

FORTY FORT BOROUGH

MAY COUNCIL MEETING

MAY 5, 2014

The May meeting of the Forty Fort Borough Council was held on Monday, May 5, 2014 at the Forty Fort Borough Bldg., 1271 Wyoming Ave., Forty Fort, PA with President, Jeff McLaughlin, presiding.

President McLaughlin called the meeting to order at 7:30 PM with the following members of council present: Rob Craig, Dorothy Craig, Deborah Troy, Frank Michaels & Karen Martinelli, via telephone. Charles Rick Kamus was absent.

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

Invocation was said by Reverend Lukish after which Mayor Tuzinski introduced guests, Mayor Sandy Davis from the town of Bloomsburg, PA and former Bloomsburg Mayor Carl Howell who were there to observe the meeting. Mayor Davis led in the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES:

Motion by Mr. Craig to approve the minutes of the April 7, 2014 council meeting. Second by Mrs. Craig. All council was in favor of this motion. Motion passed.

Motion by Ms. Martinelli to approve the minutes of the April 21, 2014 council work session. Second by Ms. Troy. All council was in favor of this motion. Motion passed.

CORRESPONDENCE:

Correspondence read by Ms. Fairchild was as follows: Letter from Luzerne County Historical Society; Notice of the Day of Caring for the United Way on May 9, 2014; Government Day at Medico on May 22, 2014; the 2014 Electronics collection by Luzerne County to be held on 6/7/14 & 6/14/14; The Florescent Light Recycling Program thru the County; American Asphalt quotes thru Co-Stars; the schedule for the PENDOT Bridge Preservation project slated for 2016 on the Rutter Ave. Bridge; Eric May's Fire Works Display on May 24, 2014 with rain date of May 25, 2014. Pension reform seminar which will be attended by Ms. Fairchild & Mr. McLaughlin.

Notice that the easement obtained by Forty Fort Borough for the installation of sidewalks on property owned by Matheson Warehouse during the street scape improvement plan on Welles St. has been terminated. Atty. Haley stated that this means that Matheson Warehouse technically could make any changes that had been done thru the Street Scape Project. Ms. Fairchild will contact DCED, who funded the project, to see if they can check the contract to ascertain if there is anything noted that would address this issue.

Atty. Haley has sent a letter to Kingston Borough to request a meeting to discuss issues regarding the inter- municipal agreement with the Fire Department and upcoming personnel issues.

Residents who have delinquent sewer bills from the years 2011, 2012 & 2013 have been receiving bills from Credit Tech for those delinquent amounts. The WVSA is currently in an agreement with PAWC to do water shut off for those who refuse to pay amounts due.

Motion by Mr. Craig to authorize Ms. Fairchild to determine the details for the borough to conduct water shut off for Forty Fort Sewer Bills that are delinquent and report back to council. Second by Mrs. Craig. All council was in favor of this motion. Motion passed.

Mayor Tuzinski stated that he had also received an invitation from the Columbia Fire Dept. which was extended to all council members for a Breakfast on Memorial Day.

#### RESIDENTS AND TAXPAYERS COMMENTS & PETITIONS REGARDING AGENDA ITEMS ONLY:

Robert Swaback of 15 Susquehanna Ave., Forty Fort stated that council should check into the situation with the easement for Matheson Warehouse.

#### TREASURER'S REPORT:

Motion by Mr. Craig to accept the treasurer's report as presented. Second by Mrs. Craig. All council was in favor of this motion, with the exception of Mr. Michaels who abstained due to the fact that he had not had an opportunity to review the report. Motion passed.

#### ENGINEER'S REPORT:

No representative was present from Quad 3 Group. Ms. Fairchild related to council that Mr. Rehab is in the process of re-examining the lines to be worked on. The Highway Occupancy Permit with PENDOT for River St. is nearly complete. On 5/8/14, the Geo Tech Group will be in town to survey sections of the borough with regards to the upcoming Road Paving Project.

#### GENERAL BUSINESS:

Motion in toto by Mr. Craig to accept the following reports: Mayor/Police Dept., Forty Fort Fire Chief, Code Enforcement Officer, WVSA minutes & Shade Tree Commission. Second by Ms. Troy. All council was in favor of this motion, with the exception of Mr. Michaels who abstained on voting on the Code Enforcement Report & the Shade Tree Commission Report only as he did not have an opportunity to review them. Motion passed.

Motion by Mr. Craig to hire the following individuals for the 2014 Pool season: Sean McQueen, Hannah Rogers, Clare Winton, Michael Yeninas, Dan Jones, Ryan Kozich & Llyam McGlynn as returning lifeguards and new lifeguards Elizabeth Wood, Paige Williams, Landis Ostroski & Brianna Gaylets. Guards will be paid \$8.00 per hour with head lifeguard being paid \$8.25 per hour. Second by Mrs. Craig. All council was in favor of this motion. Motion passed.

Motion by Mr. Craig to pass Resolution #10 of 2014 the Police Code of Conduct. Second by Ms. Martinelli. All council was in favor of this motion. Motion passed.

Motion by Mr. Craig to pass Resolution #11 of 2014 for the police destruction of records. Second by Mrs. Craig. On the question: Mr. Michaels asked what the method of destruction would be

to which Ms. Fairchild answered the document would be shredded. All council was in favor of this motion. Motion passed.

