

**Summit Hill Borough Council**  
**December 28, 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, Greg Kosciolek, Jesse Walck, Bill Chapman, William O’Gurek and Mayor Paul McArdle were all in attendance. Solicitor Michael Greek was absent.

**Minutes** – **Motion was made by John O’Gurek and second by Bill Chapman to approve the minutes from the November 23, 2015 Council meeting.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

**Floor** – Wayne Gryzik said he was at a Zoning Hearing Board meeting last month and the Zoning Solicitor stated that the zoning laws were antiquated. He was wondering if Council will be adopting a new zoning ordinance. Mike Kokinda said they were never made aware that they were outdated. Gryzik asked if this information would come from the zoning board. Kokinda stated that he would think that the board or Mike Garfield, the solicitor, would inform them if there was an issue. Kira Steber noted that it does take more than just adopting an ordinance. Someone would have to write the new laws.

**Mayor’s Report** – Mayor Paul McArdle read the Mayor’s Report for the month of November 2015. A check was received from the District Justice in the amount of \$1,029.07. **Motion was made by John O’Gurek and second by Greg Kosciolek to accept the Mayor’s report for the month of November 2015.** Motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**Police Report** - Chief Fittos informed Council that car 304 is being used regularly. John O’Gurek asked Chief Fittos to make sure to inform all the part-time officers what the winter procedures are in case they are out when it snows and the plows trucks need to be called out. Bill Chapman also noted that the new signs that are out on the highway will need to be removed during plowing. Kira Steber informed him that the Borough crew already took them down. **Motion was made by John O’Gurek and second by Billy O’Gurek to accept the Police report for November 2015.** Motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**Planning and Zoning** - Kira Steber said Council has a copy of the report. **Motion was made by Bill Chapman and second by William O’Gurek to accept the Planning and Zoning report for the month of November 2015.** Motion was opened to the floor for comment, none made. Motion carried unanimously by Council.

**Work Leader Report** – **Motion was made by Bill Chapman and second by John O’Gurek to approve the Work Leader report for the month of November 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’s report for the month of November 2015. Alice Kane submitted total taxes in the amount of \$4,457.23 with a commission of \$222.86. **Motion was made Bill Chapman and second by William O’Gurek to accept the Tax Collector report for the month of November 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 November 2015. Berkheimer submitted a total EIT of \$27,698.54 with a commission of \$479.18 and postage charges of \$25.53. Total LST submitted was \$34.90 with no commission and no postage charges. **Motion was made by William O’Gurek and second by Michael Alabovitz to accept the Wage Tax report for the month of**

**November 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 November 2015. General Fund receipts were \$43,861.22, Sanitation Account receipts were \$25,872.50 and the Community Center receipts were \$1,065.00. **Motion was made by Greg Kosciolk and second by John O’Gurek to accept the Receipts for the month of November 2015.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

**Committee Reports –**

***Streets*** – John O’Gurek stated that he asked Kira to inform Billy and Ronnie that they need to make sure the storm drains were cleaned out. They are getting the truck prepared and ready for snow. Mike Kokinda asked about the storm drain on Holland Street. O’Gurek said it is the one that is located across from John Gawlik’s garage and it was filled with dirt and leaves. He asked Ronnie Yuricheck what the status of the drain was. Ronnie stated that they took care of the drain. He swept all around Ludlow Park and Bill Black Park. Bill Chapman asked how the storm drains look. Ronnie said they weren’t too bad but there are a few that will need repair in spring.

***Buildings*** – Nothing at this time.

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

***Recreation*** – Nothing at this time.

**Motion was made by John O’Gurek and second by William O’Gurek to accept the committee reports for the month of November 2015.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

**Communications –**

1. Letter from Greater Hazleton Area YMCA & YWCA to hold their Anthracite Triathlon on Sunday, July 17, 2016 starting at 7:00 a.m. They are asking for permission to use the Borough streets for the race and assistance from the Borough Police Department and Fire Police during the event. Chief Fittos said that he is going to give them a call and ask to be reimbursed for the assistance especially since they pay the other Boroughs. **Motion was made by John O’Gurek and second by Greg Kosciolk to give permission to the Greater Hazleton Area YMCA & YWCA to hold their Anthracite Triathlon on Sunday, July 17, 2016 starting at 7:00 a.m. and the permission to have assistance from the Borough Police Department and Fire Police.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

**Communication for the Month of December 2015**

1. Letter from the Lansford Alive thanking the Borough and shared services for the assistance in putting up the Christmas decorations in the Borough and Kennedy Park.
2. Letter from PennDOT to the CLSH Sewer Authority in regards to the ongoing improvement project on North Pine Street (Rt. 902).
3. Miller Keystone Blood Center Fall 2015 Newsletter
4. LTAP Training information from PA Dept. of Transportation
5. PennDOT LTAP Winter 2015 Information Sheet #169
6. PennDOT LTAP Winter 2015 Newsletter

7. Information and brochure from North American Fleet on 2016 Police Interceptors and Special Service Vehicles.

**Motion was made by John O’Gurek and second by William O’Gurek to accept communications for the month of December 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 December 2015. Total General Fund Expenses were \$83,663.47, total Sanitation Fund Expenses were \$23,797.16, total Community Center Expenses were \$120.00 and total Street Account Expenses were \$1,491.98. **Motion was made by Bill Chapman and second by John O’Gurek to pay the bills for the month of December 2015.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

#### **Old Business** –

1. Oil Bids - Mike Kokinda stated that no bids were received. No further action is going to be taken.
2. Low Sulfur Diesel Bids - Mike Kokinda stated that no bids were received. No further action is going to be taken.
3. RFPs for the Community Center - Mike Kokinda stated that no RFPs were received. No further action is going to be taken.

