

Oakland Borough Council
General Business Meeting
380 State Street
Susquehanna, PA 18847
February 9, 2023

Announcement: Oakland Borough Council went into an executive session after the General Business meeting on February 9, 2023 at 8:40 p.m. for contractual, personnel, and litigation purposes. Meeting ended at 9:25 p.m.

Attendance: President Valerie Senese, Robert Muiteer, Brad Krayeski, Solicitor John Martin, Administrator Jennifer Bixby, Treasurer/ Asst. Administrator Rhonda Parfitt.

Absent: Vice-President Gary Boughton, Patrick Gall, Mayor Randy Glover.

Pledge of Allegiance and a moment of silence was observed.

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

THIS MEETING WAS ANNOUNCED IT WAS BEING RECORDED.

1. Agenda:
 - A. A motion by Robert Muiteer, 2nd by Brad Krayeski to adopt the agenda with the following Changes:
 1. Under #5 Financial Report: Treasurer Report add #1 Discuss Zoom.
 2. Under #15 New Business add A. Emergency Management.

All in favor, motion carried.

2. A motion by Robert Muiteer, 2nd by President Valerie Senese to approve the January 12, 2023 minutes as presented. All in favor, motion carried.
3. Public Comment:

President Senese opened Public Comment at 7:03 p.m. No public comment to record.
President Senese closed public comment at 7:03 p.m.
4. Community Development Committee Report:
 - A. There were no meeting minutes to be recorded.
 - B. A verbal report was given by Chairperson Heather Krayeski. Mrs. Krayeski informed Council there will be a Community Development Committee meeting next month on March 1, 2023 at 6:00 p.m. The committee will be discussing getting the in between flags and the new logo for the Borough. Would like to have the Veterans Flags

ordered and then have the Veteran flags put up and the Holiday Flags removed. Council was in agreement to this. Ms. Bixby will order the new flags and arrange with the Fire Department when the new flags arrive.

5. Financial Reports:

- A. Motion by Robert Muite, 2nd by Brad Krayski to approve Treasurer's Report as presented. All in favor, motion carried.
- B. Ms. Parfitt explained that Oakland Borough received an email that zoom will be increasing their price by \$1.00 (one dollar) per month. Motion by Robert Muite, 2nd by Brad Krayski to cancel Zoom on May 11, 2023. All in favor, motion carried.
- C. Motion by Robert Mutier, 2nd by Brad Krayski to approve to add \$216.17 (two hundred sixteen dollars and seventeen cents) on the Wex bill blank area. All in favor, motion carried.
- D. Motion by Robert Muite, 2nd by Brad Krayski to approve and pay Bill List. All in favor, motion carried.

6. Correspondence:

- A. President Senese read email from Senator Lisa Baker inviting Oakland Borough to a luncheon to meet the Legislators on February 22, 2023 at the Montrose Bible Conference Center. President Senese and Ms. Bixby will be attending.
- B. President Senese explained to Council about the letter from Susquehanna County Conservation District requesting a donation for the Susquehanna County Envirothon. After much discussion a motion was made by Robert Muite, 2nd by Brad Krayski to donate \$250.00 (two hundred fifty dollars) to the Susquehanna County Envirothon. All in favor, motion carried.
- C. President Senese explained to Council that Endless Mountain Visitor Bureau sent out another letter stating that the Commissioners didn't follow the Act.18 Legislation. A letter from the County Commissioners after seeking council with their solicitor sent out a letter stating the County Commissioners did have a right. Then a letter from the Bradford County Commissioners was received informing how in 2014 Bradford County broke away from the EMVB and took a new direction in marketing and tourism. In this endeavor Bradford County has been extremely successful.

7. Codes Report:

- A. A verbal report was given by Brad Krayski, Head of Codes Department. Mr. Krayski informed Council that he has not received any complaints or calls. Mr. Krayski stated that Roy Williams Code Enforcer and Ms. Bixby has been working hard getting the rental inspections done. Mr. Williams stated he has done a handful of inspections so far.
Penn Dot called about a washout down on 171 past Westfall Avenue. The water authority was also call about the washout. Mr. Williams will monitor the situation.

Robert Muiteer informed Council that he has been informing people to call Penn Dot about the drainage problem up the road going out of town. Mr. Williams explained that Penn Dot should notify the property owners about the drainage problem coming from the driveways. Mr. Krayeski questioned if Penn Dot would look at the Borough to fix the problem. Mr. Williams explained Council should look into the Driveway Code Oakland Borough has. President Senese stated there is a lot of driveways with drainage problems. The Council will look into this further and come up with a plan so that Council can inform the residents of the problem.

