

**Summit Hill Borough Council**  
**December 9, 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, Greg Kosciolek, Jesse Walck, William Chapman, William O’Gurek, Solicitor Michael Greek were present. Michael Alabovitz and Mayor Paul McArdle were absent.

**Minutes** – Motion was made by John O’Gurek and second by William Chapman to approve the October 14, and November 11, 2013 meeting minutes. The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

**Floor Session**

1. Joanne Griffin, 20 West White Bear Drive, Summit Hill, asked Council what it would take to get a stop sign at the end of the Amidon Street intersection because it is very hard to see when you are pulling out. John O’Gurek said that it is something to look into since it is a very bad intersection. Mike Kokinda asked Chief Fittos to take a look at the intersection and see if there is something that can be done.

**Mayor’s Report** – Nothing at this time.

**Police Report** – Chief Fittos went over the Entry Kit Agreement that the Panther Valley School District has purchased for Summit Hill, Lansford and Nesquehoning Police Departments. An Agreement was sent to sign to accept the kits. Solicitor Michael Greek suggested changing page 3 to state Assume Liability directly as a result of use. **Motion was made by John O’Gurek and second by William Chapman to enter into an agreement with the Panther Valley School District to accept the entry kits subject to the change as per Michael Greek.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council. **Motion was made by John O’Gurek and by second by Jesse Walck to accept the Police Report for November 2013.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

**Planning and Zoning Report** – Zoning Officer, Bill Kirklosky, stated there have been quite a lot of calls regarding the Quality of Life Ordinance. There is a property on 253–255 East Fell Street that was rezoned as a multi-family dwelling with two tax IDs for the home. The owner is paying double taxes and would like to know how to go about changing it to a single family dwelling. Jesse Walck said a reverse subdivision is needed to make it into one property. He would have to go through the County and the Borough Planning Commissions to correct this issue. One person has been complaining of junk vehicles and other items on a property in the White Bear. Bill told this person that since there is a court with this property so he will not do anything at this time. Once the court order is resolved and once they know exactly where these properties are, then he could do something about the issues. Jesse Walck asked if the complaints were real zoning issues or would it fall under the Quality of Life Ordinance. Bill said it is an R1 District, which makes it harder to enforce. Jesse said if it is an actual complaint about zoning or something is wrong with the property, Bill is to handle the complaint. If it has to do with grass, the police department should address it. Kira informed Council that Carl Wolfe sent a preliminary design for the Mechling property if anyone would like to review it. **Motion was made by Jesse Walck and second by William Chapman to accept the Zoning Report for the month of November 2013.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

**Work Leader Report** - Motion was made by Jesse Walck and second by Greg Kosciolek to accept the Work Leader Report for the month of November 2013. The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

**Tax Collector Report** – Borough Secretary, Kira Steber, read the Tax Collector Report for the month of November 2013. Alice Kane, Tax Collector, submitted a total of \$4,971.93 with a commission of \$248.60. Motion was made by Jesse Walck and second by William Chapman to accept the Tax Collector Report for the month of November 2013. The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

**Wage Tax Report** – Borough Secretary, Kira Steber, read the Wage Tax Report for the month of November 2013. Berkheimer submitted a total EIT of \$25,995.35 with a Commission of \$452.35 and Postage Charges of \$1.60. Total LST submitted was \$27.00 with no commission. Motion was made by Jesse Walck and second by William O’Gurek to accept the Wage Tax Report for the month of November 2013. The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

**Receipts** – Borough Secretary, Kira Steber, read the receipts for the month of November 2013. General Fund Receipts were \$21,545.24 and Sanitation Account receipts were \$14,269.57. Motion was made by William Chapman second John O’Gurek to accept the receipts for the month of November 2013. The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

### **Committee Reports**

***Streets*** – Nothing to report at this time.

***Building*** – Nothing to report at this time

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

***Recreation*** – Jodi McAndrew, Recreation Commission, stated that they reorganized last week and they have a new board. They are going to hold Christmas on the Hill this weekend, December 14, 2013. The Recreation Commission is planning on refocusing their priorities on raising money to fix the parks over having so many free activities throughout the year. Because the probability of not having the Stay at Home Festival this year, they are going to try and organize a 5K Red, White and Blue run the Sunday before Memorial Day. Mike Kokinda asked why are they planning on not having the festival. Jodi explained that the Fire Company backed out of it and there is a lack of interest in volunteering to help. Last year the Commission sent out 1300 mailings and received 3 back. It has not been profitable for anyone due to the money being spent as well as the time spent preparing for it. Jesse Walck asked what it would take to keep the festival going. Jodi said just for volunteers for the stands, for 2 days doing 2 hours shifts, they would need at least 18 people, which does not include setup time. Council expressed to not give up and to let them see what they can do to help keep it going. Jodi said that planning would have started already and ride vendors would have had to be contacted about 2 months ago. Kira Steber said she has a letter of interest from Michele Midas to join the Recreation Commission. Motion made by William O’Gurek and second by Jesse Walck to appointment Michelle Midas to the Recreation Commission. Motion was opened to the floor for comment; none made. Motion carried unanimously by Council. Motion was made by William O’Gurek and second by William Chapman to accept the Committee Reports for the month of November, 2013. Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

