

Forty Fort Borough Council Meeting Minutes September 6, 2016

Call to Order

The gavel strike of President of Council, Jeffrey McLaughlin, called tonight's meeting to order.

Invocation and Pledge of Allegiance

Mayor Andy Tuzinski led those present in a moment of silence, and in the Pledge of Allegiance.

Roll Call

President Jeffrey McLaughlin ordered Roll call. Members in attendance were: President, Jeffrey McLaughlin, Dominic Butchko, Deborah Troy, Amy Craig, Tom Murray, Rick Kamus, and Frank Michaels. Borough Mayor, Andy Tuzinski, Chief of Police, Daniel Hunsinger, Borough Manager, Bonnie Arnone, Borough Secretary, Brandy Fuller, Borough Solicitor, Jack Haley and Borough Engineer Representative of Quad 3 Rich Kresge. Visitors numbered 5. A member of the press was not in attendance. President McLaughlin confirmed a quorum.

Consent Agenda for Administrative Issues

Matters listed within the Consent Agenda have been referred to members of the Borough Council for reading and study, are considered to be routine and will be enacted by one motion of the Council. If separate discussion is desired, the item may be removed from the Consent Agenda by Council action. The Resolutions listed below were submitted to the Borough Council for review and will be adopted by one motion.

Motion made by Dominic Butchko to enact the following Consent Agenda:

1. Motion to approve the minutes of the Regular meeting held on August 1, 2016
2. Motion to approve the minutes of the work session held on August 15, 2016
3. Motion to accept the July 2016 Treasurer's report
4. Motion to pay all bills
5. Motion to accept the following minutes or reports of:
 - A. Mayor/Police Dept.
 - B. Kingston Fire Chief
 - C. Civil Service Commission

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- D. Manager Time Sheets
- E. Pave Construction meeting minutes
- F. Wesley St. pre bid meeting minutes
- G. Code Enforcement Report
- 6. Correspondence
 - A. Favata Letter
 - B. Denison House Thank You

Motion was seconded by Rick Kamus. President McLaughlin asked Council if anyone would like any of the items removed for discussion from the Consent Agenda. No Council Member asked for any items to be removed from the Agenda. All were in favor. Motion passed without dissention.

Report of Chief of Police and Mayor

The Mayor wanted to Follow Up on the request from Frank Michaels for the traffic study on Dennison and Murray St. The Chief has done a study and also has submitted a request to PenDOT to send out engineers to do one also. The Chief will continue to follow up on the study.

Civil Service sent a letter to Council requesting guidance of Council and their wishes with extending the Police Civil Service list. The Civil Service can extend the list up to 12 months. There are two more people left on the list. The Chief feels there is no need to hire anytime soon, being the Department is at full complement.

A motion was made by Rick Kamus to extend the Police Civil Service list for 12 months. Seconded by Deborah Troy. All were in favor. Motion Passed.

The Mayor acknowledged that the Police is at Full complement due to the tremendous support of Council.

The Mayor made council aware that the citation report may seem light for August, but our internal numbers are greater. So the numbers don't get duplicated, the Chief gets his data from the Magistrates office and as that comes in the numbers will go up and reflect the internal numbers.

On Saturday September 10, 2016 at 3PM there will be a ribbon cutting ceremony to dedicate the Police station in honor of Fallen Officer Robert Mack. Everyone is invited.

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Two resolutions were made up one 11x14 which will be hung in the building, and one 8x10 size with the medal of valor. The smaller will be given to the family of Robert Mack.

Mayor Tuzinski stated the cost of the framing is approximately \$250 which he is paying for. Also, Amy Craig and Suzie Tuzinski with the Families of Forty Fort supplied refreshments along with contributions from different businesses.

The Evidence Room is now secure, thanks to Bonnie Arnone and Rick Kamus's help.

Two final notes from the Mayor. The park held there last movie for the season, and the Mayor appreciates all the help he received from Amy Craig and the Forty Fort Park committee. The other evening the Mayor had to go to a funeral and was stopped by several people who told him they really liked the direction the Borough was going, but they also said that there is a much nicer air to the people in the Borough Building. Specifically our Administrative people. A Gentleman said, that he came in to pay his taxes, and the people were so nice down stairs that it actually softened the blow of paying his taxes. Borough Manager Thanked the Mayor for his kind words.

