

Oakland Borough Council
General Business Meeting Minutes
380 State Street
Susquehanna, PA 18847
February 10, 2022

Attendance: President Valerie Senese, Robert Muiiter, Brad Krayeski, Patrick Gall, Solicitor John Martin, Administrator Jennifer Bixby.

Absent: Vice-President Gary Boughton, Mayor Randy Glover, Treasurer/Assistant Administrator Rhonda Parfitt.

President Valerie Senese called meeting to order at 7:00 p.m.

Pledge of Allegiance and moment of silence was observed.

1. Agenda:
 - A. Motion to adopt agenda by Robert Muiiter, 2nd by Brad Krayeski. All in favor, motion carried.
2. Council held an executive session at 6:30 p.m. to 6:50 p.m. for personnel and litigation purposes.
3. Adopting Ordinance Codification:
 - A. Thomas Shepstone to receive comment on Ordinance Codification. There was no public comments or questions on the Ordinance Codification.
 - B. Motion to adopt Ordinance Codification by Brad Krayeski, 2nd by Patrick Gall. All in favor, motion carried.
4. Minutes:
 - A. Motion by Robert Muiiter, 2nd by Patrick Gall to approve the January 3, 2022 minutes as presented. All in favor, motion carried.
5. Public Comment:
 - A. There was no public comment or questions.
6. Community Development Committee Report:
 - A. Verbal report given by Heather Krayeski, Committee Chairman. Please see attached report.
7. Financial Reports:
 - A. Presentation of Treasurer's Report
 1. Council members reviewed account balances.
 - B. Motion to approve and pay Bill List after adding Chief Officer Creamers hours.
Motion by Robert Muiiter, 2nd by Patrick Gall. All in favor, motion carried.
8. Correspondence:

- A. Jennifer Bixby read letter from Susquehanna County Conservation District requesting a donation. No donation will be sent.
9. Codes Report:
- A. Verbal report given by Brad Kraveski. There were no calls or reports.
10. Police Report:
- A. Verbal report given by Chief Officer Creamer. See attached report.
11. DPW Report:
- A. Randy Glover, Head of DPW was absent to give report.
 - B. Opening of duly advertised tractor sealed bids.
 - 1. Upon reviewing the 5 submitted bids. Jennifer Bixby will look on state web site to see if there are any used tractors with same specs. This has been tabled till March Meeting.
 - C. Motion by Robert Muter, 2nd by Patrick Gall. to hire part time DPW worker. All in favor, motion carried. Jennifer Bixby will place an ad to advertise the position.
12. Codes Committee Report:
- A. Brad Kraveski requested committee to be dissolved as ordinance codification has been adopted. The Council members agreed to dissolve this committee.
13. Finance Committee Report:
- A. Robert Muter reported there is nothing to report as committee held no meeting.
14. Parks Committee Report:
- A. Gary Boughton was not present at meeting.
 - 1. President Valerie Senese informed Council that Gary Boughton and Patrick Gall will be on Parks Committee.
 - B. Update: Getting figures around with Delta for excavation plan for park.
 - 1. Jennifer Bixby gave report that she has been working with Delta Engineering for pricing of grading and excavating for the park and the measurements for the ADA play equipment.
 - C. DCNR grant update:
 - 1. Jennifer Bixby informed council that Chris Maby from Delta Engineering has been helping her with the paperwork. Hoping to submit for \$90,000. Have received many letters of support.
15. Volunteer Committee Report:
- A. Verbal report by Brad Kraveski. Nothing to report. Brad Kraveski requested for committee to be dissolved. Council agreed to dissolve the committee with the option to restructure in the future.
16. Food Pantry:
- A. Jennifer Bixby, Manager gave a verbal report to Council. There has been a lot of newer large families signing up for the food pantry. Will be placing a larger order with Weinberg this month.
17. Grant Update:
- A. Update for STMP Grant:

1. Jennifer Bixby gave report to Council that DCED Phase II grant paperwork has been submitted. Applied for the following: Joint Comprehensive Plan, Recreation and Tourism Impact Study, Joint Zoning Ordinance, 3 new computers with computer prep, printer/copier, employee handbook, video conference equipment (camera, TV, microphones), trail camera and surveillance camera system for park.

Old/Tabled Business

18. Rules of Order:

A. No motion was made for rules of order.

19. Motion made by Robert Muter, 2nd by Patrick Gall for purchase 10x10 security box at Peoples Security Bank. All in favor, motion carried. Names to be listed on account: President, Vice-President, Administrator, Solicitor and Treasurer.

20. Review petition to reduce Council from 7 to 5

A. Signed copy of petition and census of Oakland Borough will be sent to Solicitor John Martin.

New Business:

21. Robert Muter checked into disposing of electronic equipment. Susquehanna County Recycle Center does not accept electronic equipment according to web site. Checked with Broome County. Needs to resident of New York with proof. Will check into this further.

Adjournment:

Motion by Brad Krayeski, 2nd by Patrick Gall. All in favor, motion carried. Meeting ending at 8:04 p.m.

Council went into executive session at 8:05 p.m. to 8:15 p.m. for personnel purposes.