

**Summit Hill Borough Council**  
**August 12, 2013, 7:00 p.m., Borough Hall**

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

**Roll Call** – President Michael Kokinda, Vice-President John O’Gurek, William Chapman, Greg Kosciolk, William O’Gurek, Jesse Walck, Mayor Paul McArdle and Solicitor Michael Greek were all in attendance. Michael Alabovitz was absent.

**Minutes** – Motion was made by William Chapman and second by William O’Gurek to approve the minutes from the regular Council meeting held on July 8, 2013. The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

President Michael Kokinda stated there is a problem with the Quality of Life Ordinance. The issue deals with a clerical error with the Schuylkill Township side. **President Kokinda motioned to table Quality of Life Ordinance, second by William Chapman.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**Floor Session** –

1. Robert Graver, residing at 5 North Spruce Street, Summit Hill. Nature of Business: Zoning – An executive session was requested by Mr. Graver. Attorney Michael Greek stated executive session was for Council matters only. Since the matter at hand was unclear and Mr. Graver would not speak about it in public, President Michael Kokinda said they will have an executive session at the end of the meeting.
2. Ed Evans, residing at 335 West Ludlow Street, Summit Hill. Nature of Business: Parking issues. Mr. Evans stated that in Ordinance #4 of 1992 all vehicles must be moved every ten days. A car in the borough was not moved for 14 days and only verbal warnings were given. On 11/13/12 – The car parked and was moved on 11/27/12, for a total of 14 days. These incidents were reported to the police department and verbal warnings were given, but feels verbal warnings should only be given one time. The car was then parked on 5/27/13 and has not been moved since. This person also has a handicap parking spot and it is 10 feet bigger than her car. The address in question is 333 West Ludlow Street. Mr. Evans would like Council to look into this further.
3. Robert Siesputowski, Resident, stated that there are cars parked illegally at the back of 217 West Iron Street.

**Mayor’s Report** – Mayor Paul McArdle read the Mayor’s report stating that for the month of June, Magistrate income is \$952.97 and for the month of July \$774.06 was collected. **Motion made by William Chapman and second by Jesse Walck to approve the Mayor’s report for June and July 2013.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**Police Report** – Chief Fittos was not present at the meeting. **Motion made by William Chapman and second by William O’Gurek to accept the Police report for July 2013.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council. **Motion made by William Chapman and second by William O’Gurek to accept Joseph Fittos Jr., Jeff Szczecina and Joseph Sommers to the Oral Examination Board.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

Lehigh Engineering – Report for June and July 2013

**Motion was made by William Chapman and second by William O’Gurek to accept the Code Enforcement Report for the months of June and July 2013.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**SEO Report, Carl Wolfe** – Sewer Enforcement Officer Carl Wolfe, has tested the water in the three homes located in the White Bear Area. He stated that two of the wells are contaminated. Residents are not to use the water, requesting Council to approve a permit. William Chapman asked how long it would take to put a new system into place. The SEO feels confident he has the cooperation of the families involved. It may take from 2-3 months with everyone involved and there are a multitude of problems that need to be addressed such as malfunctioning systems. William Chapman asked who would be responsible if someone were to become ill. Carl Wolfe feels that Council did remove themselves from the liability because they have taken it upon themselves to advised based on empirical data whether those wells are suitable. The only thing left for Council is to waive the isolation distance of 100 feet for the construction system. Each individual would still be responsible for making sure that the water supply is suitable by using a UV light or using bottled water. This needs to be documented in writing. Councilman William Chapman stated he is very disappointed that the DEP hasn’t been involved enough. Council will document this information and send it on to the DEP. Each individual will be contacted by Carl Wolfe and come up with a design. Carl will present it to Council and ask for a waiver of isolation, wait for the letter of approval and issue the permit. If all goes right it should be done in 2-3 months time to get the permit and construct a system. It would be a good process to continue to test the wells after the systems are in place. A dye test is recommended for the detection of contamination. Jesse Walck asked why it will take 2 months to resolve this issue. Carl explained that a designer has to be obtained to design the system, which is a requirement of the people involved.

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Monroe J. Mechling, residing at 17 West White Bear Drive, Summit Hill. Nature of Business: Provided photos to Council of a neighbor pumping cesspool water out on to the grass of their property. He feels that if he has to spend \$20,000 to fix his problem, then they should be addressed too. Wayne Grysik stated that there is a discharge that is coming into his field and asked that Council give permission to the SEO to investigate the discharge. **Motion was made by William Chapman and second by William O’Gurek to accept the SEO Report.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**Planning and Zoning Report** – William Kirklosky, Zoning Officer, submitted the Planning and Zoning report for July 2013. William Kirklosky questioned Council on a 9 foot borough easement on property lines. Council suggested consulting Mr. Tirpak, Borough Engineer. William Kirklosky stated he just wants the information to be able to pass it on to the residents. **Motion was made by William Chapman and second by Jesse Walck to accept the Planning and Zoning Report for the month of July 2013.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**Work Leader Report** – **Motion was made by John O’Gurek and second by Greg Kosciolk to accept the Work Leader Report for July 2013.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**Tax Collector Report** – Borough Secretary, Susan Gibiser, read the Tax Collector Report for the month of July 2013. Alice Kane, Tax Collector, submitted a total of \$52,473.91 with a commission of \$ 2,612.12. **Motion was made by Jesse Walck and second by Greg Kosciolk to accept the Tax Collector Report for the month of July 2013.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**Wage Tax Report** – Borough Secretary, Susan Gibiser, read the Wage Tax Report for the month of July 2013. Berkheimer submitted a Total of \$ 23,315.65 for EIT with a Commission of \$406.28 and Postage

