

Summit Hill Borough Council
December 22, 2014, 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 Jesse Walck presiding.

Roll Call – President Jesse Walck, Vice President Mike Kokinda, Michael Alabovitz, John O’Gurek, William O’Gurek and Solicitor Michael Greek were in attendance. Mayor Paul McArdle, Greg Kosciolek, and Bill Chapman were absent.

Minutes – Motion was made by John O’Gurek and second by Mike Kokinda to approve the November 24, 2014 minutes. Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Non-Entitlement Public Hearing - David Bodnar stated that he was there on behalf of the county for the purpose of a public hearing to receive input and comments by citizens for use of the 2014 CDBG funds for non-entitlement communities. Dave explained that a public notice was placed in the local newspaper on December 10, 2014 announcing the selected project for 2014. The current anticipated amount for Carbon County Non-Entitlement communities is \$195,233.00 in project costs and \$40,987.00 in administrative costs, with a total grant of \$238,089.00. The projects selected were Lower Towamensing Township for street improvements totaling \$50,118.00, Packer Township for Parks and Recreation Facilities totaling \$40,285.00 and Summit Hill Borough for street improvements totaling \$104,830.00. The CDBG application is due on or before February 3, 2015. David asked if there were any questions or comments. Michael Alabovitz asked what the total amount of administrative costs was use for. David explained that it covers the costs of the time to complete the paperwork, travel expenses, paper, reviews, anything involved for the bid process, etc. David said that he will be in touch when the grant is obtained.

Floor Session

1. Pat Iezzoni, 29-31 West Amidon Street, thanked all Council members for taking the responsibility to serve the town of Summit Hill. His main reason for coming was her concern about the young boys playing football in the grass next to her house. They are damaging her home by the balls bouncing off the siding and the windows. They are even out there when there is snow on the ground and are tearing up the grass alongside her house. She has been here twice in the last four years about this and the police are not always available to answer the phone or chase them over to the field. When she does tell them to go play in the field and they usually comply. However, there is one boy that will not just to entice her and then he puts the other boys up to it. She would like to have a sign stating no ball playing or some sort of obstacle in the middle of the area so that they cannot play there; she even offered to pay for the sign. Pat stated that this is an ongoing problem and asked if Council would like to be responsible to repair her siding and other damage that is being done to her home. She is asking Council to come up with some ideas to rectify the problem and feels that a sign would be very helpful. Michael Alabovitz feels that a sign would not help and suggested extending the fence from the basketball courts to the sidewalk. Mrs. Iezzoni felt that was not the logical solution to the problem. She stated that she spoke to Mr. Vermillion about possibly putting trees there and he said their trees are tall, not wide, and would most likely not stop the kids. John O’Gurek said maybe planting multiple trees in the area would help. Mike Alabovitz disagreed stating that the tree roots are going to grow towards the courts and the home and cause more of an issue. A brief discussion took place in ways to resolve the issue. John O’Gurek said that they will think of a way to resolve the issue but it will not take place until spring.

Mayor's Report – Chief Fittos reported the magistrate income for November 2014 as \$560.92 from the Magistrate and \$870.02 from the County. **Motion was made by Michael Kokinda and second by William O'Gurek to accept the Mayor's report for the month of November 2014.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Police Report – Chief Fittos read the police report for the month of November 2014. He mentioned to Council that he spoke to the people at Records Management System and as of January 1, 2015, they will no longer support the department's current RMS server because it is outdated. This means if there is an issue with the system, the police will no longer be able to call for support, which happens quite frequently. RMS sent a quote to replace the server at a cost of \$3,595.00. Jesse Walck explained that Kira reached out to Jeff, the Borough's IT person, and he recommended that we wait until we have other things in line because there is more to it than what the quote states. Until we can get some things ironed out, we will need to hold off on this purchase. Chief Fittos stated that last month we discussed the Narcan program and Attorney Greek reviewed everything and said we are ok to move forward. If approved, the Leighton Ambulance will give the training for administering the drug. **Motion was made by William O'Gurek and second by Mike Kokinda to sign the agreement between the Borough and Narcan.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council. Chief Fittos also brought up the electronic filing system; he does not have any additional information on it. **Motion was made by Mike Kokinda and second by William O'Gurek to approve the Police Report for the month of November 2014.** Motion was opened to the floor for comment; none made. Motion was carried unanimously by Council.

