

Summit Hill Borough Council
August 24, 2015, 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 Mike Kokinda, Vice President John O’Gurek, Michael Alabovitz, Bill Chapman, William O’Gurek and Solicitor Michel Greek were all in attendance. Mayor Paul McArdle arrived at 7:03 p.m. Greg Kosciolk and Jesse Walck were absent.

Minutes – **Motion was made by John O’Gurek and second by William O’Gurek to approve the minutes from the July 22 and July 27, 2015 Council meetings.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Floor – *Nothing from the floor at this time.*

Mayor’s Report – Mayor Paul McArdle reported receiving three checks from the District Justice for the month of July 2015 in the total of \$620.75. **Motion was made by Bill Chapman and second by William O’Gurek to accept the Mayors report for the month of July 2015.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Police Report – Chief Fittos read his police report and stated that a resignation letter was received from Officer Shawn Nunemacher effective August 13, 2015, but he will finish out any shifts that are assigned to him. **Motion was made by John O’Gurek and second by Bill Chapman to accept the resignation of Officer Shawn Nunemacher.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council. Chief Fittos said that he would like to hire Ryan Holohan as a part-time officer for the borough. **Motion was made by William O’Gurek and second by John O’Gurek to hire Ryan Holohan as a part-time police officer for the borough.** 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 John O’Gurek to accept the police report for the month of July 2015.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Planning and Zoning Report – Borough Secretary, Kira Steber, informed Council that they have a copy of the report and there is nothing additional to report. **Motion was made by Bill Chapman and second by William O’Gurek to accept the Planning and Zoning report for the month of July 2015.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Work Leader Report – Michael Alabovitz said there are a lot of complaints about high grass in town. He explained that the Borough workers have been in other towns for at least two weeks; that’s why the grass hasn’t been cut. Bill Chapman said he talked to Lou Labosky from Camp Adams and he said he may possibly be bringing the guys up here this week to help get some work done. Chapman asked if we were done with our paving. John O’Gurek said no but he doesn’t know what we are going to do with Billy being out this week. He said a whole block of McMurtrie Street and also Mountaintop Road need to be addressed. Bill asked if Lansford will help us out; John said they will. He stated that he will have Ronnie call Lansford and find out if Greg will be available to help run the machine up on Mountaintop. We are starting to run short on time. We have an issue with McMurtrie with the way the water is flowing at the end of the road, which is washing down from Ludlow Street. We are going to go right up to where the gate is and try to create a swell. Chapman stated that McMurtrie Street is a mess. John said he understands that and when they pave they will build up the curb there to help with the water issue and help keep it going down towards Stoney Lonesome. Kira said that Mr. Boyd will be coming out to help, he has been on vacation, but should be here next week. John added that he does have a CDL. Tom Tkach asked why no summer help hired this year. Mike Kokinda said summer help is typically provided by the County. Kira explained that we asked to get two people for help this year and we received none; Lansford received one person and they asked for two or three. We always depend on the