Motion by Ms. Martinelli to pass Resolution #12 of 2014 for the DCNR Small Communities Grant. Second by Mr. Craig. On the question: Mr. Michaels asked what this grant was for and how much. Ms. Fairchild answered that it was for equipment for the Park and could be in the vicinity of \$42,000.00 if received. All council was in favor of this motion. Motion passed.

Motion by Mr. Craig to pass Resolution #13 of 2014 the Emergency Operations Plan and Promulgation. Second by Mrs. Craig. On the question: Mr. Craig asked Mr. Tuzinski, the EMA Coordinator, if this was a formality that must be done every two years to which Mr. Tuzinski answered that it was. All council was in favor of this motion. Motion passed.

Ms. Fairchild told council that former Mayor, Boyd Hoats had called her to say that he would like to be removed from the Forty Fort Historic Commission and have his name removed from the bank accounts. When researched by Ms. Fairchild, it appears that all other members of the Committee have passed on; there is an account with approx. \$1,300.00 at the Citizens Bank; there is a CD in the amount of approx. \$4,000.00 which will mature March 2015; there is a safety deposit box at the bank, which continues to incur late fees for non-payment, and no keys for the box. The bank will not allow any activity to be conducted with the account of safety deposit box, where there is the hope that a charter of sorts will be found, until Borough Council appoints a new committee with two check signers.

At this time, President McLaughlin, appointed the following individuals to the Forty Fort Historic Commission:

President: Robert Swaback  
Vice-President: Deborah Troy  
Treasurer: Barbara Fairchild  
Secretary: Andy Tuzinski

Additional members of the Commission appointed this evening were: Dorothy Craig & Robert Craig. A notice will be advertised seeking other members for the Commission. The authorized check signers for the account will be Mr. Swaback, Ms. Troy & Ms. Fairchild.

#### OPEN DISCUSSION:

Copies of the proposed Personnel Policy Handbook had been distributed to all council members requesting them to review same and be prepared to make any changes they feel necessary.

Mr. Craig stated that the Families for Forty Fort Park will be having a Movie in the Park, The Lego Movie, on 5/30/14 at dusk with rain date of 5/31/14. The Pool house will be open during the movie for access to the bathrooms.

Motion by Mr. Craig to grant permission for the Families for Forty Fort Park to use the electricity and pool house bathroom facilities on May 30, 2014 (rain date May 31, 2014) for the showing of the Lego Movie. Second by Mrs. Craig. All council was in favor of this motion. Motion passed.

Following inspection of the current borough sewer ordinance, it has been discovered that there are currently issues that need to be addressed, such as: Not all churches and parsonages are being billed for their Forty Fort Borough sewer usage; there are vacant lots that are being billed for sewer usage; the issuance for non-profit agencies & not for profit agencies is unclear as to how the billing is being done. Atty. Haley asked council to identify the areas of concern in the current ordinance and advise him of such in order for him to make revisions to the ordinance. Ms. Fairchild sent council her recommendations for the revision of the ordinance.

Motion by Mr. Craig to hold a Special Meeting at 7:25 PM on Monday, May 19, 2014 immediately prior to the work session, for the further discussion of the sewer ordinance amendment. Second by Ms. Troy. This meeting will be duly advertised. All council was in favor of this motion. Motion passed.

The Shade Tree Commission has been reviewing neighboring towns Shade Tree Ordinance and would like to make revisions to the Forty Fort Borough current ordinance. Atty. Haley has reviewed these ordinances and will make recommendations to council.

At this time, only one person has expressed an interest in the position of Junior Council Person for Forty Fort Borough. This term is usually from September through June. Additional candidates will be sought prior to this September.

The Florescent Light Recycling Program was briefly discussed with the general consensus being that it would not be cost efficient for the borough to conduct this type of program.

Mayor Tuzinski reported that two times per year, there are soccer tournaments at the Forty Fort Soccer Fields. During those events, parking fees are charged and there are food vendors on site. At this time, no transient vendor licenses fees have been obtained from these vendors and also there has been no health inspection has been conducted on their operations. In addition, while the borough has set forth a transient vendor fee schedule, no fee schedule has been established for a Health Inspection.

Motion by Mr. Michaels to instate a \$25.00 Health Inspection Fee for Forty Fort Borough payable prior to the inspection. Second by Mr. Craig. All council was in favor of this motion. Motion passed.

Motion by Mr. Craig to waive the fee for all work being done at the Forty Fort Meeting House. Second by Mrs. Craig. All council was in favor of this motion. Motion passed.

#### PAYMENT OF BILLS:

Motion by Ms. Troy to pay all bills as presented. Second by Mr. Craig. All council was in favor of this motion. Motion passed.

#### EXECUTIVE SESSION:

At this time, 9:55 PM, Council adjourned to Executive Session to discuss Police Personnel Issues.

Council re-convened at 10:23 PM from Executive Session.

Motion by Mr. Craig to sponsor & hire Matthew Smith as a part time police officer pending he passes all necessary testing. Second by Mrs. Craig. All council was in favor of this motion. Motion passed.

With there being no further business to conduct, a motion to adjourn was made by Mr. Craig and seconded by Ms. Martinelli. All council was in favor of this motion. Motion passed.

A special council meeting will be held on Monday, May 19, 2014 at 7:25 PM with the work session held immediately following the adjournment of the special meeting.

Respectfully submitted,

Bonnie Arnone  
Borough Secretary