

Oakland Borough Council
Reorganization Meeting Minutes
January 3, 2022
7:00 p.m. Oakland Borough Building
380 State Street
Susquehanna, PA 18847

Attendance: Mayor Randy Glover, Gary Boughton, Valerie Senese, Brad Krayeski, Robert Muiiter, Patrick Gall, Solicitor John Martin, Administrator Jennifer Bixby, Treasurer/Asst. Administrator Rhonda Parfitt

Mayor Randy Glover called meeting to order at 7:03 p.m. Meeting went into recess till paperwork for elective official was finished.

Mayor Randy Glover swore in Elected Officials:

- Valerie Senese
- Robert Muiiter

Adoption of Agenda:

Motion to adopt the agenda with the noted changes by Robert Muiiter, 2nd by Valerie Senese. All in favor, motion carried.

- A. #23 Reducing Council Seats
- B. #24 Motion to Adjourn

Nominations and appointment of Council President:

Robert Muiiter nominated Valerie Senese for Council President. Gary Boughton nominated Gary Boughton for Council President. Mayor Randy Glover put the nominations to a vote. For Valerie Senese there was 3 votes yes, Robert Muiiter, Brad Krayeski, Valerie Senese. 2 nay votes Gary Boughton, Patrick Gall. Mayor Randy Glover put the nomination for Gary Boughton to vote. There were 2 votes yes, Patrick Gall, Gary Boughton. 3 nay votes, Robert Muiiter, Brad Krayeski, Valerie Senese. Valerie Senese was approved to preside as President.

Nominations and appointment of Vice-President:

Robert Muiiter nominated Gary Boughton for Council Vice-President. Gary Boughton nominated Robert Muiiter for Council Vice-President. Mayor Glover put the nominations to vote. For Robert Muiiter there was 3 yes, Valerie Senese, Gary Boughton, Patrick Gall, 2 nay votes Brad Krayeski, Robert Muiiter. Mayor Randy Glover put the nomination to vote for Gary Boughton for Vice-President. For Gary Boughton 4 yes, Valerie Senese Brad Krayeski, Patrick Gall, Robert Muiiter. Gary Boughton was approved to preside as Vice-President.

Nominations and appointment of President Pro Tem:

Brad Krayeski nominated Robert Muiiter for Pro Tem. Mayor Glover put the nomination to vote. All Council members were in favor for Robert Muiiter for Pro Tem. Robert Muiiter was approved to preside as Pro Tem.

Motion for monthly meeting day and time:

Motioned by Brad Kraveski, 2nd by Gary Boughton. All in favor, motioned carried to advertise in Susquehanna Transcript the annual meeting day, 2nd Thursday of the month, 7:00 p.m. at Oakland Borough Building.

Nominations and appointment for vacant seat:

No nominations and appointments were made for vacant seat.

Other Board/Committee Nominations:

- Vacancy Board Chair: Carol Trevarthan
- Community Development Committee: Heather Kraveski
- Finance Committee: Robert Muiteer, Chair, Rhonda Parfitt, Gary Boughton
- Parks Committee: Gray Boughton Chair
- Volunteer Committee: Brad Kraveski Chair
- Streets Contact: Randy Glover
- Codes Contact: Brad Kraveski

Decisions:

