

Oakland Borough Council

General Business Meeting

380 State Street

Susquehanna, PA 18847

April 13, 2023

Announcement: Oakland Borough Council went into an executive session after the General Business meeting on March 9, 2023 at 8:16 p.m. for contractual, personnel, and litigation purposes. Meeting ended at 8:40 p.m.

Oakland Borough Council held a duly advertised special meeting on March 20, 2023 at 6:00 p.m. for contractual purposes for CDBG grant surveying and engineering fee of \$4,700.00 (four thousand seven hundred dollar). Meeting ended at 6:04 p.m.

Attendance: President Valerie Senese, Vice- President Gary Boughton, Robert Muiteer, Brad Krayski, Patrick Gall, Mayor Randy Glover; Solicitor John Martin, Administrator Jennifer Bixby, Treasurer/ Asst. Administrator Rhonda Parfitt.

Meeting Called to Order at 7:00 p.m. by President Valerie Senese.

Pledge of Allegiance and moment of silence was observed.

THIS MEETING WAS ANNOUNCED IT WAS BEING RECORDED

1. Agenda:
 - A. A motion by Robert Muiteer, 2nd by Brad Krayski to adopt the agenda with the addition
1.Under #7 Codes. Letter B: Discuss Burn Ban.
All in favor, motion carried.
 2. A motion by Robert Muiteer, 2nd by Patrick Gall to approve the March 9, 2023 minutes as presented. All in favor, motion carried.
 3. A motion by Robert Muiteer, 2nd by Patrick Gall to approve the March 20,2023 special meeting minutes as presented. All in favor, motion carried.
4. President Senese opened public comment at 7:04 p.m.
 - A. A member of the public questioned if the Council plans to do anything with the roads, stating they were a mess and it was an issue of complaint. President Senese provided information regarding the formal complaint process and stated that the roads will be discussed later in the meeting.
 - B. Same member shared with the Council that the item listed on the agenda under section 15. A, labeled "The Pond" was a swamp, not a pond.
President Senese thanked the member of the public for the comment, President Senese closed public comment at 7:05 p.m.

5. Community Development Committee Report:
 - A. There were no meeting minutes to submit to record.
 - B.
 1. Chairperson Heather Krayeski gave a verbal report that there was no meeting this month due to lack of members.
 2. Chairperson Krayeski explained that the annual clean up date is April 21, 2023 and April 22, 2023. On April 22, 2023 will start at the Borough Building at 9:00 a.m. Will distribute vest, gloves and bags to be used for cleanup. The Department of Public Works will go around and collect branches, leaves, clippings, and plants. Mrs. Krayeski will try again to get ahold of PennDOT to get the supplies again this year. This has been posted on the Community Development Facebook page. Ms. Bixby will have it posted to the Borough's website.
 3. Vice-President Gary Boughton added to the report that he spoke with Mrs. Krayeski about doing another community yard sale again this year.

6. Financial Reports:
 - A. Ms. Parfitt explained that the total of accounts is \$189,250.15 (one hundred and eighty-nine thousand two hundred and fifty dollars and fifteen cents).
 - B. Ms. Parfitt explained that she spoke with People Security Bank and 3 (three) accounts that are over \$1,000.00 (one thousand) dollars will be going into a Super Municipal/ County account. The 3 (three) are Park Renovations, Park & Recreation, and American Rescue Plan Act. Instead of getting .2% interest on these accounts they will be getting 2% interest.
 - C. A motion by Vice-President Boughton, 2nd by Patrick Gall to approve Treasurer's Report. All in favor, motion carried.
 - D. Ms. Parfitt explained that the Adams Cable is for 1 (one) month instead of 2 (two) months. PSAB website had an increase of \$100.00 (one hundred dollars) to \$597.00 (five hundred ninety-seven dollars). Zoom will end on May 2023. NESI bill for the anti-skid is to be paid half by Oakland Borough and half by Lanesboro. Half the bill is a total of \$552.12 (five hundred and fifty-two dollars and twelve cents). Ms. Parfitt explained that Oakland Borough will have to order 1 (one) more load of salt to meet our quota.

