

**Summit Hill Borough Council**  
**January 10, 2023, 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 William O’Gurek, Gino DeGiosio, Karen Ruzicka, Joseph Weber, David Wargo, Solicitor Robert Frycklund and Mayor Jeffrey Szczecina were in attendance.

Mayor Szczecina announced Ms. Daderko as a guest of honor. Ms. Daderko will celebrate her 100<sup>th</sup> birthday on January 23, 2023. Representative Doyle Heffley presented a citation to Ms. Daderko from the House of Representatives in honor of her 100<sup>th</sup> birthday. Brad Hurley, representative from Senator Dave Argall’s office, also presented Ms. Daderko with a citation from the Pennsylvania State Senate in honor of her 100<sup>th</sup> birthday. Mayor Szczecina presented a Proclamation to Ms. Daderko naming January 23, 2023 as Ethel Daderko Day in Summit Hill, Pennsylvania.

**Floor** – No one from the floor signed in to speak

**Minutes** – Motion was made by William O’Gurek and seconded by David Wargo to approve the meeting minutes from the December 13, 2022 Council meeting. Motion was opened for comment; none made. Motion carried unanimously by Council.

**Mayor’s Report** – Mayor Jeffrey Szczecina said that the total collected from the District Magistrate was \$411.38. Motion was made by Joseph Weber and seconded by David Wargo to accept the Mayor's report for the month of December 2022. Motion was opened for comment; none made. Motion carried unanimously by Council.

**Police Report** – Motion was made by David Wargo and seconded by Karen Ruzicka to accept the Police report for the month of December 2022. Motion was opened for comment; none made. Motion carried unanimously by Council.

**Planning and Zoning** – A report was not received for the month of December 2022.

**UCC and Code Enforcement Report** – Motion was made by Gino DeGiosio and seconded by William O’Gurek to accept the UCC and Code Enforcement report for the month of December 2022. Motion was opened for comment; none made. Motion carried unanimously by Council.

**Work Leader Report** – Motion was made by David Wargo and seconded by William O’Gurek to accept the Work Leader report for the month of December 2022. Motion was opened for comment; none made. Motion carried unanimously by Council.

**Tax Collector Report** – Nathan Halenar submitted the Tax Collector Report for the month of December 2022. Total collected was \$26,400.02 with a commission of \$792.00. Motion was made by David Wargo and seconded by Karen Ruzicka to accept the Tax Collector Report for the month of December 2022. Motion was opened for comment; none made. Motion carried unanimously by Council.

**Delinquent Real Estate Tax Report** – Portnoff submitted their Delinquent Real Estate Tax Report for the month of December 2022. Total collected was \$2,186.99; the monthly expense reimbursement report was not received. Motion was made by David Wargo and seconded by Karen Ruzicka to accept the Delinquent Real Estate Tax Report for the month of December 2022. Motion was opened for comment; none made. Motion carried unanimously by Council.

**Wage Tax Report** – Berkheimer submitted their Wage Tax Report for the month of December 2022. Total EIT submitted was \$29,959.77 with a commission of \$518.30 and postage charges of \$7.99. Total LST submitted was \$124.15 with a commission of \$2.55 and postage charges of \$4.73. Total DLT submitted was \$559.69 in delinquent Occupation Tax and \$244.89 in delinquent Per Capita Tax. **Motion was made by David Wargo and seconded by Gino DeGiosio to accept the Wage Tax report for the month of December 2022.** Motion was opened for comment; none made. Motion carried unanimously by Council.

**Delinquent Garbage Collection Report** – Central Credit Audit submitted their Delinquent Garbage Collection Report for the month of December 2022. Total collected from Central Credit was \$350.00. **Motion was made by David Wargo and seconded by Karen Ruzicka to accept the Delinquent Garbage Collection Report for the month of December 2022.** Motion was opened for comment; none made. Motion carried unanimously by Council.

**Receipts** – Total receipts received for the month of December 2022 was \$186,711.02. **Motion was made by Joseph Weber and seconded by David Wargo to accept the Receipts for the month of December 2022.** Motion was opened for comment; none made. Motion carried unanimously by Council.

