

Summit Hill Borough Council
Monthly Meeting
Monday, January 14, 2013, 7:00 p.m.

The Summit Hill Borough Council monthly Meeting was held on Monday, January 14, 201 at 7:00pm with President Michael Kokinda presiding.

Roll Call

Susan Gibiser, Borough Secretary took roll call; Attendance: Michael Kokinda, John O’Gurek, Michael Alabovitz, William Chapman, Jesse Walck, William O’Gurek and Mayor Paul McArdle.

Yearly Appointments for Administrative Office Positions as follows:

1. **Motion was made by John O’Gurek, second by Michael Alabovitz to appoint Susan Gibiser as the Borough Secretary/Treasurer at a set salary of \$ 28,956.00 for 2013; Administrator for Garbage Collection Fees, 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 comments; none made; motion approved.
2. **Motion was made by William O’Gurek, second by William Chapman to appoint Attorney Michael Greek as the Borough’s Solicitor at a rate of \$90.00 per hour.** The motion was opened to the floor for comments; none made; motion approved.
3. **At this time, Council Members tabled any decision concerning new depository bank; Council will continue to keep all account with First Niagara Bank and PLGIT.** Jesse Walck stated to continue to review proposals from other banks prior to making any changes.
4. **Motion was made by John O’Gurek, second by Michael Alabovitz to appoint Carbon Engineering Inc. as the Borough’s Consulting Engineer.** The motion was opened to the floor for comment; none made; motion approved.
5. **Motion was made by Michael Alabovitz, second by Jesse Walck to appoint Joseph Fittos Jr. as the Borough’s Chief of Police.** The motion was opened to the floor for comments; none made. Motion approved.
6. **Motion was made by Jesse Walck, second by William Chapman to appoint Shawn Hoben as the Borough’s Fire Chief at a rate of \$400.00 for 2013.** The motion was opened to the floor for comments; none made. Motion approved.
7. **Motion was made by Michael Alabovitz and second by William Chapman to appoint John Allesch as the Borough’s Emergency Management Coordinator at a rate of \$300.00 for 2013.** The motion was opened to the floor for comments; none made; motion approved.
8. **Motion was made by Michael Alabovitz, second by John O’Gurek to appoint Carl Wolfe Jr. as the Borough’s Sewage Enforcement Officer for 2013 at the same rates.** The motion was opened to the floor for comments; none made; motion approved.

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9. **Motion was made by William Chapman, second by William O’Gurek to appoint Scott Beiber as the Alternate Sewage Enforcement Officer.** The motion was opened to the floor for comments; none made; motion approved.
10. **Motion was made by John O’Gurek, second by William Chapman to appoint Michael Garfield as the Zoning Hearing Board Solicitor for 2013 at the same rate.** The motion was opened to the floor for comments; none made; motion approved.
11. **Motion was made by William Chapman, second by Jesse Walck to appoint and hire Joseph F. Collura, CPA to conduct the 2013 General Audit for the Borough at a rate of \$5,000.00.** The motion was opened to the floor for comments; none made; motion approved.
12. **Motion was made by Jesse Walck, second by William Chapman to appoint Lehigh Engineering as the Borough’s Property Maintenance Code Enforcement and UCC Code Officers at a rate of \$69.00 per hour.** The motion was opened to the floor for comments; none made; motion approved.
13. **Motion made by Michael Alabovitz, second by William Chapman to appoint Jesse Walck as the Delegate and William O’Gurek as Alternate Delegate for the Carbon County Tax Collection Committee.** The motion was opened to the floor for comments; none made; motion approved.