Charges of \$33.70. Total LST submitted was \$185.00 with a commission of \$3.79. The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**Receipts** – Borough Secretary, Susan Gibiser, read the receipts for the month of July 2013. General Fund Receipts were \$90,007.09 and Sanitation Account receipts were \$26,030.85. **Motion was made by William Chapman, second William O’Gurek to accept the receipts for the month of July 2013.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**Committee Reports** –

*Streets -*

- Councilman John O’Gurek commented on purchasing a truck for the borough. Councilman O’Gurek has been looking into purchasing a truck from the PA. Turnpike; however at this time there are no trucks available. Other concerns are purchasing a plow for the borough truck. These plows cost \$9,900.00 for two. Council would be interested in purchasing just one plow at this time. Councilman Jesse Walck would like to see two quotes to compare prices on the plows. Council was quoted a price of \$5,000.00 from Pen Hazel. **Motion was made by Jesse Walck and second by William Chapman to tentatively purchase a snow plow for \$5,000.00 assuming it is a competitive quote.** Jesses added that if we do not get the quote, we do not purchase. Jack stated that we need to have quotes to purchase. The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

*Building – Nothing to report at this time*

*Fire and Emergency Services – Nothing to report at this time*

*Recreation – Nothing to report at this time*

**Motion made by John O’Gurek and second by William O’Gurek to accept the committee reports for the month of July 2013.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**Communications** – See Attached

1. Letter received from Summit Hill Historical Society concerning their 100<sup>th</sup> Anniversary of Ludlow Park and 125<sup>th</sup> Anniversary of the Borough. They would like to make some improvements in the park and are looking for someone from Council to attend their meeting Wednesday, August 21, 2013 at 7:00 pm. Councilman William O’Gurek stated he will be attending that meeting.

**Motion made by Jesse Walck and second by William O’Gurek to accept all communications.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**Bills** – Borough Secretary, Susan Gibiser, reported total expenses for the month of July 2013. The General Fund bills were \$72,841.29 and the Sanitation Account bills were \$23,005.62. The Balance for New Building Loan for July 2013 was \$ 87,346.96. **Motion made by William Chapman and second by Jesse Walck to approve the bills for the month of July 2013.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**Unfinished Business**

1. Quality of Life Ordinance – Council tabled any discussion until the next meeting.

1. **Motion was made by William Chapman and second by William O’Gurek to advertise the 2012 Annual Audit and Financial report.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.
2. **Motion was made by William Chapman and second by Greg Kosciolek to advertise Ordinance No. 2 of 2013 to amend its Municipal Pension Plan administered by the Pennsylvania Municipal Retirement System.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.
3. **Motion was made by John O’Gurek and second by William O’Gurek to advertise Ordinance No. 3 of 2013 to amend its Police Pension Plan administered by the Pennsylvania Municipal Retirement System.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.
4. Mike Kokinda reported two handicap parking permits have been submitted for renewal
  - a. Robert Siesputowski, 219 West White Street, for approval. **Motion was made by William O’Gurek and second by Jesse Walck to approve the handicap application for Robert Siesputowski at 219 West White Street.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.
  - b. John Michalik, 354 West Iron Street, for approval. **Motion was made by William O’Gurek and second by Jesse Walck to approve the handicap application for John Michalik at 354 West Iron Street.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

Council entered into executive session at 8:00 p.m. to discuss personnel matters with the intention of returning to regular session for additional business.

Council entered back into regular session at 8:30 p.m. Present were William O’Gurek, John O’Gurek, Jesse Walck and Greg Kosciolek.

Motion was made to dismiss Susan Gibiser effective immediately. **Motion was made by Jesse Walck and second by William O’Gurek.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

Motion was made to hire Kira Michalik as Secretary/Treasurer at a salary of \$39,000.00 per year, effective in two weeks. **Motion was made by John O’Gurek and second by William O’Gurek.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**Motion was made by Jesse Walck and second by William O’Gurek to adjourn at 8:35 p.m. until the next regular scheduled meeting of the Summit Hill Borough on September 9, 2013.** The motion was opened to the floor for comment, none made. Motion carried unanimously by Council.



Michael Kokinda  
Council President



Kira Michalik  
Secretary/Treasurer