### **Committee Reports**

**Streets** – Joseph Weber said a complaint was received from a resident regarding the neighbor at 235 East Hazard Street. The email and pictures show that the owner of 235 East Hazard Street has a sump pump in their basement, which is causing stagnant puddles during spring/summer and is now causing the water to freeze in the winter. They feel this is a dangerous situation for anyone walking or even when parking their vehicles because they are spinning out on the ice. They also feel that the water may be contaminated from a sewer drain within the home. Council briefly discussed the complaint and instructed the borough work crew to keep an eye on the situation.

**Police** – David Wargo thanked William O’Gurek, Karen Ruzicka and Joseph Weber for all the work they did to negotiate the police contract. Council has a copy to review for approval that the Special Meeting at the end of the month.

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

**Personnel** – Nothing to discuss at this time.

**Borough Hall & Community Center** - Nothing to discuss at this time.

**Emergency Services** – Nothing to discuss at this time.

**Sanitation** – Nothing to discuss at this time.

**Handicap Committee** – Nothing to discuss at this time.

**Economic Development** – David Wargo said the next meeting will be held on January 23, 2023 at 7:00 p.m. The plan is to review the Solicitation Ordinance for the Borough.

**Motion was made by David Wargo and seconded by William O’Gurek to accept the Committee Reports for the month of December 2022.** Motion was opened for comment; none made. Motion carried unanimously by council.

## Communications –

### **Communications for the Month of December 2022:**

1. Notice of Occupation Assessment from the Carbon County Board of Assessment and Revision of Taxes
2. Letter from Robert “Ski” Siesputowski regarding bringing in new businesses into town
3. Letter from the Greater Lehigh Valley Chamber of Commerce inviting Mayors’ and Municipal Officials to the Annual Mayors’ and Municipal Officials’ Reception on Thursday, March 30, 2023 in Center Valley.
4. Information from Jas’s Cleaning offering their services.
5. Information on the Annual Awards for 2023 from the PSAB:
  - a. The Distinguished Service Award
  - b. In Honor of Service Award
  - c. Anthony J. Defilippi Award
  - d. Mayor of the Year Award
  - e. Borough News Communications Contest
  - f. Outstanding Council Member of the Year Award
  - g. A.C. Scales Award

**Motion was made by William O’Gurek and seconded by Karen Ruzicka to accept communications for the month of December 2022.** Motion was opened for comment; none made. Motion carried unanimously by Council.

**Bills** – General Fund \$99,981.60, Community Center \$320.00, Sanitation Account \$29,351.01 and Street Account \$8,607.34. **Motion was made by William O’Gurek and seconded by Karen Ruzicka to pay the bills from December 14 – January 10, 2023.** Motion was opened for comment; none made. Motion carried unanimously by Council.

**Old Business** – Nothing to discuss at this time.

### New Business –

1. **Motion was made by David Wargo and seconded by Karen Ruzicka to adopt Ordinance No. 01-2023 Fixing the Various Tax Rate for the Fiscal Year 2023.** Motion was opened for comment; none made. Motion carried unanimously by Council.
2. Kira Steber requested to close both DCNR bank accounts that were used for the Ginder Field grants and transfer the balance into the General Fund. She stated that both grants are closed, and the money is due to the borough for reimbursement. **Motion was made by William O’Gurek and seconded by Gino DeGiosio to close both DCNR bank accounts with JTNB and transfer the remaining funds in the General Fund.** Motion was opened for comment; none made. Motion carried unanimously by Council.
3. President Kokinda said a letter of resignation from Council was received from Michael Alabovitz. **Motion was made by David Wargo and seconded by William O’Gurek to accept the resignation from Michael Alabovitz from Council.** Council thanked Mr. Alabovitz for his years of service. Motion was opened for comment; none made. Motion carried unanimously by Council.
4. President Kokinda said that they will need to accept letters of interest to fill the vacant seat on Council. Kira Steber stated that they have 30 days to appoint someone; the 30<sup>th</sup> day will be February 8<sup>th</sup> so a special

meeting will need to be held. **Motion was made by David Wargo and seconded by William O’Gurek to accept letters of interest for the vacant Council seat with letters due by 4:00 p.m. on January 23, 2023 and to hold a special meeting that same day at 6:30 p.m.** Motion was opened for comment; none made. Motion carried unanimously by Council.