8. Police Report:

- A. A verbal report was given by Chief Officer Creamer. Chief Officer Creamer reported for the month there was some patrolling, 2(two) traffic stops, 1 (one) harassment; 1 (one) parking violation; 1 (one) suspicious vehicle; 1 (one) neighbor nose complaint, 1 (one) neighbor dispute, and 1 (one) disorderly conduct. Council viewed the report and call log and will be submitted to the meeting minutes.

9. DPW Report:

- A. Randy Glover, Head of DPW was not in attendance to the meeting to give a verbal report.

10. Finance Committee Report:

- A. No meeting minutes to be submitted.
- B. Robert Muiteer informed Council there was no report for this month.

11. Parks Committee Report:

- A. There were no meeting minutes to be submitted.
- B. No verbal report was given as Gary Boughton Head of Parks Committee was absent from meeting.
- C. Ms. Bixby explained that Adams Cable will install the internet at the park for the surveillance cameras and waive the installation fee. Oakland Borough will just have to pay the monthly bill for the service.
- D. After much discussion the Council will table this till March monthly meeting to review the Camera Policy for Resolution more thoroughly.
- E. Tree thinning at lower end park discussion has been tabled till March monthly meeting.
- F. Treasurer Rhonda Parfitt review the funds. Oakland Borough does have the funds to pay for the extra pour and place at the park. Motion by Robert Muiteer, 2nd by Brad Krayeski to pay the extra \$3,038.00(three thousand and thirty-eight dollars) for extra pour and place. All in favor, motion carried.

12. Food Pantry:

- A. Verbal report was given by Ms. Bixby. The food pantry is running well. Treasurer Rhonda Parfitt explained that the funds in the food pantry is low. Ms. Bixby explained that we have been getting new applicants each month. Even with a large order the food pantry runs short each month. Much discussion about doing a fundraiser for the pantry.

13. Grant Update:

- A. President Senese stated Oakland Borough STMP Phase II grant has been approved for \$60,052.54 (sixty thousand fifty-two dollars and fifty-four cents.)
- B. President Senese started opening the seal bids for the Westfall Avenue Sidewalk project. The results are as follows:

1. Milnes offer was \$37,500.00 (thirty-seven thousand five hundred dollars)
2. KBA's offer was \$24,000.00 (twenty-four thousand dollars)
3. Larson Design's offer \$20,000.00 (twenty thousand dollars)
4. CEC's offer \$26,700.00 (twenty-six thousand seven hundred dollars)
5. Atlas's offer \$26,000.00 (twenty-six thousand dollars)
6. KSG's offer \$25,500.00 (twenty-five thousand five hundred dollars)

After much review of the proposals from each company. President Senese motioned to accept KSG's offer of \$25,500.00 (twenty-five thousand five hundred dollars), 2nd 2nd by Robert Mutier. All in favor, motion carried.

- C. President Senese explained that Ms. Bixby and herself had a meeting with our DCNR grant manager. Ethan the grant manager approved of the RFP for the park project. Solicitor John Martin reviewed the RFP and stated to add bid documents to the list, other than that the RFP is ready to go. Motion by Brad Krayeski to send out RFP for design consultant for the park baseball field, 2nd by Robert Muiter. All in favor, motion carried.
- D. CDBG grant update on Westfall Avenue sidewalk has been tabled till March 9, 2023 meeting.
- E. President Senese would like to thank Penn Dot for working with Oakland Borough on the State Street drainage problem. The State Street drainage problem where Susquehanna Valley fixed is working out well. President Senese will add something in the newsletter.

14. **Old/ Tabled Business:**

- A. The Pond has been tabled till March 9, 2023 meeting.

- B. Update on Security Cameras for inside Borough Building as been tabled till March 9, 2023 meeting.
 - 1. OEM charges \$55.00 per hour for installation.
 - 2. Tec 42 charges \$130.00 per hour for installation.

15. New Business:

- A. President Senese informed that the Susquehanna County Emergency Management is having a planning meeting held on February 21, 2023 at 4:00 p.m. and 7:00 p.m. and also February 22, 2023 at 4:00 p.m. and 6:00 p.m. Roy Williams stated that he would represent Oakland Borough at this meeting as he will be going.

Adjournment: Motion by Brad Krayski, 2nd by Robert Muite. All in favor, motion carried.
Meeting ending at 8:38 p.m.

Council went into executive session at 8:40 p.m. for contractual, personnel, and litigation purposes. Meeting ended at 9:25 p.m.