### **Communications** –

#### **Communication for the Month of November 2013**

1. Notice of Assessment from the Board of Assessment & Revision of Taxes

2. Notice from the Board of Assessment and Revision of Taxes – Assessment Appeals Determination
3. Notice from the Board of Assessment and Revision of Taxes – Clean and Green Roll-Back Taxes
4. Letter from Benesch offering their Professional Services 2014 – They are Engineering Consultants

**Motion made by William Chapman and second by John O’Gurek to accept all communications for the month of November 2013.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

**Bills** – Borough Secretary, Kira Steber, reported total expenses for the month of November 2013. The General Fund bills were \$67,706.67 and the Sanitation Account bills were \$22,908.48. **Motion made by Jesse Walck and second by William Chapman to approve the bills for the month of November 2013.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

### Unfinished Business

1. Letter from Penn Dot in regards to a winter maintenance agreement with the Borough to maintain Route 902 during winter months. Kira said this was brought to Council before and it was tabled until all of Council was present. Mike Kokinda said his biggest concern would be the liability if something should happen. Kira said there would be an agreement drawn up between the Borough and Penn Dot. John O’Gurek said that we should make sure that there will be something in return because if we have to call our workers out, we will be paying them overtime. Council agreed that this should be tabled until further information can be obtained.

### New Business

1. Handicap Renewals – Mike Kokinda said there are four applications for approval: 9 West Holland Street, 19 North Oak Street, 333 West Ludlow Street and 56 West Walter Street. **Motion made by John O’Gurek and second by Jesse Walck to approve the Handicap Renewals for November, 2013.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
2. Quote for new computers – Mike Kokinda said there is a quote for new computers for the Borough Secretary, Assistant Secretary and one for the Police Department. Chief Fittos stated he could use two computers for the department. Chief Fittos explained that there are two work stations and they are the only computers where the officers can do their reports. Kira Steber stated the price quoted is for the purchase of the computer, the Microsoft Office 2013 software, set up and all the data transfer. **Motion made by Jesse Walck and second by William Chapman to purchase 1 laptop and 3 desktop computers for the Borough and Police Department totaling \$3,560.00.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
3. Offsite Backup – Council was given a price of \$30.00 per month for offsite backup, totaling \$360.00 per year, by Jeff Leslie. **Motion was made by William Chapman and second by Jesse Walck to accept the offsite backup totaling \$360.00 per year by Jeff Leslie.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
4. Noise Ordinance Draft – Solicitor Michael Greek asked, other than needing to remove Lake Harmony, did Council have any changes to the ordinance. Jesse Walck said that they discussed car audio, which should fall under amplification. Chief Fittos said that they always followed the crimes code. **Motion was made by Jesse Walck and second by William Chapman to advertise, with the language changes from Michael Greek, the Prohibiting the Making, Creation and Maintenance of Loud, Unnecessary and Unusual Noises in the Borough of Summit Hill Ordinance.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

5. Employment Contract for Kira Steber - Council tabled approval of Kira's contract until the special meeting so that minor changes could be made.
6. Camera for Ginder Field – Mike Kokinda said there is a proposal from Eastern Time, out of Allentown, to purchase and install security cameras at the Ginder Field at a total cost \$ 2,500.00. Council agreed to table until Michael Alabovitz is here to discuss it further since he got the quote.
7. 2014 Budget – Mike Kokinda said that the 2014 Budget is ready to advertise for tentative adoption. Mike noted that there is a .25 mill tax decrease. Total Income and Expense is \$1,410,305.00 with final adoption taking place at the December 23 meeting. **Motion was made Jesse Walck and second by Greg Kosciolk to advertise and tentatively adopt the 2014 Budget which reflects a .25 mill tax decrease.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
8. 2014 Meeting Dates – Kira stated that the Borough Council Meeting dates were changed to the third Monday of each month with the January meeting being held on the 6th because of reorganization. **Motion was made by William O’Gurek and second by William Chapman to advertise the 20104 Council meeting dates.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

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**Motion was made by William Chapman and second by Greg Kosciolk to adjourn at 7:50 p.m. until the next regular scheduled meeting of the Summit Hill Borough on January 6, 2014.** The motion was opened to the floor for comment; none made. Motion carried unanimously by Council.




Michael Kokinda  
Council President

Kira Steber  
Secretary/Treasurer