

FORTY FORT BOROUGH

COUNCIL WORK SESSION

APRIL 20, 2015

The April work session of the Forty Fort Borough Council was held on Monday, April 20, 2015 at the Forty Fort Borough Bldg., 1271 Wyoming Ave., with President Jeff McLaughlin presiding.

President McLaughlin called the work session to order at 7:45 PM immediately following the adjournment of a special council meeting, with the following members of council present: Deborah Troy, Dorothy Craig, Joe Lynch, Charles Rick Kamus, Frank Michaels & Karen Martinelli, via telephone.

Also present were Mayor Andy Tuzinski, Manager Barbara Fairchild & Secretary Bonnie Arnone.

Topics discussed were:

- Mr. Kamus requested that the WVSA be asked to televise the sewer lines prior to the road restoration where Mr. Rehab has performed their work to avoid discovering a problem with the sewer line after the road is paved. He also requested that certain streets on the list for full width restoration be changed to just milling & overlay to free up funds for other streets in the borough to be worked on.
- A discussion was held regarding the presence of chickens at a residence in Forty Fort and if it is in violation of the zoning ordinance.
- Mrs. Craig asked if recycle receptacles can be purchased and placed at the park. Prices will be obtained.
- Ms. Troy asked how our ordinance applies to residences that are being "rented to own". She was told that if this is the case, no inspection needs to be done. She also stated that she had over 60 students from WVW Middle School help with the clean-up of the Forty Fort Cemetery and they did a very good job. Mayor Tuzinski acknowledged the good work of the WVW students as well.
- Mayor Tuzinski spoke about the possibility of placing garbage cans along Wyoming Ave. to cut down on the littering. He informed council that a donation from the Fallen Officers Organization and the Luzerne Foundation in the amount of \$6,000.00 has been received for work needed to be done in the Police Department area.
- The fact that several council members e-mail accounts are full and unable to accept any other correspondence was discussed. Mayor Tuzinski suggested that if the attachments are deleted, that will free up space in their accounts.
- Ms. Fairchild stated that the part for the transfer switch on the Generator will not be in for 6 weeks and then an appointment will be set up for installation.
- As part of the work to be done on the Local Share Grant received by the Borough, a proposal from Bill Yenalevich & Son has been received for a ductless AC in the council room and the administrative offices at a cost of \$13,117.00. An additional estimate of \$4,977.00 has been received for the ductless AC to be placed in the Police & Fire Offices that was not included in the application. Estimates for the window replacements were received from Interstate windows but this may change depending on what they find while doing the installation.

- Ms. Fairchild stated that the street sweeper owned by the West Side Cog is broken. She will find more information at the next COG meeting this week as to the repair and the schedule for all municipalities that were scheduled to use it.
- A copy of a sample disciplinary policy was given to council for their review. Ms. Fairchild would like to see this be part of the new Personnel Manual. This was discussed before and Mr. Michaels also requested if certain action was taken and in someone's personnel file at a certain point it would be removed based on good behavior.
- Job descriptions must be completed for each borough employee stating all duties they will be expected to perform.
- Mr. Lynch stated that he has been in touch with officials from Kingston Borough to discuss negotiations regarding the Fire contract. He will continue to update council.
- A sample draft of the Civil Service Rules & Regulations has been received from Atty. Todd Johns on behalf of the Borough's Civil Service Commission. A discussion took place as to certain areas of the draft that council would like to have looked into and possibly changed. It was noted that Cheryl Sealock of the Civil Service Commission has resigned leaving the seat to be filled by the #1 alternate, Atty. Mike Mey. A new alternate will need to be named to replace Mr. Mey.
- Ms. Fairchild stated that regarding the FEMA Outreach, a public meeting must be held and an application completed. Council decided to hold the public meeting just prior to the beginning of the May 18, 2015 work session and begin at 7:00 PM.
- Members of the Recreation Committee will need to meet in the near future. We currently have 5 guards returning this year to the pool but need a minimum of 10 guards. Surrounding schools, colleges, etc. will be contacted to seek possible candidates. The opening date of the pool season will not be until WWV School is dismissed for the summer with the last day of school being 6-15-15.
- Ms. Fairchild is working on an inventory list of all storm inlets throughout the borough. A discussion took place about particular storm drains that currently run into the sewer system and the possibility of correcting this problem.
- Mr. McLaughlin stated that a fund needs to be started to address the problems of the borough's storm inlets as many of them are in need of repairs.
- Ms. Fairchild stated that a sewer bill has been generated for an individual who has a hangar at the Forty Fort airport. Upon inspection, it is found that there are no facilities there that would warrant such a bill. Council agreed that this bill should be waived.

With there being no further business to conduct, the work session concluded at 9:55 PM.

The next meeting will be on Monday, May 4, 2015 at 7:30 PM.

Respectfully submitted,

Bonnie Arnone
Secretary