program for help each year and they didn't provide anybody this year. Tkach said he would like to know what is going to be done about the west end of Holland Street by Gawlik's garage. There are two sewer drains that are all blocked up. He was wondering if there any way the Borough can dig a trench to let the water drain down towards Evans' to resolve the issue. John explained that they have been looking at the area but we are going to need money to run a pipe from the sewer on the corner down towards Evans', which is about 500 feet of pipe. He also mentioned the other end of that area towards St. Joe's church. That also needs to be dug up because when it rains you can fish there. O'Gurek asked Kira if she heard back from anyone at the coal company in regards to this issue. Kira stated that she called someone and they told her to write a letter and send it to the main office. She did this and hasn't heard back from anyone. Someone did contact Billy Frantz and that is the last she heard about it. O'Gurek said maybe we can get Billy to go down with his backhoe and make the trench deeper. As far as the other situation, we are probably going to have to bear with it until next year when we get some money, but it is a priority. **Motion was made by Bill Chapman and second by Michael Alabovitz to accept the Work Leader report for the month of July 2015.** 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 July 2015. Alice Kane submitted total taxes in the amount of \$53,645.86 with a commission of \$2,682.29. **Motion was made Bill Chapman and second by William O'Gurek to accept the Tax Collector Report for the month of July 2015.** 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 July 2015. Berkheimer submitted a total EIT of \$16,047.22 with a commission of \$277.62 and postage charges of \$23.74 Total LST submitted was \$24.50 with no commission and postage charges of \$1.07. **Motion was made by Bill Chapman and second by John O'Gurek to accept the Wage Tax Report for the month of July 2015.** 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 July 2015. General Fund receipts were \$68,864.00, Sanitation Account receipts were \$24,596.50, Community Center receipts were \$475.00 and Sewer Fund Receipts were \$23,868.21. **Motion was made by Bill Chapman and second by John O'Gurek to accept the Receipts for the month of July 2015.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Tom Tkach, West Holland Street, said last month he mentioned the trash containers, which were donated by the Lyons club. He was wondering if anyone contacted Tamaqua Transfer about them. He said all they need to do is take the lid off and take the bag out, it's not that hard. Kira asked if they are still not taking the garbage. Bill Chapman said they took the on across the street from him. Tom said as long as they were contacted, that is all he was concerned about. The containers cannot be moved.

Committee Reports –

Streets –

1. John O'Gurek said the Elk building is empty and sees no reason why they cannot open the alley that is closed alongside the building. The business is no longer in operation and the Borough closed it as a courtesy because there were a lot of woman working at the factory and parking there. Michael Alabovitz said we will have to look into it because it may have been a legal agreement. O'Gurek stated that it is creating a problem for the fire company. Alabovitz said if there is a legal agreement, we cannot just take it back. O'Gurek stated that years ago Council gave them permission to create a loading dock, which blocked the alley. Atty. Michael Greek said he will look into it.
2. John O'Gurek said he would like to discuss the rate for a part-time CDL Driver for the Borough. Right now we are paying \$11.00 an hour, which is for cutting grass and CDL drivers and feels we need to

raise the rate for the drivers. Bill Chapman asked what other Boroughs are paying their drivers. O'Gurek stated that he doesn't think they hire too many CDL drivers and Coaldale doesn't have a vehicle that requires a CDL. As for Lansford, he is not sure. They have two guys but not sure what their rate is. He feels that someone with a CDL should be making at least \$13-\$15.00 an hour.

Motion was made by John O'Gurek and second by Bill Chapman to increase the part-time rate to \$15.00 per hour when working and using their CDL. Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

3. John O'Gurek said that Lansford Borough is interested in purchase the Borough's old tar buggy. He spoke with a council member who contacted him about it. We have a pallet or a pallet and a half of tar left that cannot be used in the new one that they would also like to purchase. He asked Kira to look up the price that we paid for the tar and we can figure out a basic figure. He does want to make sure that the new one is working properly before we would get rid of the old one. Michael Alabovitz stated that we should give them the tar buggy and just charge for the tar that we have left for it. O'Gurek asked Kira to get in touch with Ronnie to see how much tar is left and once we figure out a price he will contact Lansford Borough.

