

**Port Carbon Borough Council
Work Session Meeting
December 21, 2021**

COUNCIL MEMBERS

Scott Krater, President, call-in
Ron Zimmerman, Vice-President, p
Denise Krater, p
Jesperson, Treasurer p
James McBreen p
Cathy Manning p
Tiffany Sullivan, p
Mary Jo Ferraro, p

ANCILLARY MEMBERS

Harold Herndon, Mayor, p
William Burke, Solicitor, p
Sharon
Loretta Skoufalos, Secretary p

The meeting was called to order by Vice President R Zimmerman, opening with the Pledge of Allegiance.

Meeting minutes approval for the month of November, 2021. D Krater motioned/T Sullivan second the motion

Mayor H Herndon did the swearing in of Police Officer Joseph T. Ferraro Jr.

Bid opening for Properties to be sold:

- a. 106 Market St..... George Thomas \$4,001.00 (10% surety included), Matthew Wallace \$6,500.00 (10% surety included)
- b. 318 Coal St. No Bids
- c. 137 Jackson St..... Casey Stefanick \$750.00 (10% surety included)
- d. 203 Jackson St..... Gary & Tonya Joy \$3,100.00 (10% surety included)
Jeffrey Dunkel 2 bids \$2,500.00 for 106 Market St. & \$325.00 for 137 Jackson St. (10% surety included)

Announcement of Executive Sessions: There was an Executive Session held on December 13, 2021 @ 7:00 pm, ended 8:00 pm for outstanding litigation matters.

Citizens - Matthew Wallace inquired about a privacy fence, J McBreen replied by letting Mr. Wallace know he will get a number for him to call because the county will be taking over the zoning in Jan, 2022.

Committee- Reports

Finance -

1. 2022 Budget Adoption was presented/C Manning motioned to accept/ J McBreen 2nd the motion.
2. Tax Rates for 2022...vote required/tax rate will stay the same.....C Manning motioned to accept/ M J Ferraro 2nd the motion.
3. Non-Union clothing Allowance..... An allocation to be put into paychecks. \$350.00 divided into 26 payments. Mc Breen motioned to accept/T Sullivan 2nd the motion.
4. Elected Officials Payments... to simplify 1st paycheck of the following month...C Manning motioned to accept/ D Krater 2nd the motion.
5. Arpa Funds.....approximately \$92,000, we will receive the same amount next year, Not clarified on how to use the funds. We have different avenues to look at such as: Fire Dept., Police, where there are stipulations. What we do know is it can be used for sewer, water, storm water projects.
6. Bank Changes... We are moving from Wells Fargo to CACL, we need another signer on the account, r Zimmerman appointed J McBreen who accepted. An appointment will be needed with CACL. C Manning motioned/M J Ferraro second the motion.

7. W9 discussion- new vendors need to fill out W9, we need to update and keep updated information on file.
8. Audit Status-waiting on 2019/2020 from the auditor. D Krater motioned/J McBreen second the motion.

Public Works -D Krater stated the skid loader is broke, for a new bucket and teeth for the bucket the cost is roughly \$2,300.00, this is from the New Holland Company and Penn Equipment. T Sullivan motioned/MJ Ferraro second the motion.

Property -C Manning reported the quotes on the flood insurance for the Senior Building:

- A. \$4,478.00-building \$61,400, contents \$15,000., Deductible \$1,500.
- B. \$4,826.00-building \$67,500, contents \$15,800., Deductible \$1,500.
- C. \$67,.49.00-building \$500,000, contents, \$500,000, Deductible \$2,000.

Renewal for Flood Insurance Option A- D Krater motioned/J McBreen second the motion.

Safety - Discussion for clothing allowance- the 3 union full time police officers are getting an allowance of \$850.00 per year, the allowance will be divided into 2 equal payments, one in June, the other one the last of the year. B Burke will do an amendment. C Manning motioned/ T Sullivan second the motion.

Safety Committee reports approval- J McBreen motioned/D Krater second the motion.

Recreation -Sullivan was inquiring about the Electric at Miller's Playground as to turn it off or leave it on. D Krater said it took to long to get it turned on in the first place, so it will stay as is. R Zimmerman feels the recreation Committee should charge for the usage of the fields when Port Carbon takes care of them.

New Committee forming- Christmas lights/ D Krater wanted to know if she can do the same with the Fireworks, 5 K and Children's Events. It was quoted by saying yes to all. But they will have to set up accounts at CACL. Vote on separate accounts: T Sullivan motioned/ M J Ferraro second the motion.

Motion to accept Recreation Committee Report J Mc Breen motioned/ D Krater second the motion.

