

Summit Hill Borough Council
January 4, 2010, 7:00 p.m. Borough Hall

The reorganization meeting of the Summit Hill Borough Council was held at the above time and place with Mayor Paul McArdle presiding.

Roll Call- Joseph Weber, John O’Gurek, Harry Miller, Ken Boyd, Michael Alabovitz, Bill Chapman, Michael Kokinda, Solicitor Joe Matika and Mayor Paul McArdle were all in attendance.

Mayor Paul McArdle asked for nominations for President of Council. **Motion was made by John O’Gurek and second by Ken Boyd to reappoint Joe Weber as Summit Hill Borough Council President for the year 2010.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Mayor McArdle turned the meeting over to President Joe Weber.

President Joe Weber then asked for nominations for Vice-President of Council. **Motion was made by Ken Boyd and second by Michael Alabovitz to appoint John O’Gurek as Summit Hill Council Vice-President for the year 2010.** The motion was opened to the floor for comment; none made.

Yearly Appointments

1. **Motion was made by Ken Boyd and second by John O’Gurek to appoint Mike Kokinda as the President Pro Tem who presides over Council when both the President and Vice-President are absent.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
2. **Motion was made by John O’Gurek and second by Harry Miller to appoint Kira Michalik as the Borough Secretary, Treasurer, Garbage Fee Collector, Administrative Officer for the Police and Borough Pension Funds, Administrative Officer for the Borough’s CDBG and Home Grant Coordinator and Recycling Grant Coordinator.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
3. **Motion was made by Michael Alabovitz and second by Mike Kokinda to set the Borough Secretary and Treasurer Salary at \$31,200.00 for the year.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
4. **Motion was made by Harry Miller and second by Ken Boyd to appoint Joseph Matika as the Borough’s Solicitor at a rate of \$75.00 per hour.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
5. **Motion was made by John O’Gurek and second by Harry Miller to retain Harleysville National Bank, M & T Bank and PLGIT as depositories for Borough funds.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
6. **Motion was made by Mike Kokinda and second by John O’Gurek to appoint Carbon Engineering Inc. as the Borough’s Consulting Engineer.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council. Joe Weber abstained due to the fact that he is employed by Carbon Engineering Inc.

7. **Motion was made by Ken Boyd and second by Mike Alabovitz to appoint Joe Fittos Jr. as the Borough's Chief of Police.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
8. **Motion was made by John O'Gurek and second by Harry Miller to appoint Shawn Hoben as the Borough's Fire Chief at a rate of \$400.00 per year.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
9. **Motion was made by Michael Kokinda and second by John O'Gurek to appoint Robert Henninger Jr. as the Borough's Ladder Engineer at a rate of \$150.00 per year.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
10. **Motion was made by John O'Gurek and second by Michael Kokinda to appoint John Allesch as the Borough's Emergency Management Coordinator at a rate of \$300.00 per year.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
11. **Motion was made by Harry Miller and second by Ken Boyd to appoint Larry Marek as the Borough's Zoning Officer at a rate of \$250.00 per month.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
12. **Motion was made by Ken Boyd and second by Harry Miller to appoint Carl Wolfe Jr. as the Borough's Sewage Enforcement Officer.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
13. **Motion was made by John O'Gurek and second by Ken Boyd to appoint Christopher Wolfe as the Sewage Enforcement Officer alternate.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
14. **Motion was made by John O'Gurek and second by Ken Boyd to appoint Michael Garfield as the Zoning Hearing Board Solicitor at a rate of \$65.00 per hour.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
15. **Motion was made by John O'Gurek and second by Harry Miller to appoint Kirk, Suma & Co. as the Auditors for the Borough.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
16. **Motion was made by Harry Miller and second by Mike Kokinda to appoint Barry Isett & Associates, Inc. as the Borough's Property Maintenance Code Enforcement Officers at a rate of \$55.00 per hour or \$200.00 for each four hour day.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Expiring Terms

- Report any resignations from Committees- None at this time.

1. Edward Kruczek's term with the Summit Hill Water Authority is up. There are two letters of interest for the position. One was received from James Yusella to fill a position and one from Edward Kruczek to be reappointed for a five year term. **Motion was made by John**

O’Gurek and second by Ken Boyd to reappoint Edward Kruczek as member of the Water Authority for a five year term. The motion was opened to the floor for comment; none made. Motion carried unanimously by Council. Mike Alabovitz opposed. Motion carried by majority vote.

2. **Motion was made by John O’Gurek and second by Mike Kokinda to reappoint William Jones as a member of the CLSH Sewer Authority for a five year term.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
3. **Motion was made by John Shemansik and second by Michael Kokinda to reappoint Joseph O’Gurek as member of the Water Authority for a five year term.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
4. **Motion was made by John O’Gurek and second by Mike Alabovitz to reappoint Stanley Karnish as a member of the Civil Service Commission for a six year term.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
5. **Motion was made by John O’Gurek and second by Ken Boyd to reappoint Darryl L. Cunfer as a member of the Zoning Hearing Board for a three year term.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Council proceeded with the regular Council meeting.