Expiring Terms

1. Joseph O’Gurek, Board Member of the Summit Hill Water Authority, term expired on December 31, 2012; He submitted a letter of interest to continue to serve on the board; this is a five (5) year term.
Motion was made by William Chapman, second by Jesse Walck to reappoint Joseph O’Gurek as Board Member of the Water Authority for a five (5) year term. The motion was opened to the floor for comments; none made; motion approved. John O’Gurek and William O’Gurek abstained from voting.
2. Alexander Kane, Board Member for the CLSH Sewer Authority term expired on December 31, 2012; he has submitted a letter of interest to remain on the board.
Motion was made by John O’Gurek, second by William O’Gurek to reappoint Alexander Kane as Board Member of the CLSH Sewer Authority for a five (5) year term. The motion was opened to the floor for comments; none made; motion approved.
3. Darryl Cunfer, Member on the Zoning Hearing Board, term has expired on December 31, 2012; he has submitted a letter of interest to remain the board.
Motion was made by William Chapman, second by William O’Gurek to reappoint William Searfoss as a member of the Zoning Hearing Board for a three (3) year term; motion was opened to the floor for comments; none made; motion approved.
President, Michael Kokinda announced there are two (2) positions opened on the Planning Commission. Anyone interested, submit a letter of interest to the Borough Secretary.

*****Council proceeded with the Regular Monthly Meeting for January 2013*****

Summit Hill Borough
Regular Council Meeting
Monday, January 14, 2013, 7:00PM

The regular council meeting for Summit Hill Borough was held on the above date and time with President, Michael Kokinda presiding.

Minutes – Motion was made by William Chapman, second by William O’Gurek to approve the minutes from the council meeting on December 10th; motion was opened to the floor for comments; none made; all were in favor, motion approved.

Floor Session No Public comments during this meeting.

Mayor’s Report – Council received a copy of the Mayor’s Report for the month of December 2012. He reported the magistrate income for the month of December 2012 was \$ **681.66**. **Motion was made by Jesse Walck and second by William Chapman to approve the Mayor’s Report for the month of December 2012.** The motion was opened to the floor for comment; none made; all were in favor; Motion approved.

Police Report – Council received a copy of Chief Fittos’ Police report for December 2012. Chief Fittos discussed the mileage on all the police vehicles. **Motion was made by Michael Alabovitz, second by Jesse Walck to accept the Police Report for the month of December 2012;** motion was opened to the floor for comment; none made; all were in favor; Motion approved.

Code Enforcement Report—No Report at this meeting

Planning and Zoning Report – Council received a copy of Planning and Zoning report for the month of December 2012. **Motion was made by William O’Gurek and second by William Chapman to accept the Planning and Zoning Report for the month of December 2012.** The motion was opened to the floor for comment; none made; all were in favor; Motion approved.

Work Leader Report – Council received copies of the Work Leader Report for the month of December 2012. **Motion was made by John O’Gurek, second by Jesse Walck to accept the Work Leader Report for December 2012;** motion was opened to the floor for comments; none made; all were in favor; motion approved.

Tax Collector Report – Susan Gibiser, Secretary/Treasurer stated Alice Kane, Tax Collector submitted a total of \$ 20,419.47 for the month of December 2012; with a Commission of \$ **1,020.98**

Wage Tax Report – Susan Gibiser, Secretary/Treasurer read Berkheimer’s Wage Tax Report for the month of December 2012; total EIT was \$ **31,943.40** with a commission of \$ **479.15 & \$ 4.33 for postage**; there was no LST tax collected for December; no commission; postage fee of \$ **4.26**. **Motion was made by William Chapman, second by William O’gurek to accept the Wage Tax Report for December 2012.** Motion was opened to the floor for comments; none made; all were in favor; motion approved.

Receipts – Susan Gibiser, Secretary/Treasurer read the total General Fund receipts for the month of December 2012, were \$ **108,852.23**; the total Sanitation Account receipts, were \$ **6,697.45**. **Motion was made by John O’Gurek, second by William O’Gurek to accept the receipts for December 2012;** motion was opened to the floor for comments; none made; all were in favor; motion approved.

Committee Reports –

Streets— John O’Gurek stated he has been reviewing the streets for pot holes; making a list of repairs.

Michael Alabovitz asked questions concerning plowing on certain streets; some streets are plowed and some are not; parking during snow storms. He stated this Ordinance needs to be reviewed.