President Senese asked if anyone on Council objects to paying the raise in cost to the PSAB website. The cost figures out to be about \$50.00 (fifty dollars) per month. There was no objection to keeping PSAB website and pay the increase.
 - E. A motion by Robert Muiter, 2nd by Gary Boughton to approve and pay Bill List as presented. All in favor, motion carried.
 - F. Donation to Susquehanna Fire Department for hanging up Veterans Flags. Total of 9 guys. 7 guys for 4 hours and 2 guys for 2 hours has been tabled till May 2023 meeting to get an exact donation amount.

7. Correspondence:

- A. Letter from Endless Mountains Visitors Bureau that was dated March 2nd, 2023 but Oakland Borough did not receive it till after last month's meeting requesting support for EMVB. President Senese went on to explain that the County served all Borough's and Township in the county by the Sheriff's office a signed Resolution. The County is formally separated from the Endless Mountains Visitors Bureau.

8. Codes Report:

- A. A verbal report was given by Head of Codes Department Brad Krayeski.
 - 1. Mr. Krayeski went to the COG meeting last month. Oakland Borough had 1 (one) assessment permit that was given to resident on Westfall Avenue. COG is always looking for municipalities to be at meetings. COG is in the process of adopting officers. COG is thinking to offer \$25.00 (twenty-five dollars) for each officer that are attending the meeting. There has been more attendance at the meetings.
 - 2. Mr. Krayeski received 2 (two) calls pertaining permits. 1 was for a driveway permit. Resident was given a copy of the permit and a copy of Oakland Borough's driveway ordinance so that the resident may be compliant with the ordinance. The 2nd one was for a peddling permit.
 - 3. Mr. Krayeski spoke with Code Enforcer Roy Williams and he has 2 more buildings to inspect a total of 7 units. Mr. Williams feels his hours should be slowing down after all the inspections are done.
 - 4. Mr. Gall questioned if there is anyway the burn ban could be extended. Residents are raking leaves and burning them in ditches and resident's driveways. Mr. Krayeski explained that residents can still burn as long as they are burning in a contained receptacle. President Senese asked if Ms. Bixby could coordinate with Mayor Randy Glover and Emergency Management Coordinator to see if the burn ban could be extended.

9. Police Report:

- A. Chief Officer Creamer was not present to give a verbal report. Report was given by Mayor Randy Glover.

The report consisted of 37 hours which police did patrolling, 2 (two) animal complaints, 2 (two) thefts, 1 (one) suspicious person, 1 (one) unwanted person, 1(one) welfare check, 1(one) suspicious vehicle, 1(one) trespasser, 2(two) harassment, and 1 (one) PFA served. Council reviewed the report and call log and will be submitted to the meeting minutes.

10. DPW Report:

- A. A verbal report was given by Randy Glover, Head of DPW.
 - 1. Mr. Glover had New Milford Hardware store deliver all the cold patch the store had. Mr. Glover realizes that there are a lot of potholes and will address them. Unless there is a large pothole that needs to be filled Mr. Glover is holding off from filling the potholes, as if there was a storm the cold patch would be removed during

plowing. The cold patch was very expensive and it would be a waste of money. Mr. Glover will order more cold patch.

2. Spring Creek Avenue and River Road were discussed for remediation.

3. The dump truck will be going to the garage to have the wiper motor fixed.

11. Finance Committee Report:

A. Finance meeting minutes from March 20,2023 to be submitted to the meeting minutes.

B. A verbal report was given by Robert Muiter.

1. Discussion on the expense for the sidewalk survey and design of \$4,700.00 (four thousand seven hundred dollars). This funding will come from the Impact fees.

2. Matching methods for the DCNR grant for the park. Cash donations, volunteer work, and donated contractor services. Oakland Borough has until end of 2026 to match the loan of \$94,600.00 (ninety-four thousand six hundred dollars).

3. Using Impact Fee Fund for the \$10,000.00 (ten thousand dollars for installation of the playground equipment. Also, \$2,000.00 (two thousand dollars) for the extra pour and place.

4. Oakland Borough will not have to pay any money for the dam removal.

5. Discussion of depositing the pending \$11,800.00 (eleven thousand eight hundred dollars) from the Human Resources Foundation back into the Impact Fund to pay for the playground equipment and extra pour and place.