Summit Hill Borough Council
January 4, 2010, 7:30 p.m., Borough Hall

The regular scheduled meeting of the Summit Hill Borough Council was held at the above time and place with President Joe Weber presiding.

Roll Call- President Joseph Weber, Vice President John O’Gurek, Harry Miller, Michael Alabovitz, Ken Boyd, Bill Chapman, Michael Kokinda, Solicitor Joe Matika and Mayor Paul McArdle were all in attendance.

Minutes – **Motion was made by John O’Gurek and second by Mike Kokinda to approve the minutes from the December 8, December 17 and December 29, 2009 Summit Hill Borough Council meetings.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council. Mike Alabovitz stated that there needs to be a correction made to the minutes for the December 8, 2009 meeting he stated that he was opposed to releasing the funds to Miller Brothers. **Motion was made by Mike Kokinda and second by Ken Boyd to make the correction to the December 8, 2009 Council Meeting Minutes.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Floor – Nothing at this time

Mayor’s Report – Nothing from the Magistrate at this time. Mayor Paul McArdle asked Council for Officer Brett Hannon to be removed from his probation period and to be made a full-time Officer. **Motion was made by Mike Kokinda and second by Ken Boyd to remove Officer Brett Hannon from his probationary period and make him a full-time officer.** The motion was

opened to the floor for comment; none made. Motion carried unanimously by Council. **Motion was made by Mike Kokinda and second by Harry Miller to approve the Mayor's Report for the month of December 2009.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Police Report – Council received copies of Chief Fittos' Police report for the month of December 2009. Chief Fittos requested that a committee should look over the snow removal ordinance and emergency plan so that it could be more community friendly. Joe Weber stated that committees will need to be selected again by him, the Borough President. **Motion was made by Harry Miller and second by Mike Kokinda to accept the Police Report for the month of December 2009.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council. Steve Redash asked how can there be questions from the floor when we don't know what is in the report. Joe Weber stated that he could read the report but Council changed it about two and a half years ago not to read the report out loud unless there were questions from the floor. Bill Chapman asked if we can we have this available to the public. Atty. Matika stated that the reports can be made available for the public's review before a meeting. Paul McArdle asked if we could recognize John Shemansik for his 4 years on council and for all of his services. Joe Weber stated that he would like to thank John Shemansik for his 4 years of service and he said that he would also like to welcome Bill Chapman.

Planning and Zoning Report – Council received copies of Larry Marek's Planning and Zoning report for the month of December 2009. Larry Marek stated that there are two items that he would like to go over with Council. First one is a minor sub-division of Miller/Ogozalek properties. It is two individual half a doubles that are on one lot and both homes were built with one family now that the parent has passed away the daughter would like to subdivide the property so that she could sell the other half. Bill Chapman stated that it should be approved because they are the same size and they are 2 non conforming lots and that it should be passed along with approval. Attorney Matika stated that he is familiar with this parcel and he stated that it is one description covering two lots so you cannot sell one without the other under that one description. He stated that you have to have two separate descriptions for each lot. Larry Marek stated that anyone that built this home was ahead of their time because the homes are exactly in the middle of the lot. He stated that the only difference is that one home is 2.02 feet and the other home is 1.9 feet. Attorney Matika stated that the home owner will have to apply for the zoning permit and let it get denied and then they can go through a variance so that it can become 2 parcels and 2 deeds. Larry stated that the second item that he would like to discuss is that the town does not have any ordinances pertaining to solar power. He brought in a sample ordinance from the Pennsylvania State Associates Borough and stated that it is a fantastic source of information and that he brought a copy for Council and for Attorney Matika. Attorney Matika stated that we will have to amend the current zoning ordinance or create a new ordinance to address solar power. **Motion was made by John O'Gurek and second by Ken Boyd to accept the Planning and Zoning Report for the month of December 2009.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

1. **Work Leader Report** – Council received copies of the Work Leader Report for the month of December 2009. **Motion was made by Harry Miller and second by Bill Chapman to accept the Work Leader Report for the month of December 2009.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council. Joe Weber stated that the work force would go around and pick up Christmas trees on January 12, 13, 19 and 20, 2010. **Motion was made by Bill Chapman and second by Joe Weber to pick up the Christmas trees on January 12, 13, 19 and 20, 2010.** The motion was opened to the floor for comment; none made. Ken Boyd, Michael Alabovitz and John O'Gurek opposed. A roll Call Vote was taken.

Harry Miller	Yes
Michael Alabovitz	No
Ken Boyd	No
Bill Chapman	Yes
Michael Kokinda	Yes
Vice President John O’Gurek	No
President Joseph Weber	Yes

Motion carried by unanimous vote to pick up the Christmas trees on the dates stated.