Building—Michael Kokinda stated L & S Heating will be ordering the parts for the heating system and will be fixing it as soon as possible.

Fire and Emergency Services—Shawn Hoben, Fire Chief stated there a fundraiser this weekend; Dart Tournament. Thomas Tkach asked how the fire company did with the fundraiser on New Year’s Eve; Shawn Hoben replied: no so well since many other places had events that night.

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Recreation— Monica Marshall stated the dumpster is now at the Recreation hall; working out very well. She asked Council members if the Borough workers could pick up eight (8) tons of play sand when the weather gets warmer; the sand is for the parks. Monica stated she is currently looking for a new vendor for rides for the Stay at Home Festival and also need lots of assistance with building new stands; there is Valentine's Day Dance on February 16th; Michael Kokinda stated the borough has ordered and will install baby changing station for the bathrooms at the Recreation center.

Motion made by William O'Gurek, second by Jesse Walck to appoint the following for the Recreation Committee; motion was opened to the floor for comments; none made; all were in favor; Motion approved.

Monica Marshall---President
Cheryl Schoch---Vice Pres.
Jennilee Kosciolk---Treas.
Delores McAndrew---Sec.

Russell Marshall---Member
Jamie Shelton---Member
Joanne Williams---Member

Michael Kokinda stated to Monica to review the current contract pricing for renting the hall and get together with Susan to discuss the additional costs the borough has been accruing with the dumpster and cleaning fees.

Motion was made by Jesse Walck, second by William Chapman to accept the Committee Report for December 2012; motion was opened to the floor for comments; none made; all were in favor; Motion approved.

Communications

- 1) Letter from Sara Ruch.....Lansford-Summit Hill Community Partnership; Requesting the use of Ludlow Park on **Sunday, June 30th.....11:00am to 8:00pm**.....to Host the 2013 Hootenanny.

Motion was made by William Chapman second by Jesse Walck to allow the SH Community Partnership to use Ludlow Park on June 30th; motion was opened to the floor for comments; none made; all were in favor; Motion approved.

- 2) Notice of Property Assessment and Revision of Taxes
Increase of Occupation.....10
Decrease of Occupation..... 4

Motion made by William O'Gurek, second by William Chapman to accept all communications for the month of December 2012.

Bills – Susan Gibiser, Secretary/Treasurer stated the expenses for the General Account for the month of December 2012 were **\$57,640.25**; the total expenses for the Sanitation Account were **\$ 23,070.32**.

Motion made by Michael Alabovitz, second by William Chapman to approve payment of all bills for the month from December 2011. Motion was opened to the floor for comments; none made; all were in favor; motion approved.

Old Business

Council Member, Jesse Walck stated he would like to pursue action against the current owner's of the old Heffy's Gas station; he wants them to clean, fix it up to proper standards since there are several neighbors complaining. He has been in contact with them; which they (the owner's) have stated they will fix it but he has not seen any work done.

Alice Kane, Tax Collector asked Council Members and Borough Solicitor Michael Greek if it would be legal for her to stated on the tax bills that after a certain date, only cash or money orders will be accepted since she has to do tax collecting reports by due dates and she has been getting NSF checks back from the bank after her reports are done. Michael Greek stated he will review what can be done legally.

NEW BUSINESS**1) Ordinance No. 1 of 2013---Tax Rates for 2013**

A motion made by John O'Gurek, second by Jesse Walck to adopt Ordinance No. 1 of 2013 stating the Tax Rates for 2013

Motion made by John O'Gurek, second by Jesse Walck to adopt Ordinance No. 1 of 2013—Tax Rates for 2013; motion opened to the floor for comments; none made; all were in favor; Motion approved.

2) Amended Ordinance No. 5 of 2009---Garbage Ordinance Revisions for Penalties, Discounts and Delinquencies.