Report of Borough Manager

Borough Manager Bonnie Arnone introduced our new Zoning Officer Bill Harvey. Mr. Harvey stood and addressed council by Thanking Council for the opportunity to serve Forty Fort Borough.

Bonnie Arnone stated that the Pool had to close early this year because the filter for the chlorine had broken. She is looking forward to next year with a newer and improved Pool.

The USDA Paving Project is completed.

It is Budget time for 2017. She asked the committee to be on the lookout for a call or an email to set up a meeting.

Bob Barnard from the Street Department is retiring. His official last is day is Friday September 23rd. There will be a party held at noon with Pizza, sandwiches, and cake in the council meeting room. Bonnie will be collecting donations for a gift for him.

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Report of Borough Engineer

Sanitary Sewer Rehabilitation Project

We are still awaiting correspondence from PennDOT, acknowledging that the project is complete in order to allow the Borough to reduce their letter of credit. American Asphalt had followed up with PennDOT to obtain a sign-off on the paving work on River Street, however PennDOT was not issued the needed documentation. Once this document is obtained we can close out the project. Mr. Rehab, Inc. has submitted final close-out documentation, including a maintenance bond and a waiver of mechanics lien. Quad Three has discussed this further with Jack Haley for his review, and it is believed that the maintenance bond and release obtained from Mr. Rehab are probably as much protection the Borough can expect to secure.

Paving Project Work

The project is complete with the exception of closeout punch list items and the possibility of executing a change order to complete East Turner Street with funds remaining from the project. A substantial completion inspection was held on Monday, August 29, 2016, with representatives from Forty Fort Borough (Rick Kamus and Jeff McLaughlin), USDA (Charles Garnett), Contractor (Bernie Banks) and Quad Three Group, Inc. (Carl Schimmel and David Short) in attendance. A list of closeout items requiring completion was developed (see attached list). Additionally, Charles Garnett stated that significant unexpended funds remained from the project that could be allocated to Borough Roads, otherwise the funds would have to be returned to USDA. Bernie Banks (American Asphalt) was requested to update previous cost proposals of paving alternatives he previously submitted for East Turner Street. All three proposals were reviewed and found to be acceptable and reasonable for the work required. A copy of those proposals is attached to this correspondence. Note, we are still awaiting resolution to the discrepancy of PA American contributory money toward paving East Turner Street (approximately \$14,634.00 versus \$18,384.00) reported in American Asphalt's cost proposals. Richard Kresge met with Mr. Rob Swaback to review the placement of a no parking sign south of the intersection of Rutter Avenue and River Street. Mr. Kresge determined that the sign was placed approximately 100' too far. This is also noted in the above referenced punch list.

Wesley Street

Wesley Street Paving Project bids were opened on August 29, 2016. Quad Three has reviewed the bids and recommended Forty Fort Borough award the base bid and add alternate no. 1 bid to Pennsy Supply, Inc. in the amount of \$105,599.85 (\$92,006.25 base bid plus \$13,593.60 add alternate bid). A copy of the recommendation of award letter and supporting documents are attached to this correspondence.

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Multimodal Grant Project

Our Traffic consultant conducted 13 hour traffic counts (6am – 7pm) and based on the results of the conflict factor analysis, advance phasing should be considered on both the eastbound and westbound approaches.

They looked at a few signal timing/phasing scenarios based on the alignment of the offset intersection. The following is a list of the scenarios they analyzed with the associated levels of service summarized in the attached chart:

1. Existing Conditions- utilizing timings presented on the attached signal plan.
2. Protected/Permitted Advance left turn phasing for both EB and WB Wyoming Avenue.
3. Protected only left-turns for the EB and WB Wyoming Avenue approaches.
4. Split phasing for all 4 approaches.
5. Protected only left turn phase for both approaches with the WB left turn approach set as a lagging phase.

Due to the intersection geometry, it is their opinion that there is potential for conflicts between the EB and WB left turns if they proceed concurrently under an advanced phase scenario. Additional pavement marking may be needed to delineate the left turn path through the intersection. Options were also considered that would avoid this issue (Alternatives 4 or 5). Their initial assessment was forwarded to Thomas Pichiarella at PennDOT District 4-0 office for his initial review and comment. Copies of the data submitted are attached to this correspondence. Based upon Mr. Pichialrella's response, a formalized submission will be made to the Department.

