

Oakland Borough Council

380 State Street

Susquehanna, PA. 18847

General Business Meeting

August 11,2022

Attendance: President Valerie Senese, Vice-President Gary Boughton, Robert Muiteer, Brad Krayeski, Solicitor John Martin, Mayor Randy Glover, Administrator Jennifer Bixby, Treasurer/Assistant Administrator Rhonda Parfitt.

Absent: Patrick Gall.

President Valerie Senese stated that this meeting is being recorded.

Meeting was called to order at 7:00 p.m.

Pledge of Allegiance and moment of silence was observed.

1. Agenda:

A. Motion by Robert Muiteer, 2nd by Brad Krayeski to adopt the agenda with the following change:

1.Under New Business:

A. Add #20 for an Announcement.

All in favor, motion carried.

2. Minutes:

A. Motion by Robert Muiteer, 2nd by Vice-President Gary Boughton to approve the July 14, 2022 minutes as presented.

All in favor, motion carried.

3. Public Comment was opened by President Valerie Senese at 7:02 p.m.

A. Jessica Komula, 27 East High Street, Susquehanna, PA 18847 still concerned about the trash that is accumulating at 89 Westfall Avenue, Susquehanna, PA 18847.

Resident informed Council that the tenants now have a police scanner to know when the Police have been called. Ms. Komula stated that she watched a resident being arrested from that address.

President Valerie Senese stated thank you for your comment, and some of your questions will be addressed during the regular business meeting.

President Valerie Senese closed public comment at 7:03 p.m.

4. Community Development Committee Report:
 - A. Chairperson Heather Kraveski was not present to give a verbal report.
This will be tabled till next month.

5. Financial Reports:
 - A. Treasurer Rhonda Parfitt explained that in Capital Reserve Impact that Oakland Borough did receive an allocation of almost \$50,000.00. Motion by Robert Muter, 2nd by Vice President Gary Boughton to approve the Treasurer's Report.
All in favor, motion carried.
Solicitor John Martin requested that the total of assets could be put on the bottom of the Treasurer's list. Treasurer Rhonda Parfitt stated she would start that next month.
 - B. Motion by Vice- President Gary Boughton, 2nd by Robert Muter to approve and pay Bill List as presented.
All in favor, motion carried.

6. Correspondence:
 - A. President Valerie Senese requested Ms. Bixby to attend the Utility Scale Solar Education Session held on August 17,2022.
 - B. President Valerie Senese explained that the Susquehanna Library is requesting a donation to help pay for the story walk at the Ira Reynolds Park. Motion by Robert Muter to donate \$100.00, 2nd by Vice- President Boughton. 3 Yay's: Robert Muter, Vice- President Boughton, President Valerie Senese, 1 nay by Brad Kraveski. Motion carried.
 - C. President Valerie Senese explained that there will be a Contractors & Loggers Workshop held on September 22, 2022. President Valerie Senese will be attending along with Ms. Bixby.
 - D. President Valerie Senese read the letter from Area Agency on Aging requesting a donation. President Valerie Senese requested that Ms. Bixby find out how many residents of Oakland Borough received support for Area Agency on Aging. This will be tabled till next month.

7. Codes Report:
 - A. Brad Kraveski gave a follow up report. A citation has been given to 89 Westfall Avenue for the accumulating garbage by COG. This matter is now in the magistrate's hands. There has not been a court date set has of yet. Ms. Parfitt asked if the residents had received the citation first. Mr. Kraveski explained that according to Oakland Borough's policy the residents and owner of property received a warning letter first and they did not comply. A second letter which is an official letter was sent and they still didn't comply. That was when COG went to the residence and gave the citation. Citations will be given till the problem is resolved.
 - B. Mr. Kraveski stated he did not receive any new complaints.

- C. Mr. Kraveski went to the COG meeting. The big discussion was about Airbnb renters and properties owners conduct. There is a process for the new code of conduct for property owners and renters. COG has a system in place for the complaints.

Out of conflict-of-interest President Valerie Senese excused herself from the vote for the motion for hiring a Code Enforcer Officer. President Valerie Senese passed the gavel to Vice-President Gary Boughton.