5. Expiring terms for all Borough boards and commissions

- a. President Kokinda said there was one seat on the Planning Commission that has expired but there were no letters of interest received for the position.
- b. Zoning Hearing Board – President Kokinda stated that there was one seat that expired and one seat that is vacant and needs to be filled. Three letters of interest were received from Thomas Tkach, George Ruzicka and Ryan Strohl. **Motion was made by David Wargo and seconded by Michael Kokinda to appoint Thomas Tkach to the Zoning Hearing Board for a three year term with the term expiring on December 31, 2025.** Motion was opened for comment; none made. Motion carried unanimously by Council. **Motion was made by David Wargo and seconded by Michael Kokinda to appoint Ryan Strohl to fill the vacant seat on the Zoning Hearing Board with the term expiring on December 31, 2024.** Motion was opened for comment; none made. Motion carried unanimously by Council.
- c. Sewer Authority – President Kokinda said one letter of interest was received for the open seat. **Motion was made by William O’Gurek and seconded by David Wargo to appoint Jeffrey Szczecina to the CLSH Sewer Authority Board for a five year term with the term expiring on December 31, 2027.** Motion was opened for comment; none made. Motion carried unanimously by Council.
- d. Water Authority – President Kokinda said one letter of interest was received for the open seat. **Motion was made by Gino DeGiosio and seconded by David Wargo to appoint Joseph O’Gurek to the Summit Hill Water Authority Board for a five year term with the term expiring on December 31, 2027.** Motion was opened for comment; none made. Motion carried by majority vote with William O’Gurek abstaining due to Joseph O’Gurek being his uncle.
- e. Civil Service – President Kokinda said one letter of interest was received for the open seat. **Motion was made by William O’Gurek and seconded by David Wargo to appoint Thomas Tkach to the Civil Service Commission for a six year term with the term expiring on December 31, 2028.** Motion was opened for comment; none made. Motion carried unanimously by Council.
- f. Appeals Board – President Kokinda said that there are two vacant seats, but no letters of interest have been received.
- g. **Motion was made by William O’Gurek and seconded by Karen Ruzicka to appoint Scott Bieber as the Borough’s Sewage Enforcement Officer 2023 and accept his current fee schedule.** Motion was opened for comment; none made. Motion carried unanimously by Council.
- h. **Motion was made by William O’Gurek and seconded by David Wargo to appoint Ian Farrell as the alternate Sewage Enforcement Officer for 2023, who will use the same fee schedule as Scott Bieber.** Motion was opened for comment; none made. Motion carried unanimously by Council.
- i. **Motion was made by William O’Gurek and seconded by David Wargo to appoint Lehigh Engineering as the Borough’s Building Code Official and Uniform Construction Code Enforcement Officer for 2023 and accept their current fee schedule.** Motion was opened for comment; none made. Motion carried unanimously by Council.

- j. President Kokinda said information was received from ARRO Consulting, Inc. out of Orwigsburg and Carbon Engineering for Engineering Services for the Borough. Both parties provided their 2023 fee schedules. **Motion was made by David Wargo to appoint ARRO Consulting, Inc. as the Borough's Engineer for 2023.** Motion failed due to no second. **Motion was made by Gino DeGiosio and seconded by David Wargo to table the appointment of a Borough Engineer until the February Council meeting.** Motion was opened for comment; none made. Motion carried unanimously by Council.

**Motion was made by David Wargo and seconded by Karen Ruzicka to amend the agenda to add the request from the Hootenanny Committee.** Motion was opened for comment; none made. Motion carried unanimously by Council.

A request was received from Elise Reabold, Hootenanny Chair, asking for permission to use Ludlow Park for the return of the Summit Hill Hootenanny. The date will be Sunday, June 25, 2023 from approximately 11:00 a.m. to 8:00 p.m. They are also requesting access to the Hill Top Community Center for the event, horses to block the roads surrounding the park during the event and the use of electricity. **Motion was made by David Wargo and seconded by William O'Gurek to approve the request from the Summit Hill Hootenanny Committee to hold their annual event in Ludlow Park on June 25, 2023, access to the community center, to block off the roadway around the park and the use of electricity for the event.** Motion was opened for comment; none made. Motion carried unanimously by Council. David Wargo asked that make sure to keep vehicles off the pavers in Ludlow Park.

**Motion was made by William O'Gurek and seconded by David Wargo to adjourn at 7:30 p.m. until the next regular meeting of the Summit Hill Borough on February 14, 2023.** Motion was opened for comment; none made. Motion carried unanimously by Council.

Michael Kokinda  
Council President

Kira Steber  
Secretary/Treasurer