

**Oakland Borough Council**  
**General Business Meeting**  
**380 State Street**  
**Susquehanna, PA 18847**  
**December 14,2023**

**Announcement:** Oakland Borough Council went into executive session before the General Business meeting on November 16,2023 at 6:00 p.m. for contractual, personnel, and litigation purposes. Meeting ended at 6:19 p.m.

Oakland Borough Council went into executive session before the General Business meeting on December 14, 2023 at 6:00 p.m. for contractual, personnel, and litigation purposes. Meeting ended at 6:55 p.m.

**Attendance:** President Valerie Senese, Robert Muiteer, Debra White, Brad Kraveski, Mayor Randy Glover, Solicitor John Martin, Administrator Jennifer Bixby, Treasurer/ Asst. Administrator Rhonda Parfitt.

**Absent:** Patrick Gall

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

**THIS MEETING WAS ANNOUNCED IT WAS BEING RECORDED**

Pledge of Allegiance and moment of silence was observed.

1. Agenda:
  - A. Motion by Robert Muiteer, 2<sup>nd</sup> by Brad Kraveski to adopt the amended agenda with the following addition.  
Under #10 Finance Committee report letter E added #1 CD's.  
All in favor, motion carried.
2. Motion by Robert Muiteer, 2<sup>nd</sup> by Debra White to approve the November 16, 2023 minutes as presented.  
All in favor, motion carried.
3. President Valerie Senese opened public comment at 7:02 p.m.  
Public Comment was provided by:
  - A. Douglas Arthur at 5157 Prospect Street, Susquehanna, PA 18847. Resident Arthur stated the Christmas decorations outside the Borough building looks nice. Resident Arthur inquired about cleaning up the broken glass by the Overlook from a previous accident.

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

4. Community Development Committee Report:
  - A. There were no meeting minutes to submit to record.
  - B. Chairperson Heather Krayeski was unavailable for meeting. There was no verbal report given.
  
5. Financial Reports:
  - A. Motion by Brad Krayeski, 2<sup>nd</sup> by Robert Muter to approve Treasurer's Report as presented.  
All in favor, motion carried.
  - B. Motion by Robert Muter, 2<sup>nd</sup> by Brad Krayeski to approve Bill List as presented.  
All in favor, motion carried.
  
6. Correspondence:

There was no correspondence to report this month.
  
7. Codes Report:
  - A. Brad Krayeski, Head of Codes Department gave a verbal report.
  - B. Mr. Krayeski stated that the COG meeting went well. COG will not be increasing the dues price. COG has a new program for permits. It will be quicker getting an update on permits.
  - C. Motion by Robert Muter, 2<sup>nd</sup> by Brad Krayeski to the proposed changes to be advertised to the public for public comment for the change to Chapter 135 Parking ordinance to say "Parking to be restricted 24/7 along the West side of Westfall Avenue from approximately 50-feet north of East River Street to approximately 70-feet north of Prospect Street."  
All in favor, motion carried.
  - D. Motion by Robert Muter, 2<sup>nd</sup> by Brad Krayeski to accept Resolution 2023-13 Implementing the National Incident Management System.  
All in favor, motion carried.
  - E. Mr. Krayeski explained that the Rental properties renewal packets were sent out on December 1, 2023.
  - F. Mr. Krayeski discussed with Council about revoking rental licenses to landlords with repeated violations of unkept properties per the Rental Ordinance. Council agreed with Mr. Krayeski's decision. Mr. Krayeski will contact Roy Williams about proceeding with revoking the rental licenses.
  
8. Police Report:
  - A. Chief Officer Creamer was unavailable for the meeting. Mayor Randy Glover gave a verbal report.

- B. Mayor Glover report there was patrolling, a domestic, suspicious vehicle, neighbor dispute, verbal argument, fraud, Officer out with CYS, theft, trespassing and a phone scam. Council received a copy of police log and hours to review.

9. DPW Report:

- A. A verbal report given by Randy Glover, Head of DPW.
- B. River Road was completed.
- C. Continuing to cleaning out ditches.

10. Finance Committee Report:

- A. There were no meeting minutes to submit to record.
- B. A verbal report given by Robert Muter, Head of the Finance Committee. Mr. Mutier informed Council that he has been in contact with Treasurer Rhonda Parfitt about the Finances.
- C. Motion by Brad Kraveski, 2<sup>nd</sup> by Robert Muter adopt the 2024 budget.  
All in favor, motion carried.
- D. Mr. Muter discussed the 3 multi-year audit proposals with Council. Mr. Mutier's recommendation was to hire Bradly Murray, CPA LLC for \$5,000.00 (five thousand dollars) for 5 (five) years of service.  
Motion by Robert Muter, 2<sup>nd</sup> by Debra White to hire Bradly Owens and Company.  
All in favor, motion carried.
- E. 1. Mr. Muter explained to Council that the CD for \$15,000.00 (fifteen thousand) had matured and expired at the end of November. Mr. Muter's recommendation is to renew the CD for another 6 (six) months with Edward Jones.  
Motion by Debra White, 2<sup>nd</sup> by Robert Muter.  
All in favor, motion carried.

11. Parks Committee Report:

- A. There were no meeting minutes to submit to record.
- B. A verbal report was given by Ms. Senese.
- C. Ms. Senese explained for the grading at the park for new bleachers on the baseball field 2 (two) utility poles will have to be move. One of the poles has a transformer on it and Oakland Borough will contact Penelec.
- D. Naming of baseball field.
- E. Tree thinning at lower end park.

12. Food Pantry:

- A. A verbal report was given by Ms. Bixby.  
Ms. Bixby informed Council that the pantry is running well and more new applicants have been coming in.

13. Grant Update:

- A. Ms. Senese explained that the plans for the DCNR grant will be amended for an electrical consultant to be part of the DCNR grant for the concession stand and scoreboard. This has been confirmed by DCNR.
- B. Ms. Senese explained that KSG has submitted paperwork to PennDOT for sidewalk from Boyden Street to Wilson Avenue and lower end Westfall Avenue.
- C. Ms. Senese explained the first draft for the Employee Handbook through the STMP grant has been sent to the Committee.
- D. Ms. Senese explained that the Local Share Account Statewide for the grants have been submitted for the dump truck, Playground Equipment and Baseball Field.

14. Old/ Tabled Business:

- A. Ms. Senese explained that the 2 (two) computers and Security Cameras have been ordered.
- B. Solicitor John Martin will be doing the SWN contract amendments.

15. **New Business:**

- A. Motion by Robert Muiteer, 2<sup>nd</sup> by Brad Krayski to advertise for the Vacancy Board Chair.  
All in favor, motion carried.
- B. Motion by Robert Muiteer, 2<sup>nd</sup> by Brad Kraysk to add Valerie Senese for point of contact for Administration to Policy: Points of Contact.  
All in favor, motion carried.
- C. Motion by Brad Krayski, 2<sup>nd</sup> by Robert Muiteer to add to Policies to reflect current state policy Act 65.  
All in favor, motion carried.

**Adjournment:**

Motion by Brad Krayski, 2<sup>nd</sup> by Debra White to adjourn meeting.

All in favor, motion carried. The meeting ended at 7:42 p.m.