Buildings -

1. Mike Kokinda said he has a quote from HT Lyons to replace the unit for the Council Chambers in the amount of \$1,918.00. John O'Gurek asked if it was for the room they are in; Kira said yes. She stated that each unit is slowly on its way out. O'Gurek asked if we ever heard back from them about a maintenance agreement; Kokinda said that will be discussed next. **Motion was made by Bill Chapman and second by John O'Gurek to approve the quote in the amount of \$1,918.00 to repair the HVAC unit for the Council Chambers.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
2. Mike Kokinda asked Kira if she received any quotes for a maintenance agreement for the HVAC units. Kira explained that she only received two quote because people are coming to look at the units but not getting back to her with a quote or people are trying to give her a quote over the phone without even looking at the units. The two quotes she has are from ABC in Walnutport and HT Lyons. She mentioned that she has been trying for months to get quotes and this is all she can get. ABC quoted \$495.00 every 4 months and HT Lyons quoted \$2,136.00. She told Council that HT Lyons said that if they are granted the agreement, they would be willing to give us a break on the repairs they have been doing. Kokinda said HT Lyons has been working with us over the past few years. John O'Gurek said most of the issues have been taken care of by HT Lyons. Kokinda stated that the proposal from HT Lyons is \$534.00 a quarter, which would be four times a year. ABC is \$495.00 a quarter, which is a difference of about \$39.00 a quarter. O'Gurek feels we should go with HT Lyons since they already know the systems. Kokinda feels that if we have the units maintained and gone over on a quarterly basis, they won't be breaking down all the time. William O'Gurek asked what the maintenance agreement is for; Kokinda said it will cover the four units at the Borough Hall and all five at the Fire Company. **Motion was made by John O'Gurek and second by Bill Chapman to enter into a maintenance agreement with HT Lyons as a cost of \$2,136.00 per year.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
3. Kira Steber addressed Council about the Community Center. She said she is sure that Council is sick and tired of hearing her complain about it but it is driving her crazy. She said that Council either needs to hire someone to run the place or they need to start paying her to do it. We are booked solid every weekend since about March or April all the way through September or October. She even has people booking the place for next year already. She is sometimes there Friday night, Saturday night and Sunday night. She is getting phone calls all the time, the doors aren't even the issue anymore. One weekend there was a party on Saturday and another on Sunday. When she went over to lock it up Saturday night, the place was a disaster. She had to come back over early Sunday morning to clean,

which took her an hour and a half to do because she had to mop the floor, take out the garbage and clean the bathroom and make sure to be out of there so the next party could set up. Chief Fittos asked about security deposits. Kira said that she was definitely keeping theirs. Fittos asked how much she charge for a security deposit; Kira said \$100.00. Steber stated that it is now interfering with her personal time. She even has to worry about it while on vacation because she needs to make sure someone opens the doors for her. She said the police do help her with the doors if it is later at night, because there is no way she is going over there late at night by herself. However, someone still needs to inspect the place to make sure it is ok for the next party. There is no way she can have people going in there for a party and the place is a mess. After the last party, there was cupcake/cake smashed all over the tables, someone dragged a garbage bag from the kitchen to the dumpster that leaked salad dressing all over the place, the bag busted right by the dumpster and they left the food all over the ground. She received a call during the party that the urinal in the men's bathroom was leaking so she had to call Billy out to fix it. They took the garbage bag out of the can in the bathroom and shoved it in the bucket of water and put it back in the closet, which she also had to clean up. Either Council is going to pay her for it or they are going to hire someone because it is not fair to her anymore. Wayne Gryzik asked where the fees for the center go. She explained that they go into an account for the center, which is to help pay the bills plus there is a cleaning girl. Mike Kokinda asked if we can have the cleaning girl come on the weekends to clean between the parties. Kira stated that we cannot have her on standby because they may or may not need her, that wouldn't be fair to her either. Kokinda asked Kira if she would still be ok taking the phone calls and booking the parties. Kira said she wouldn't have a problem but if someone is going to run it, wouldn't they be the one to do that. Kokinda said yes but his thinking is that we could find part-time help, maybe someone retired or just looking to make a few bucks on the side. Someone who would be available on weekends who could mop the floor and lock and relock the doors. Bill Chapman suggested advertising for someone to do janitorial services. Kokinda asked Ron Gower if he would be able to put something in the paper for them. Kira asked what the pay will be, are you going to allow the person to lock and unlock the doors, are you going to give this person a key. The current cleaning person doesn't have a key so she is still running over there to open the doors and then again to lock them back up. Michael Alabovitz asked why the current person does not have a key. Kira explained that when she came back she was told that the person could not have a key. Kokinda recommend giving her a key that only opens the Community Center doors. Alabovitz said the way the keys are set up, they would have keys for both buildings. Kira explained that she received the information from Mike Alabovitz and will contact the companies in regards to an automatic locking system for the doors. However, the issue is that someone still needs to go and check the building in between events and clean it if need be. Alabovitz said in his opinion, we need to get the computerized locking system. The other thing is to include a cleaning fee in the rental of the building. We should have it cleaned every time, if not, clean it yourself. Steber suggested increasing the fees. We have people from other towns renting it because they know how cheap it is. They don't care about the security deposit because it was cheap to rent anyway. Alabovitz said that we need to have it cleaned every time it is used, that is just the way it is. Kira stated that she doesn't have a problem helping out but it is to the point where she is running over there every weekend and has even had people show up at her house because one of the inside doors was locked by accident. Her personal time is being effect and it is not fair to her or her family. Chapman again suggested advertising for part-time janitorial services. Kokinda said we did that once before and we got quotes back for hundreds of thousands of dollars. There were outfits from Philadelphia that gave a quote for \$400,000.00; it was ridiculous. We need someone interested in a part-time job to do custodial work, someone to handle the in between times. Kira asked if they are also going to lock and unlock the doors or is that still going to fall back on her. Are you going to hire someone to be the person to run and clean or is that going to still be her. This is kind of defeating the purpose of what she is asking for. Chief Fittos said that the floors in the police department have not been waxed in years. Kokinda said to get information on the locking system and wait to see if we get any interest from people once Ron puts it in the paper. Kira asked if there was anything we could do about the kitchen stove. Every time someone needs to use the stove, she has to call Ronnie or Mike Kokinda to come and light it. She asked if it was safe to let it on all the time. Kokinda said we will be

