; No – Councilor Abelovsky. Motion carried.

Action from the Planning Commission on Bennett 443 Land Development and Subdivision

Bruce stated that at the last Planning Commission meeting there was a request for 2 waivers. On the land development plan they are requesting a waiver for Section 3.208 Table 1 and Section 3.607 for sidewalk and curbing because that will be done as part of the PennDOT 443 Widening Project and the Planning Commission agreed.

Bruce stated that the other waiver is for a SALDO section pertaining to subdivision and street vacation plan. SALDO Section 4.301b regarding plan sheet size. The plans were submitted on a sheet size larger than the SALDO requirement and planning was ok with that.

Councilors Abelovsky/Perry made the motion to grant the two waivers and all were in favor with no questions or objections.

Presentation/Discussion on the Main Street Specialist Report for the Downtown Revitalization Visit

Nicole said the borough received the report last Thursday from Theresa Lynch. The report outlines the background and components of the visit and the next steps for the steering committee. At this point Nicole needs approval to proceed with the distribution and formation of the active main street steering committee as recommended if we are interested in moving forward.

Councilors Saunders/McEvoy made the motion to approve moving forward with the recommendations and all were in favor with no questions or objections.

Approval of Keystone Grant Agreement for the Leighton Area Memorial Library Addition

Nicole said the agreement would be in the name of the borough. She met with Melissa Hawk on how everything will work. The library will provide the bridge funding.

Councilors Perry/Abelovsky made the motion to approve the agreement and all were in favor with no questions or objections.

Motion to approve General Fund Records Destruction List

Councilors Perry/Saunders made the motion to approve the list and all were in favor with no questions or objections.

Initial presentation of the 2019 budget

Nicole said this is an initial presentation and she has budget meetings scheduled for November 28th and December 6th. If there any questions prior to those meeting please contact her to discuss.

Motion to appoint Jared McEvoy to the Parks & Recreation Committee

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

Unfinished Business

Continued discussion on sidewalk ordinance

Nicole provided council with the current ordinance along with samples of other municipalities' ordinances to look over.

Council asked to have this item returned to the agenda with specifications and standards provided.

Councilor Saunders/Perry made the motions to table this item until full council is present to decide what to do and how we want to proceed and all were in favor with no questions or objections.

Consideration on Resolution R-22-2018 approving the PMEA proposed bylaw amendments, strategic plan and dues structure of the PMEA and appointment of voting delegate and alternate delegates

Nicole said PMEA provided all the information for you to look over. We are paying about \$1,100 in dues not which will go up to \$5 per meter which totals about \$14,000 a year for dues. We will have legal assistance, a full time director, public outreach, association assistance and direct services. Nicole will gladly have David Woglom from PMEA come and address council.

Councilors Perry/Saunders made the motions to table this item until the December meeting and all were in favor with no questions or objections.

Nicole suggested that if council wanted a PMEA representative attend a council meeting to discuss the benefits of approving the resolution to let her know sooner than later.

Officials Reports

Borough Manager

Nicole provided her monthly report. The bulk of the work has been on the budget.

Borough Engineer

Nothing.

Mayor

Snow Emergency Routes

Mayor Ritter said back in June he asked to have wording put in to the Snow Emergency Ordinance. Right now it states that you need snow tires or chains to be on a snow emergency route during a snow emergency but there is no reference to parking. The mayor's request back then was to add "No Parking" into the ordinance but it just kinda died was never brought up again.

Nicole said it didn't die. It was to go to the committee to talk it over because we were looking at changing numerous things in the ordinance. Not just the parking.

The mayor said Councilor Flickinger brought up all-weather tires so there was no need to change that and it was put to rest. Nicole said it wasn't just the snow emergency routes though. There was discussion on odd/even parking, changing the structure and if we were going to make changes to make them all at once. It costs roughly \$500 to amend the ordinance so it is better to do all of it at once.

The mayor said odd/even parking is not going to work. He doesn't think 2nd Street from Ochre to Iron needs to be a snow emergency route. It's wide enough.

Autumn suggested having the entire ordinance gone over and change anything that needs to be changed instead of changing parts here and there. The mayor said he met with Brian, Kris and Brenda to go over the snow emergency routes and the best we came up with was 2nd Street.

Mayor Ritter handed out certificates of completion for the Jr. Mayor program to Virginia Perez, Addison Simon and Olivia Rottweiler.

Police

Brian said had a quick follow up to the PCCD grant. He will eventually link the police website to the borough website. There are some requirements on their SOP's need to be on there for public inspection.

They are doing "No Shave November." This will go until December 1st and the money collected will go to a local family.

He also has an item for executive session.

Fire Chief

Patrick said the American Test Center was in last week to do inspection of the ground ladders and aerial device. Some deficiencies were noted. He just got the report. Anyone wishing to see it can contact him to do so.

Light & Power Superintendent

Absent.

Public Works Superintendent

Kris said they had to put new floors in 2 of their trucks due to rust. He asked L&P department if he could store a piece of equipment in one of their facilities again this year and Kris was declined. Kris asked Bruce if it would be possible to store the equipment in a Mahoning Twp. building and they agreed but need a release of liability drawn up. Kris just needs to get some of the equipment covered up. The street sweeper would be stored in Mahoning for about 3 to 4 months.

Councilor Perry said she has a problem with L&P department not being able to store it in one of their buildings. Kris said apparently last year Public Works was given permission to do just that but when the superintendent came back in January he gave the assistant superintendent a lot of flak for allowing Public Works to do that. Councilor Perry said if there is enough room to store it at an L&P building it should be stored there instead of out of town just because the superintendent of L&P doesn't want someone else's equipment in his building. She will contact Barry and see what kind of room is available.

Recreation Director

Nothing.

President of Council

Nothing.

Solicitor

Nothing.

Treasurer

Additional bills totaling \$31,431.35. Nicole said we had to do a budget transfer of \$160,000 so that will need to be ratified and to make a motion to transfer the rest of the budgetary transfer from L&P Fund to General Fund by years end as needed. Also our interim audit will begin tomorrow.

Committee Reports

Finance and Administration – Councilor Perry stated that they will meet with Nicole to go over the budget.

Economic Development, Buildings & Codes – Councilor Abelovsky stated that Joe wanted her to extend his thanks to Bruce and Tim for their continued work on the zoning map. This will help make it easier for the commercial development of Stanley Hoffman Boulevard.

Police, Fire & Safety – Nothing.

Light & Power Committee – Nothing.

Sewer Committee – Nothing.

Streets, Public Works & Recreation – Nothing.

Acceptance of Officials Reports

Councilors Perry/Saunders 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 Saunders/Abelovsky made the motions to accept the accounts payable plus the additional list of bills and \$930,000 budgetary transfer as presented and all were in favor with no questions or objections.

Motion to go into Executive Session for Personnel

Councilors Saunders/McEvoy requested to go into executive session for personnel and real estate at 8:10 p.m.

Motion to go back into Regular Session

Councilors Saunders/Perry made the motions to back into regular session at 8:35 p.m.

Action on Items from Executive Session

Motion to hire Steve Klotz and Zack Klotz as part-time public works laborers as needed

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

Motion to proceed with the Hutta proposal for the removal of the basement bathrooms in borough hall in the amount of \$8,700 and all were in favor with no questions or objections.

Councilors Perry/Saunders made the motions to proceed with the Hutta proposal and all were in favor with no questions or objections.

Motion to Adjourn the Meeting

Councilors Saunders/McEvoy made the motions to adjourn the meeting at 8:42 PM and all were in favor. Meeting adjourned.

Brenda L. Kreitz
Borough Secretary