Planning and Zoning Report – Bill Kirklosky, Zoning Officer, read his report for the month of November 2014. Council also received the December 2014 report from Lehigh Engineering. Bill noted that there is one under investigation and he noted they are to come in for a variance. Jesse Walck asked which property he is referring to. Bill stated a property down on East White Bear Drive is considering putting a building up on the 14 Acre Farm. **Motion was made by Mike Kokinda and second by William O'Gurek to approve the Planning and Zoning Report for the month of November 2014.** Motion was opened to the floor for comment; none made. Motion was carried unanimously by Council.

Work Leader Report – John O'Gurek asked why the Borough Workers are working from 7:00 am to 3:00 pm, when the contract states their hours are from 7:00-3:30; he asked if they are working through lunch. He also questioned why there are some work orders still open from September. Things like cleaning the storm drains before winter; winter is officially here. Jesse Walck said they did some and got to as many as they could before winter came. John said this all should have been taken care of by now and it seems like it has been taking an awful long time to get things done. Jack asked Kira to check the contract and see what it states about the hours and also have them address the leave along Holland Street immediately. **Motion was made by Michael Alabovitz and second Mike Kokinda to approve the Work Leader Report for the month of November 2014.** Motion opened to the floor for comment; none made. Motion carried unanimously by Council.

Tax Collector Report – Tax Collector, Alice Kane, submitted a total of \$5,385.50 with a commission of \$269.27 for the month of November 2014. **Motion was made by Michael Kokinda and second by William O'Gurek to accept the Tax Collector Report for the month of November 2014.** 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 2014. Berkheimer submitted a total EIT of \$29,950.97 with a commission of \$523.97 and postage charges of \$11.77. Total LST submitted was \$42.20 with no commission and postage charges of \$9.61. **Motion was made by Mike Kokinda and second by William O'Gurek to accept the Wage Tax Report for the month of October 2014.** 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 2014. General Fund receipts were \$53,276.73, Sanitation Account receipts were \$21,636.70 and the Community Center receipts were \$1,240.00. **Motion was made by William O’Gurek and second by John O’Gurek to accept the receipts for the month of November 2014.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Committee Reports

Streets - John O’Gurek said he has nothing further to discuss. Michael Alabovitz said the alley by the Little League Field behind Fell Street is a mess and needs to be addressed. He stated that he doesn’t even know if it could be fixed because it is just dirt and piece of the street are coming up. He knows it can’t be addressed until spring but we need to keep it in mind.

Buildings - Michael Alabovitz stated that some work was done in the kitchen and two more services need to put in, one for the dishwasher; everything else is hooked up. The kitchen is starting to look good and looks in order. Kira Steber gave Council a copy of a proposal to fix the HVAC system at the Community Center. Kira asked Attorney Greek if this would need to be advertised or is this something we can approve to have done. Attorney Greek stated that under the Borough Code this dollar amount falls under the amount to approve before having to go out for bids. Kira said that Ronnie noticed the system was making noise and she had someone come and take a look at it. They fixed it the best they could to make sure it ran and that there would be heat for the event that was being held over the weekend but there are some major repairs that need to be done. The price of the quote is for labor and materials to fix the system but there will still be a cost to service the control system, which will be invoiced separately. If it is not addressed now, it will burn up and the entire unit will need to be replaced. A discussion took place about the problems that we have had with the system. **Motion was made by Michael Alabovitz and second by Mike Kokinda to accept the proposal from HT Lyons to repair the HVAC unit at the Community Center, as stated in the quote, with HT Lyons only doing what needs to be done with the control system.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council. Kira strongly urged Council to hire someone to run the Community Center, even if it means raising the rates to pay someone, because it is becoming way too much. People are coming to her during work hours, people are showing up at her home, she is getting phone calls at midnight and she is there all weekend and now during the week as well. She has the police helping her when they can but they do have to answer calls and can’t always get there to unlock the doors. She said the police are locking up and walking through the building for her but they do not know what to look for as far as damages, clean up, etc. Jesse Walck moved the meeting along. Kira interrupted and asked what they are going to do about the Community Center. Michael Alabovitz said no matter who you have running it someone is always going to be on vacation or out of town or something else. He is not saying that it is any different for Kira, what he is saying is that the person who is renting the center should be told the doors will be unlocked and locked at certain times and if the doors lock behind you then too bad. Kira stated that she is not going to be walking through the building by herself at midnight; Mike agreed. Mike feels that we should have some sort of system that will control the doors, even if it is something that Kira can control from her computer. He is going to contact someone who does this and will have him call Kira so she can explain what is needed. Kira said anything Council can do would be helpful.