wasting money by letting it on all the time. Fittos suggested a care taker like they have at the FOP lodge. Alabovitz suggested different rates for different users depending on if they need the kitchen or not. Kokinda said to get more information for the next meeting and then they will discuss it.

Fire and Emergency Services - Nothing to report at this time.

Recreation – Jodi McAndrew said they will be inviting Roobhenn Smith to their next meeting and would also like to see a member of Council there to discuss a possible parking lot at the Little League Field. The area they are thinking of is down where the tennis courts are located. They will keep the playground equipment there because they discussed putting other equipment in. They would like someone to come so that they can all be on the same page. Instead of having Breakfast with Santa this year, they are thinking about doing a Christmas tree lighting in Ludlow Park on December 6, 2105, similar to what Lansford does. They will need assistance from the borough workers to hang the lights. They did not have their Back to School picnic this year and the Halloween party is up in the air because every penny they have is tied up in CDs and cannot be touched. They are going to try and get businesses to be yearly sponsors of the events. They are hoping that every year two businesses can help out by donating \$100.00 each; \$200.00 is usually what they spend on the event. They will be having a Thirty-One Bingo in a few weeks. Mike Kokinda asked for volunteers to attend the Recreation Commission meeting. Michael Alabovitz volunteered to attend and he also said that if they can find someone else to match a donation, he will donate \$100.00 for their Halloween party. Mike Kokinda said that he would match and donate \$100.00 as well. Jodi thank the both of them and said they can now have their Halloween party on October 24th.

Motion was made by William O’Gurek and second by Bill Chapman to accept Committee reports for the month of July 2015. Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Communications

Communication for the Month of August 2015

1. Notice of Assessment from the Board of Assessment and Revision of Taxes
2. August 2015 Central PA Teamsters Health and Welfare/Pension Guardian Newsletter
3. Packet from PSAB – 2014 Financial Report, Newsletter, Legislative Directory, Programs, etc.

Motion was made by William O’Gurek and second by Bill Chapman to accept the Communications for the month of July 2015. Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Bills – Borough Secretary, Kira Steber, read the expenses for the month of August 2015. Total General Fund Expenses were \$44,401.80, total Sanitation Fund Expenses were \$23,898.19, total Community Center Expenses were \$80.00 and total Street Account Expenses were \$ 6,025.00. **Motion was made by Bill Chapman and second by William O’Gurek to pay the bills for the month of August 2015.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

Old Business –

1. No Parking Ordinance for East Richards Avenue – Kira asked Michael Greek if he got a chance to work on the ordinance. Atty. Greek said he got a draft but has to get it up to Council.