President Michael Kokinda stated the Borough office has received many complaints from residents about amending the Garbage Ordinance with the E-billing. Council has offered to residents in the ordinance that if they pay their bill for the entire year in full during the first quarter, a 5% percent discount would be offered. Susan Gibiser stated Council Members should keep this has part of the Ordinance since a lot of residents don't have email and would loss out on the discount. Council Members stated to amend the Ordinance to state: Electronic billing must be selected by January 1st of the billing year; 5% discount will only apply for payment in full during first quarter or by E-billing.

Motion made by John O'Gurek, second by William Chapman to adopt Amended Ordinance No. 5 of 2009 as stated above by Council members; motion opened to the floor for comments; none made; all were in favor; Motion approved.

3) Resolution No. 1 of 2013---Police Pension Plan for 2013

Motion made by William O'Gurek, second by William Chapman to adopt Resolution No. 1 of 2013; Police Pension plan for 2013; motion opened to the floor for comments; none made; all were in favor; Motion approved.

4) Resolution No. 2 of 2013---Municipal Authorized Signatures for the Borough; Authorize to Closed Non-Used Bank Accounts

Solicitor, Michael Greek stated the Municipal authorized signatures for the Borough is not needed since signatures have not changed.

5) Handicap Renewal Applications

William Mansberry; 118 East Amidon Street---APPROVED

Motion made by William O'Gurek, second by Michael Kokinda to approve the Handicap renewal parking application for William Mansberry; motion opened to the floor for comments; none made; all were in favor; Motion approved.

6) First Niagara Bank-Non Used Accounts

Susan Gibiser, Borough Secretary/Treasurer stated to Council Members that there are two (2) accounts at First Niagara Bank that have not been used in over five (5) years and asked Council since they are not needed, can they be closed, funds transferred to the General Fund account.

Motion made by Michaela Alabovitz, second by William Chapman to authorize the Borough Secretary/Treasurer Susan Gibiser to close these accounts, transfer the funds to the General Fund account; motion was opened to the floor for comments; none made; all were in favor; Motion approved.

7) Resignation Letter

Council President, Michael Kokinda read a resignation letter submitted by Francis O'Gorman. Solicitor, Michael Greek reviewed with Council members what action they need to take at this time. Michael Kokinda stated anyone interested in the vacant seat on Council, must submit a letter of interest by February 8, 2012

Motion made by John O'Gurek, second by Michael Alabovitz to accept the resignation letter from Francis O'Gorman; motion was opened to the floor for comments; none made; all were in favor; Motion approved.

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8) **Yearly Garbage Exemptions; New Garbage Exemptions**

Council Members reviewed the list of yearly garbage exemptions.

Motion made by John O’Gurek, second by Michael Alabovitz to accept yearly garbage exemption list; motion was opened to the floor for comments; none made; all were in favor; Motion approved.

Business of Council Members

Council members discussed purchasing a new police car; Michael Alabovitz and several other council members stated a new car is needed; the Borough is paying a lot in repairs for the older cars with high mileage. Jesse Walck stated to council members to wait at least two (2) months before purchasing a new car; maybe some grant money would be available to the borough at that time. Michael Kokinda stated if the car was ordered now, it will take at least two months before the borough receives the car.

Motion was made by Michael Alabovitz, second by William Chapman to purchase a new police car from Kovatch Dealer at a price of approx. \$30,000.00; several Council Members were opposed.

Council Members VOTED:

Michael Kokinda—YES; John O’Gurek—NO; Micheal Alabovitz—YES; William Chapman—YES; William O’Gurek—NO; Jesse Walck—NO; this is a tie vote between Council Members, Mayor Paul McArdle was asked his vote to break the tie. Mayor, Paul McArdle—YES.

Motion approved; no comments from the floor; Motion passed.

Adjournment

A motion made by John O’Gurek, second by Michael Alabovitz to adjourn the meeting at 8:30PM. Motion approved.

Respectfully,

Susan K. Gibiser

Susan K. Gibiser
Secretary/Treasurer
Summit Hill Borough