Fire and Emergency Services – Nothing at this time.

Recreation – Nothing at this time.

Motion was made by William O’Gurek and second by Mike Kokinda to accept the Committee Reports for the month of November 2014. Motion was opened to the floor for comment; none made. Motion carried unanimously by Council

Communications –

Communication for the Month of November 2014

1. Notice of Assessment from the Board of Assessment and Revision of Taxes.
2. Notice of Property Assessment from the Board of Assessment and Revision of Taxes.
3. Letter from Nesquehoning Borough thanking Council and the Summit Hill Fire Police for volunteering their time to help with traffic control during the Veteran's Day Parade.

Motion made by Mike Kokinda and second by William O'Gurek to approve the Communications for the month of November 2014. 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 December 2014. General Fund bills were \$67,831.66, Sanitation Account bills were \$24,113.29, the Community Center bills were \$454.82 and Street Account bills were \$2,537.00. **Motion was made by Mike Kokinda and second by John O'Gurek to approve the bills for the month of December 2014.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Old Business

1. Ordinance No. 5 of 2014 - UCC Ordinance - Jesse Walck asked Attorney Greek if any communication was received from L&I in regards to the ordinance; Attorney Greek stated that nothing was received. Jesse said that there will be a letter coming from them but it will have to be addressed in January and asked for a motion to table. **Motion was made by William O'Gurek and second by John O'Gurek to table the ordinance until a letter is received from L&I.** Motion opened to the floor for comment; none made. Motion carried unanimously by Council.
2. Roller Purchase - Jesse Walck informed Council that Kira spoke to the salesman about the options for purchasing the roller and they went over the financing options. He said he thinks that everyone is on the same page that we need to purchase a new roller. Based on the way the budget is right now, he feels we should do the 10 year financing. He did state that they can probably pay it off by the end of the year but this gives flexibility in case something would come up and they would be short with funds. Michael Alabovitz asked what the rates are; Jesse said 2.75%, which is very low and it is under the CoStars program. **Motion was made by John O'Gurek and second by Michael Alabovitz to purchase a new Caterpillar roller at a cost of \$43,043.00 with the 10 year financing option.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
3. Sale of Borough Equipment - Jesse Walck said a motion is needed to advertise, for the second time, sealed bids for the Borough's equipment. **Motion was made by John O'Gurek and second by Michael Alabovitz to advertise the 1991 Dump Truck and the Dresser Roller.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
4. William O'Gurek asked if there was any progress with the Water Authority takeover. Attorney Greek said he does have a meeting scheduled with Attorney Velitsky.
5. John O'Gurek mentioned that he has received a lot of complaints about the plowing. He said the guys are driving up and down the streets, not plowing, and they should be plowing curb to curb. He can't see why the guys are driving around at twenty some dollars an hour and nothing is getting done. It makes no sense to go by the parking ordinance, the police are not blind when it comes to ticketing the cars. If they aren't going to do curb to curb, then send them home at 2:00. In the 12 years that he has