New Business –

1. Resolution No. 2015-03 - Kira Steber said Council needs to approve a resolution for a Single Application Grant in the amount of \$37,834.63 to purchase a 2016 Ford Utility Police Inceptor SUV. **Motion was made by William O'Gurek and second by Bill Chapman to adopt Resolution 2015-03 to apply for a Single Application for Assistance grant in the amount of \$37,834.63 to purchase a 2016 Ford Utility Police Inceptor SUV.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
2. Handicap Parking Renewal - Kira Steber said she has a renewal for 106 East Hazard Street with a letter asking for exemption from the doctor's review for future renewals. **Motion was made by John O'Gurek and second by Bill Chapman to approve the handicap renewal for 106 East Hazard Street with an exemption from a doctor's approval for future renewals.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
3. Special Purpose Parking Application - Kira Steber said she received a special purpose application request from J.C. Tanning located at 12 East Ludlow Street. They are looking for two parking spaces for their customers with a one hour time limit. Chief Fittos said that the signs should state during business hours only. Michael Alabovitz asked what their current hours are; Kira was not sure. Alabovitz suggested getting their hours first and bring it back to the next meeting for discussion.
4. Rental Inspections - Kira Steber mentioned to Council that the current Zoning Officer, Bill Kirklosky, is willing to do the rental inspections for the Borough at his current rate of \$15.00 per hour. Kira said that he does not need to be certified. She will have the current inspector do a few inspections with Bill until he can familiarize himself with the process. **Motion was made by Bill Chapman and second by Michael Alabovitz to appoint Bill Kirklosky as the Rental Inspection Officer at a rate of \$15.00 per hour.** Motion was opened to the floor for comment; none made. Motion was carried unanimously by Council.
5. Crosswalks on Highway - Kira Steber said she received a call from a concerned parent asking to have signs placed for student and pedestrian crossing on the highway at the intersection of Pine and Ludlow Streets. Chief Fittos said that he will look into this further and mentioned that the borough workers can paint the lines.
6. Electronic Recycling - Kira Steber explained that last year when they held it, the transfer station had trucks in town at 2:00 in the morning and where here until about 9:30 at night because they were filling up so quickly and had to keep running back to the station to dump. They had a problem with people putting as many as 8-10 televisions out at one home. Tamaqua Transfer is asking if Council would consider allowing them to place containers by the borough garage to allow residents to come there and drop off their recycling. They are even willing to do it on a Saturday so that people who work can get there. They would even have someone there to monitor the containers and check IDs so that only Summit Hill residents can drop off electronics. They would make sure to have the containers removed that night. Michael Alabovitz asked how much money they will be giving back to the Borough. Kira said that it states in the contract that they are supposed to do it. If it is in the contract, then maybe they should do it in two days instead of one. William O'Gurek asked why they don't seem to have a problem picking up garbage in one day but when they do electronics recycling it takes them from 2:00 in the morning until 9:30 at night. Steber said she feels that they got themselves in a bind by putting this in the contract. Fall and Spring Cleanup is two days, so what can't we do the same for the electronics. Mike Kokinda asked Kira to call Tamaqua Transfer and talk to them about possibly doing a two day pick up.

7. Michael Alabovitz is interested in having a compost dumping station in town, for yard waste only. Other municipalities do this and they have a place for people to bring in yard waste. Doing this will help stop dumping in town. Maybe a grant would be possible. We would need to put cameras there to monitor what people are dumping. He asked if Council would be interested because he does not want to do all the leg work if Council is not interested. Council did have a problem with it.

Council entered into an Executive Session to discuss personnel matters at 8:03 p.m.

Council entered back into Regular Session at 8:17 p.m.

Motion was made by Bill Chapman and second by William O’Gurek to adjourn at 8:19 pm until the next regularly scheduled meeting on September 28, 2015. Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.



Mike Kokinda
Council President



Kira Steber
Secretary/Treasurer