6. Discussion of future road projects that would be covered under the Liquid Fuels Fund with in accordance of normal procedure. Road project consist of pothole repair, ditch clearing/ reinforcement and street sweeping.

7. Mr. Muiter will be in contact with Penn DOT to see if street sweeping would fall under the AGILITY program. That correspondence is pending.

8. No work has been planned for the pocket park at this time.

9. Susquehanna Valley will be returning to compact the fill, seed and mulch at the Overlook site. See if we could get donations for cutting down a few more trees. If not, Oakland Borough will collect bids.

12. Parks Committee Report:

A. Meeting minutes from meeting April 6,2023 will be submitted to meeting minutes.

B. A verbal report was given by Head of Park Committee Gary Boughton.

1. Reviewed of the recent donations for the park renovation. Attached is a current copy of the donations.

2. Ms. Bixby discussed the Initial Conference call with DCNR and Peters Consultants. Peter Consultants will be doing an onsite look at the park on April 20,2023 at 10.00 a.m. if anyone would like to come.

3. Discussion of before, during and after pictures at the park could be taken.

4. Discussion about purchasing new locks for the buildings at the park. As the new security camera equipment will be going into the concession stand.
 5. Discussed when the playground equipment will be installed. Ms. Bixby stated she was in contact with Willow Play Works that will be installing the equipment and it will be installed possibly mid to end of June.
 6. Discussion about the dead trees at the lower end of park to be removed. President Senese requested Ms. Bixby get 3 (three) estimates to have the trees removed.
- C. Internet for Cameras at the park. tabled till May's meeting
 - D. A motion by Vice- President Gary Boughton, 2nd by Patrick Gall to accept the Resolution 2023-4 Camera Policy. All in favor, motion carried.
 - E. Tree thinning at lower end park tabled till May's meeting.
13. Food Pantry:
- A. A verbal report was given by Ms. Bixby.
 1. Ms. Bixby informed Council that the food pantry has been running very well.
 2. The food pantry had 3 (three) generous donors this month.
 3. More new applicants signing up. Mr. Muiter requested about how many applicants there has been. Ms. Bixby will get that information to Mr. Muiter.
 4. Ms. Bixby sent out 25 letters requesting monetary donation to food pantry.
14. Grant Update:
- Ms. Bixby gave a verbal report.
1. DCNR, Oakland Borough and Peters Consultants had Initial Conference call on April 5, 2023. Peter Consultants will be coming to the park on April 20, 2023.
 2. Received an email from Willow Play Works and playground equipment will be installed mid to end of June.
 3. KSG confirmed that the survey has been completed for the sidewalk from Boyden Street to Wilson Avenue. It will take the surveyor a few days to put the field survey into a CAD file that we can use to start our design.
 4. KSG has finished the survey for the Westfall Avenue sidewalk project.
 5. DCED meeting with Oakland Borough and Susquehanna Borough will be on April 25, 2023 to discuss the comprehensive plan and zoning.
 6. Met with Susquehanna Valley on April 12, 2023. Coming back in the next few weeks to finish with top soli, seed and mulch at the Overlook site. The Susquehanna Valley donated volunteer labor and equipment an operator, truck drivers, CAT 336 Excavator and D5 Dozer totaling \$5,700.00 (five thousand seven hundred dollars). Labor and equipment removing +/- 25 trees, and chipping totaling \$8375.00 (eight thousand three hundred and seventy-five dollars). Total was \$14,075.00 (fourteen thousand and seventy-five dollars).

15. Old/ Tabled Business:

- A. The Pond has been tabled till May's meeting.
- B. Update on Security Cameras for inside Borough Building has been tabled till May's meeting.
 - 1. OEM charges \$55.00 per hour for installation.

16. New Business:

Mayor Randy Glover asked to put out for Department of Public Works applications again.

Adjournment:

Motion by Brad Krayeski, 2nd by Robert Muiteer to adjourn meeting. All in favor, motion Carried. Meeting ending at 7:51 p.m.

Oakland Borough Council went into an executive session after the General Business meeting on April 13, 2023 at 7:55 p.m. for contractual, personnel, and litigation purposes. Meeting ending at 8:35 p.m.