Borough Pool Facility

Richard Kresge, Michael Heim and Larry Marchetti with Quad Three Group, Inc. met Rick Kamus (Forty Fort Borough) and Brian Grimes with Main Line Commercial Pools on Thursday, August 11, 2016 to discuss alternatives for pool improvements (structural rehabilitation- surface preparation and coating applications, pool circulation/filtration system alternatives, zero grade walk-in, etc.). Brian Grimes will prepare alternative costs and present to Rick Kamus. Quad Three will develop bidding documents based upon the alternatives selected by Forty Fort Borough.

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Residents and Taxpayers Comments and Petitions

Rob Swaback of 15 Susquehanna Ave. Wanted to Thank Rich Kresge for meeting him regarding the No Parking Signs on River Street. He wanted to know how long till the sign is moved, and was advised it is on the punch list, and will be done accordingly. In addition, if 25 MPH speed limit signs can be posted in that section the no parking area may even be less.

General Consent Agenda

1. Revision on amount of Pay Request #3 for Paving Project - \$264,624.90
2. Hire Ellen Beck as Substitute Crossing Guard – Rate of \$9.25 per hour

A Motion was made by Rick Kamus to accept the General Consent Agenda. Deborah Troy seconded. All were in favor. Motion was passed.

General Business

1. 2017 MMO's for Forty Fort Pension Plans
Police Pension Plan: \$183,779
Fire Pension Plan: \$15,852
Non-Uniformed Pension Plan: \$9,680
A motion was made by Rick Kamus to accept the 2017 MMO's, Tom Murray seconded this motion. All were in favor. Motion passed.
2. Wesley Street Paving Bid results, recommendation of award for Wesley St.
A motion was made by Rick Kamus to award the base bid and add alternate no. 1 bid to Pennsy Supply, Inc. in the amount of \$105,599.85 (\$92,006.25 base bid plus \$13,593.60 add alternate bid). Deborah Troy seconded the motion. All were in favor. Motion passed.
3. Turner Street Full Depth Restoration through USDA Paving Project
A motion was made by Rick Kamus to have American Asphalt do a full depth repair to Turner St. conditional on funding being available through the USDA paving loan. Deborah Troy seconded the motion. All were in favor. Motion passed.

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New Business and Open Discussion

1. Ideas for upcoming LSA Grant applications
A discussion of a wish list for the new upcoming LSA Grant was had. Some of the items asked for were a new DPW Garage, Fencing to possibly make a new park area, new Police vehicle, a Gator type utility vehicle and an updated entry way, or street scape into Forty Fort at Rutter St. and Cross Valley.
2. Speed limit on upper end of River St. 25 MPH signs
3. Landlord tenant ordinance
4. Proposed Section 4 Ordinance for abandoned properties
A motion was made by Frank Michaels to advertise the Abandoned Property Ordinance. Deborah Troy seconded. All were in favor. Motion passed.
5. Budget meeting-committee is Tom Murray, Amy Craig and Frank Michaels
6. Army Corps of Engineers visit 9/15/16 @8:30AM
7. Playground equipment grant opportunity
8. Civil Service Rules for Fire Department
9. Ems Response Plan

Executive Session

Meeting was adjourned at 9:40PM for Executive Session. Items to discuss are Personnel issues, Fire Contract and two items from the Chief of Police.

The meeting was reconvened at 10:30PM.

A motion by Rick Kamus to promote officer William Stone to Assistant Chief in accordance with the civil service rules. Dominic Butchko seconded. All council was in favor with the exception of Frank Michaels who abstained due to a personal connection with the Police Dept. Motion passed 6-1.

A motion by Rick Kamus to promote Officer Adam Michaels to Sergeant in accordance with the civil service rules. Dominic Butchko seconded. All council was in favor with the exception of Frank Michaels who abstained due to a personal connection with the Police Dept. Motion passed 6-1.

Motion to Adjourn by Dominic Butchko at 10:35PM. Seconded by Frank Michaels. All were in favor. The next work session meeting will be held on Monday, September 19, 2016.

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Respectfully Submitted,

Brandy Fuller

Borough Secretary/Treasurer