Zoning - J. McBreen, On January 3, 2022 we will be having a reorganizational meeting, we have 2 firms on doing our enforcement, Lehigh Engineering and Nick Hazlett. R Zimmerman had a question for Nick Hazlett, concerned about bonding Insurance, Nick who was present at the meeting stated he didn't need it when he did the work for different people, they were covered. J Ferraro used Nick Hazlett in Palo Alto, says he is an asset and helps out very much in many matters. We will vote on this matter at the next meeting.

Porta Pottie Ordinance- Vote to accept T Sullivan motioned/ MJ Ferraro second the motion.

Rental Property Ordinance- On a 3 years cycle Fee schedule needed adopt Interim fee \$80.00 hr. for Administration and \$80.00 per hr. for enforcement of Rental Ordinance. J McBreen motioned/T Sullivan second the motion.

County Ordinance-to switch over our zoning to County. C Manning motioned/D Krater second the motion.

The discussion of Mechanical devices to include gambling machines. We used to charge \$50.00 a year at one point in time, but had been laxed.

J McBreen on website- working out some glitches and getting new pictures to put up.

Personnel - Pay increase for Non-union personnel .50 per hour vote needed C Manning motioned/ J McBreen second the motioned.

Approve personnel Committee Report D Krater motioned/ T Sullivan second the motion.

Sanitation - MJ Ferraro reported for 2021 \$122,753.60 as of date. Fees set for 2022, stay the same.

Exoneration for M Wade? He will have to get it rezoned before they can exonerate.

Special- Officer J Murton proposed a memo to update handy cap renewal. Fees are \$25.00 per year for renewal. D Krater motioned/ J Mc Breen second the motion.

Treasurer's Report- S Jespersen reported as of November 30, 2021

Beginning Balance: \$234,021.04

Checks and Payments\$72,944.14

Deposits and Credits\$66,097.52

Total Cleared Transactions \$6,846.62

Cleared Balance \$227,174.42 for the general fund.

Ending Balance \$170,168.32 of that \$92,000+ is ARPA Funds.

Liquid fuels

Beginning Balance \$84,144.87

Deposits\$0.69

Cleared Balance\$84.145.56

Motion to accept Treasurers Report T Sullivan motioned/ MJ Ferraro second the motion.

Tax Collection through November 30, 2021 \$1,044.88, tax Collector Compensation was \$52.25 and we received \$992.63 motion to accept report T Sullivan/ MJ Ferraro second the motion.

Engineer - Report Attached motion to approve payment of \$95,530.82 and report as read by J Tohill. J McBreen motioned/ MJ Ferraro second the motion.

Fire Chief Report- 26 Total Calls/ 5 Fire/ 21 EMS report attached. There is also a fund Drive in progress.

J McBreen motioned/ T Sullivan second the motion.

Mayor -H Herndon stated times are tough and people are behind in paying tickets, etc. we will be sending out a letter to inform the people of non-payment, it will be turned over to Justice Placko, we will take a vote on the matter at the meeting on Jan03, 2022. Bucky also thanked the Committees, Council and B Burke for doing a great job for the borough. Mike with the Fire Company, Dave with the highway and my police department. Merry Christmas and Happy New Year to Everyone thank you for being part of Port Carbon and I am Port Carbon Proud. Motion to accept mayor report C Manning motioned/ J Mc Breen second the motion.

Solicitor Report- B Burke stated we are in the process of abandoning a portion of Washington St that abuts good will Fire Company so we can accommodate a potential expansion of their premises. I have prepared a quick claim deed, I am asking council permission for the council president and borough secretary to sign to affirm our intent to convey this premise to the Goodwill Fire Co. motion to accept T Sullivan/C Manning second the motion. Motion to accept Solicitor's report MJ Ferraro motioned/D Krater second the motion.

Unfinished business - R Zimmerman, looking into grants, Bric, Hazard mitigation through Pema and Fema, had attended a virtual meeting, but towards the end of it, it wasn't what I wanted this money for. We were looking to acquire a commercial property and 2 parcels of land; the grant was for Residential Property. The grant is something we can look at for the future. T Sullivan talked to LuAnn Mengle about pricing for The Gazebo, Senior Building and Pavilion. In the new year we will come up with new pricing.

New Business- R Zimmerman we have 2 Resignations, First MJ Ferraro leaving to be the Tax Collector, Cathy Manning Council, leaving because of moving out of Borough. Motion to accept resignations T Sullivan motioned/ J McBreen second the motion.

Citizens - Megan Borowski had concerns about walking around town and seeing an awful amount of doggie duty around

Adjournment: Motion to adjourn meeting, T Sullivan motioned/ C Manning second the motion.

Meeting adjourned.

Respectfully submitted,
Loretta Skoufalos
Borough Secretary