been on Council, they have always did both sides of the street in one day as long as the cars were moved. Michael Alabovitz said there is always someone calling the office and complaining that their street was not plowed. Chief Fittos stated the people get mixed up no matter if we follow the ordinance or if we do it in one day. Jesse Walck told John that if he can figure out a way to rewrite the ordinance, then please do. John said that is not a matter of rewriting the ordinance; Jesse said it is. Jesse stated that we are following the letter of the law; it is our job. John said the letter of the law contains the parking. People are having problems parking because of the snow not being plowed and trying to figure out which day is which. The ordinance is to move the cars and for parking. John said as an example, Thanksgiving Eve, a lot of people's families came in to visit and now everyone is trying to move cars and figure out where they are supposed to be parked. He drove around town and noticed cars that moved after one side of the street was plowed and saw no reason for the other side not to be done. Jesse asked if what he is trying to say is that the Borough should now be paying overtime for the workers to plow in the evenings to get the whole town done in one day. John said no because they are already out. The ordinance specifically states when you need to move your cars after a storm. Michael Alabovitz said that no one is complaining but him. Jesse Walck announced that we need to move on with the meeting. John said that he has one more thing to discuss. He would like to know why there are 8 people on the Borough's call out list for part-time, yet the same person keeps getting called out to work. Michael Alabovitz said John is chairman of the street committee and he should know what is going on. John said he is asking because he is the chairman of the committee and no one tells him anything. Tom Tkach expressed that it is absolutely wonderful that Summit Hill Borough Council has no clue what the heck is going on as far as who is in charge of what. John would like to know who is making the call. He, as the chairman, feels he should be making the call and if not at least be informed. John then asked Kira if a draft of the plowing agreement was sent to the Water Authority. She explained that she did not hear back from all of Council so she did not do anything with it. She was going to ask Council tonight what they would like her to do about it. John said he wants it done. He explained that Bob Mongi was informed by the authority to do whatever the Borough needs. Bob said that he was told that if he is asked to help, that he should do it. John explained that Attorney Greek said if we want the authority to help, we would need to redraft the agreement. Why should we be paying \$11.00 an hour if we can get the help from the Water Authority for free. Kira stated that she will type up a new agreement tomorrow and get it out to Council to approve before sending it to the Water Authority. Bob Mongi said if Council is taking over, what does it matter if we help now or help next year. Mike Kokinda said cooperation goes a long way.

New Business

1. 2015 Budget - Jesse asked if anyone had any questions regarding the budget. It was adjusted to include seven months of the Water Authority's budget. **Motion was made by Michael Alabovitz and second by William O'Gurek to adopt the 2015 Budget.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
2. PMRS Pension Ordinances - Kira explained that she has updated ordinances for the Borough and Police pension plans. There are some changes that need to be made but that would mean PMRS would need to redraft the ordinances to reflect the changes. There is a deadline of January 1, 2015 but PMRS is willing to extend the deadline until the changes can be made. Kira asked if Council can make a motion tonight to advertise the ordinances pending the changes are received from PMRS. **Motion was made by William O'Gurek and second by Mike Kokinda to advertise the ordinances for the Borough and Police pension plans pending the changes made by PMRS.** Motion was opened to the floor for comment; none made. Motion was carried unanimously by Council.
3. EMA Resignation - Jesse Walck stated that Council received a letter of resignation from John Allesch as the Borough's Emergency Management Coordinator. **Motion was made by William O'Gurek and**

second by Mike Kokinda to accept the resignation of John Allesch as the Borough's Emergency Management Coordinator. Motion was opened to the floor for comment; none made. Motion carried unanimously by Council. William thanked Mr. Allesch for his many years of service to the Borough. Michael Alabovitz also thanked him and asked that Kira send a letter of thanks.