- D. Mr. Kraveski explained that there was one applicant for the position of Code Enforcer Officer which was Roy Williams. A meeting was held to discuss what Mr. Williams and Oakland Borough's expectations were. Mr. Williams will be a part time employee of the Borough as Mr. Williams told the selection committee that he believes the work will take about 6 hours a week.
 - 1. Brad Kraveski motioned to hire Roy Williams as a part time Code Enforcer Officer at \$20.00 per hour by Robert Muter. All in favor, motion carried.
 - 2. Motion by Brad Kraveski, 2nd by Robert Muter to increase budget for Code Department for 2022 to \$7,800.00. All in favor, motion carried.

8. Police Report:

Chief Officer Creamer was not present to give verbal report. Mayor Randy Glover gave a report consisting of patrolling, traffic stop, domestic dispute, animal bite, neighbor dispute, harassment, well-being check, suspicious vehicle. Council members reviewed the Police Hours and Log and will be submitted to the meeting minutes.

9. DPW Report:

- A. Randy Glover, Head of DPW gave a verbal report as follows: new truck is back with the Dumper Dogg attached.
- B. There has not been anyone submitting an application to the help wanted ad.
- C. Log Chipper quotes to purchase and to rent were reviewed.

Mr. Glover stated it really looks like it would be cheaper to rent a log chipper at this time. This has been tabled till next meeting. Ms. Bixby will get more quotes for weekly rental.

10. Finance Committee Report:

- A. Robert Muter gave a verbal report that the Finance Committee met.
- B. Mr. Muter made a recommendation to use a portion of the Oakland Borough's Capital Reserve Funds to begin CD investments. Mr. Muter explained that Edward Jones Financial Institution was the best interest rate for a CD investment at 2.65%. Mr. Muter proposed a 6-month CD for \$15,000.00 than in 3 months getting another CD for \$15,000.00. That way only half of Capital Reserve Money are tied up and the rest are available to use if an emergency should arise.

Motion by Vice-President Gary Boughton, 2nd by Brad Kraveski for Resolution for the Certificate of Deposit with Edward Jones Financial Institution. All in favor, motion carried.

11. Parks Committee Report:

- A. Head of Parks Committee Gary Boughton stated that there was no meeting this month for the committee.
- B. The Parks Committee is working with the Community Development Committee to organize the annual Community Yard Sale event which is scheduled September 3, 2022.
- C. Motion by Robert Muiteer, 2nd by Brad Krayeski for removal of the large Oak tree removal by basketball court by Brown's Tree Service for \$2,800.00 with an allotment of an additional up to \$500.00 to remove the other wood at the park if Brown's would do it. All in favor, motion carried.
- D. Motion by Robert Muiteer, 2nd by Vice-President Gary Boughton to purchase from OEM Technologies the security cameras for \$1,586.78. All in favor, motion carried.
- E. Tree thinning at lower end park was not discussed. Will be tabled till next month.
- F. Fence around basketball court has been tabled till next month.

12. Food Pantry:

- A. Ms. Bixby gave report that a generous doner gave laundry detergent, dish detergent, soap and shampoo to the food pantry. Everything is going really well.

13. Grant Update:

- A. President Valerie Senese explained that Ms. Bixby has been working on touching base with DCED representative to receive an update on STMP grant.
- B. President Valerie Senese explained that Oakland Borough was unable to apply for the Marcellus Legacy Grant. When you go to download the application the Marcellus grant is open only to non-profit organizations. Municipalities and for-profit businesses are not eligible to apply for this grant this year.

Old/Tabled Business

- 14. President Valerie Senese explained the company Barry Isett that Oakland Borough spoke with about a contract preparation for the Housing Improvement Program feels that at this time Barry Isett is unable to assist the Borough at this time. Barry Isett feels the initial steps are legal in nature and require the assistance of a municipal land use attorney.
- 15. President Valerie Senese explained the Residential Rental Registration and License for rental properties application. Solicitor John Martin explained that he will also make an application if a property owner will be turning a property into a rental property.
- 16. Newsletter has been tabled till next month.
- 17. The Pond has been tabled till next month.

New Business:

- 18. President Valerie Senese explained the 3-year contract with Susquehanna Fire Department. The Fire Department is requesting a slight increase over the next 3 years. Will present it to Council when the bill comes in.

19. President Valerie Senese proposed to Council to purchase Security Cameras for inside Borough Building. President Senese would like Council to consider the purchase of security cameras.

20. **Announcement:** President Valerie Senese announced there will be an executive session following Regular Business meeting for contractual, personnel, and litigation purposes.

Adjournment: Motion by Robert Muiter, 2nd by Brad Krayeski. All in favor, motion carried.
Meeting ended at 7:48 p.m.