#### **New Business** -

1. 2016 Budget - **Motion was made by John O’Gurek and second by Bill Chapman to adopt the 2016 Budget for the Summit Hill Borough with the total income and expense of \$1,491,303 with no mill increase. Total millage will be 15.6: 13.6 going for general purposes, 1.5 for street lighting and .50 for fire allocation.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
2. 2016 Tax Rate Ordinance - Mike Kokinda said they need a motion to advertise Ordinance No. 1 of 2016, which sets the tax rates for the 2016 fiscal year. **Motion was made by William O’Gurek and second by Bill Chapman to advertise Ordinance No. 1 of 2016 - Tax Rate Ordinance for 2016.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
3. Street Opening Ordinance - Mike Kokinda said they need a motion to advertise Ordinance No. 2 of 2016, Street Encroachment Ordinance. Mike Greek made the changes to the ordinance that were recommended by the Borough Engineer. **Motion was made by Bill Chapman and second by Jesse Walck to advertise Ordinance No. 2 of 2016 - Street Encroachment Ordinance.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
4. Handicap Parking Applications - Mike Kokinda said there are two handicap parking applications for review. One is a renewal the other is a new applicant. Kokinda said that Chief Fittos reviewed the renewal for 110 East Amidon Street and gave his approval. **Motion was made by William O’Gurek and second by Bill Chapman to approve that handicap parking renewal application for 110 East Amidon Street.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council. Kokinda stated that Chief Fittos reviewed the new application for 357 West Iron Street and noted that he feels the application should be denied due to conflicts of feet from front door to curb that the applicant stated on the application. **Motion was made by Bill Chapman and second by Michael Alabovitz to deny the request for a handicap parking space at 357 West Iron Street.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.

5. 2016 Meeting Dates - Mike Kokinda stated that they need to set the Council meeting dates for 2016. The 2016 meeting dates will be as follows: January 4th, which will be the reorganization meeting, January 25th, February 22nd, March 28th, April 25th, May 23rd, June 27th, July 25th, August 22nd, September 26th, October 24th, November 28th and December 19th. The meeting dates for the Zoning Hearing Board will be the 2nd Wednesday of each month as needed and the meeting dates for the Planning Commission will be the 3rd Wednesday of each month as needed.
6. Police Contract - Mike Kokinda said there is a new contract between the Borough and the Police Department. The contract period would run from January 1, 2016 through December 31, 2019. **Motion was made by Michael Alabovitz and second by Jesse Walck to table this until the January meeting so that the new Council members can vote on the contract.** Motion was opened to the floor for comment. William O'Gurek stated that he and the other members of the Police Committee negotiated the contract with the Police Department so he doesn't see why they can't make a motion to accept the contract tonight. Alabovitz stated that all of Council has a right to adopt or reject a contract and since he and Jesse won't be on Council next year, he feels that the new members should have the right to review it and make that motion. Motion was again opened to the floor for comment; no additional comments made. Motion carried by majority vote with William O'Gurek and Greg Kosciolk opposed.
7. Community Center Cleaning Alternate - Kira Steber informed Council that the current cleaning person for the Community Center has a new job and some days do not work for her to clean. Her niece has been helping her out when needed and she asked if Council would consider hiring her as an alternate if she is not available to clean. Bill Chapman suggested putting her on a 60 or 90 day trial basis and see how it works out. Kira stated that she will not be there all the time only when she is needed. **Motion was made by Bill Chapman and second by William O'Gurek to hire Amber Jandrisevitz as an alternate cleaning person for the Community Center.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.
8. Bill Chapman expressed his thanks, on behalf of himself and all of Council, to Jesse Walck and Michael Alabovitz for the time served on Council. He also stated that he would like to start off the new year with a PA system.
9. Michael Alabovitz stated that he asked Mike Greek to put together a fire insurance ordinance. He feels this is something that Council really needs to consider adopting this. What this ordinance does is protect the Borough. It will make the insurance carrier have to come to the Borough to have the Borough sign off on a check so that the home owner doesn't just walk away from the property with the insurance check and the Borough is left to deal with the property. Kira Steber asked if this allows the Borough to place the insurance check into an escrow account until the property is addressed. Alabovitz said it is and feels that it is very important for the Borough to have in place.

**Motion was made by John O'Gurek and second by Bill Chapman to adjourn at 7:31 p.m. until the next regularly scheduled meeting on January 4, 2016 at 7:00 p.m.** Motion was opened to the floor for comment; none made. Motion carried unanimously by Council.



Mike Kokinda  
Council President



Kira Steber  
Secretary/Treasurer