4. Advertise for a new EMA - **Motion was made by John O'Gurek and second by Mike Kokinda to advertise for a new Emergency Management Coordinator for the Borough.** Motion was opened to the floor for comment; none made. Motion was carried unanimously by Council.
5. Payment for New Borough Building - Jesse stated that all of Council received a copy of the invoice from Wood Originals for payment for the salt shed. Kira explained that Mike Tirpak, Borough Engineer, reviewed all documents and payroll submittals. He has signed off on the project and recommends Council approve payment for the project. **Motion was made by John O'Gurek and second by Michael Alabovitz to pay Wood Originals for the construction of the new salt shed in the amount of \$67,494.00.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
6. Handicap Parking - One application was received for the renewal of a handicap parking spot located at 19 North Oak Street. **Motion was made by Mike Kokinda and second by William O'Gurek to approve the handicap parking renewal at 19 North Oak Street.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
7. Special Purpose Parking - Kira stated that she received an application for a special purpose parking spot for S&O Computers. They are asking that a "Customer Parking Only" sign be placed in front of their business. Jesse said maybe we can making it for certain hours. Council agreed that the sign should read "Customer Parking Only During Business Hours". **Motion was made by William O'Gurek and second by Mike Kokinda to approve the special purpose parking request for S&O Computers located at 125 East White Street with the sign stating "Customer Parking Only During Business Hours".** Motion was opened to the floor for comment; none made. Motion carried unanimously by council.
8. Reappointment of Lehigh Engineering - Kira stated that she received a letter, as well as a list of fees, from Lehigh Engineering asking for reappointment for 2015. **Motion was made by William O'Gurek and second by John O'Gurek to reappoint Lehigh Engineering as the Borough's Third Party UCC Agency.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
9. Christmas Bulb Replacement - Kira explained that she received information from Display Sales and they are offering a discount for the purchase of LED bulbs, as well as the wire and sockets, to replace what the Borough currently has on their Christmas decorations. A total cost for bulbs, sockets and wire would be \$2,250.00. If the order is placed by the end of the year, an additional 10% will be given on the wire and sockets, which brings the cost down to \$2,187.72.00. Since the new bulbs would be LED, it will save money down the road. Jesse asked if the borough workers would be restringing the lights; Kira said yes. Mike Kokinda asked what the total savings would be; Kira said she was not sure. Jesse said he would like to hold off until May. He instructed Kira to bring it to the table again in spring.
10. 2015 Meeting Dates - Kira said that she has the 2015 meeting dates ready for advertisement for Council, the Zoning Hearing Board and the Planning Commission. Kira asked Council if they were ok with the December date being the 28th, which is the week between Christmas and New Year's. Council did not see a problem with the December meeting. **Motion was made by Mike Kokinda and**

second by William O'Gurek to advertise the 2015 meeting dates for Council, the Zoning Hearing Board and the Planning Commission. Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

11. Chief Fittos explained that Jeff had mentioned another company for replacing the RMS server. He had already talked to them about a replacement and they said it would cost somewhere between \$10,000 and \$12,000 where RMS is quoting \$3,595.00. He said he told them what RMS is quoting and they wouldn't budge. Michael Alabovitz asked what Jeff means by checking with Ron Kokinda. Fittos stated that other agencies in the County are using another company. Ron Kokinda might be able to check to see if there are any grants available for this purchase. He said that the county cannot mandate what system you use but if the county goes with one system, they will dispatch with it and it may not work if the Borough does not have the same. Michael Alabovitz asked Chief Fittos to check with the county and see what they are using or what they might switch to before we spend the money.

Mike Kokinda requested an Executive Session to discuss Personnel issues.

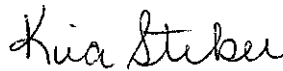
Council entered into Executive Session at 7:57 p.m.

Council entered back into regular session at 8:23 p.m.

Motion was made by William O'Gurek and second by Michael Alabovitz to adjourn at 8:24 p.m. until the next regular scheduled meeting on January 26, 2015 at 7:00 p.m. Motion opened to the floor for comment; none made. Motion carried unanimously by Council.



Jesse Walck
Council President



Kira Steber
Secretary/Treasurer