Tax Collector Report – Nothing at this time

Wage Tax Report – Nothing at this time

Receipts – Borough Secretary, Kira Michalik, reported the total receipts for the month of December 2009 as \$64,246.12. **Motion was made by John O’Gurek and second by Ken Boyd to accept all receipts for the month of December 2009.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Committee Reports –

- *Streets* – John O’Gurek stated that there are problems with the snow removal vehicles and the borough crew is working on them to get them up and running for the next storm. Ken Boyd stated that the water authority did a great job helping out with the snow removal and they really bailed us out.
- *Building*- Mike Kokinda stated floors have been replaced at the Fire Co. and there will be a 7 day break report and nothing is to be done in the building until the 7 days is up. If the seven day break is ok we can start cleaning and moving minor things into the building. There is no vehicular traffic allowed to happen in the building until after January 28, 2010. There is some minor punch list items the need to be addressed but we can still contact Barry Isett and Associates to come and inspect the building and possibly issue us an occupancy permit. Shawn Hoben asked that with a partial occupancy permit could the fire company start planning ahead. Joe Weber stated that it would depend on the inspector’s decision on if we can be issued the temporary permit because there are a few minor problems with the building so we will just have to wait. Joe said that there is a new inspector with Barry Isett now so it all depends what he thinks of the building. Shawn asked if the Borough could bring someone in to clean the building since it is very dirty because of the HVAC work and the new floor being poured. Joe Weber said that by the time we can get someone in to clean it will be a lot longer than the 28 days so if they want to be in the building everyone needs to help out and clean it. Mike Kokinda said that he would like to set up a meeting with the Fire Company, the Recreation Commission and SHCIO to discuss the community room. Mike asked if we should set up another committee to handle this.
- *Fire and Emergency Services* – Larry Black stated that they are preparing for their fund drive and they will be having a pizza sale.
- *Recreation* – Joe Weber stated that there are only two active members on Recreation and they are going to need more members to keep the commission going. Joe stated that if

anyone knows people who would be interested in joining, let them know that we are looking for active members and to submit a letter to Council.

Motion was made by Mike Kokinda and second by John O’Gurek to accept all Committee Reports for the month of December 2009. The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Communications – See attached sheets.

Communications

1. Notice of Property Assessments from the Board of Assessment and the Revision of Taxes office
2. Notice from the Board of Assessment and Revision of Taxes for 2007 Tax Duplicate
3. Governor’s Center for Local Government Services will be holding a Police Civil Service seminar
4. DEP is holding a workshop for contractors, developers and inspectors
5. PSAB is holding a grant preparation seminar
6. Fred Pryor Seminars will be holding a Microsoft Excel course
7. CLSH Sewer Authority October 11, 2007 meeting minutes
8. Letter from PLGIT regarding the new procurement card program
9. NEPA 2007 Annual Report
10. H. A. Berkheimer, Inc. Statement of Auditing Standards
11. newPA newsletter
12. ICC sent a letter ballot for proposed bylaw amendments
13. PA One Call System, Inc. sent the meeting attendance protocol
14. Carbon Builders Association December/January newsletter
15. Angle and Line newsletter
16. PA Economy League December 2007 newsletter
17. ESRI – Government Matters Fall 2007 magazine
18. EMC Insurance Winter 2007 newsletter
19. Five Star Forum November/December 2007 newsletter
20. PeriScope December 2007 newsletter
21. Adirondackdirect December 2007 catalog
22. American City & County December 2007 magazine
23. Worthington Direct Spring 2008
24. Security Cameras Direct catalog
25. GPN December 2007 magazine

Motion was made by Mike Kokinda and second by Ken Boyd to accept all Communications for the month of December 2009. The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Bills – Borough Secretary, Kira Michalik, reported total expenses for the month of December 2009 as \$61,152.67. **Motion was made by Mike Kokinda and second by Bill Chapman to pay all bills for the month of December 2009.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

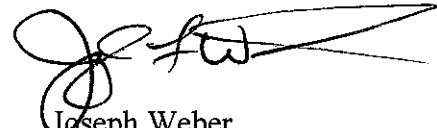
Unfinished Business – Attorney Matika stated that Kira provided him with a copy of a letter from the US Census Bureau and they are asking Council to donate space to them. The Census Bureau is asking that the Borough provide them with a desk and two chairs at no cost to them. They would like to use the Council room for approximately 15 hours per week between February 26, 2010 and April 19, 2010. **Motion was made by Bill Chapman and second by Mike Kokinda to allow the US Census Bureau to use the Borough facilities for 15 hours per week between the months of February 26-April 19, 2010 with no cost to the US Census Bureau.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council

New Business – Harry Miller asked if Council could table the handicap application for Donnas Miller until the next scheduled Council meeting because of not having a handicap committee established.

Motion was made by Mike Kokinda and second by Bill Chapman to adjourn at 8:19 p.m. until the next regular scheduled meeting of the Summit Hill Borough on February 9, 2010. The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.



Kira Michalik
Summit Hill Borough
Secretary/Treasurer



Joseph Weber
Summit Hill Borough
Council President