- Rules of Order:
Tabled till February meeting.
- Delta for Engineer:
Motion made by Robert Muiteer, 2nd by Gary Boughton. All in favor, motioned carried to appoint Delta Engineers as Borough Engineer.
- Municipal solicitor – John Martin \$250.00 retainer, \$185.00 per hour:
Motioned by Robert Muiteer, 2nd by Patrick Gall. All in favor, motioned carried to appoint John Martin as Borough solicitor.
- The Council stated the 2022 employee payrate as follows:
Motioned by Brad Kraveski, 2nd by Patrick Gall. All in favor, motioned carried. Jennifer Bixby \$615.00 weekly; Rhonda Parfitt \$400.00 monthly for treasurer stipend and \$17.50 hourly for Asst. Admin; Robert Gulley \$20.00 per hour; Paul Nulton \$20.00 per hour; Pete Miller \$ 20.00 per hour.
- Signatories on checks:
Motioned by Patrick Gall, 2nd by Brad Kraveski. All in favor, motioned carried for Valerie Senese, President; Gary Boughton, Vice-President; Rhonda Parfitt, Treasurer; Jennifer Bixby, Administrator.
- Rules of Conduct for Public meetings:
No changes were made.
- Guide for Public Comments:
No changes were made.
- Appointment for COG and JHA:
Motioned by Robert Muiteer, 2nd by Brad Kraveski. All in favor, motion carried to appoint COG and JHA for sewer enforcement.

1. Approval of minutes: December 9th 2021 Meeting Minutes:
 - A. Motioned by Robert Muiteer, 2nd by Brad Krayeski. All in favor, motion carried after changes made.
Page 3 # 18 Liability on cleaning sidewalks Jennifer Bixby shared an email from Lanesboro Mayor Chris Maby.
19. Correct Valerie Senese's name.
2. Public Comment:
 - A. Tax Collector, Sue Arthur requested the Council to appoint Doug Arthur as Deputy Tax Collector.
 - B. Doug Arthur requested the names of donors for his Halloween Parade to be noted in newspaper.
3. Community Development Committee Report
 - A. No report was given
4. Financial Reports:
 - A. Rhonda Parfitt presented the Treasurers Report.
 - B. Motion by Robert Muiteer, 2nd by Gary Boughton. All in favor, motioned carried to approve Resolution 2022-1 fixing tax rates for year 2022.
 - C. Motion by Gary Boughton, 2nd by Patrick Gall. All in favor, motion carried to approve and pay Bill List as presented.
5. Correspondence:

Jennifer Bixby read a thank you card from Susquehanna Library
6. Codes Report:
 - A. No report was given
7. Police Report:
 - A. The Council review Police Log. Robert Muiteer, 2nd by Patrick Gall. All in favor, motioned carried to pay Police bill upon receipt.
8. DPW Report:
 - A. SR 171 Slide Project. The project has gone out to bid and is on schedule for May 2022- November construction season.
 - B. Opening of duly advertised tractor sealed bids. Upon reviewing 3 of the 4 submitted bids Brad Krayeski motioned, 2nd by Patrick Gall. All in favor, motion carried to edit the bid notice for resubmission. Changes are as follows:
 1. Instead of quick connect front bucket, should be a removal front bucket.
 2. Add in prices for: pallet forks, rear and front mounted sweeper, snow plow attachment.
 3. Pricing for attachments should be included and itemized separately, although it is not mandatory.
 4. Motion by Brad Krayeski, 2nd by Patrick Gall. All in favor, motion carried to advertise the bid notice.
 - C. Another load of anti-skid
 - D. Mayor Randy Glover gave a verbal report that River Road is complete and looks good.

9. Codes Committee Report:
 - A. Nothing to report.
10. Finance Committee Report:
 - A. Nothing to report
11. Parks Committee Report:
 - A. Doug Arthur, previous Parks Chairman requested an update regarding Little League meeting. It was noted the meeting was successful and letter of support was obtained.
12. Volunteer Committee Report:
 - A. Nothing to report
13. Food Pantry: A family was able to have a Christmas Dinner due to a generous donor.
14. Grant Update:
 - A. Motion by Robert Muiter, 2nd by Gary Boughton. All in favor, motion carried to submit a Phase II DCED Stamp Grant with a maximum of \$140,000.00 with a \$14,000.00 match.

Old/Tabled Business

15. Ordinance Codification- Approval of Ordinance Codification for advertisement.
 - A. Brad Krayeski, 2nd by Gary Boughton to decrease the financial penalty to not shovel sidewalks to 30:50:75. Vote was taken and 3 voted yes: Brad Krayeski, Gary Boughton, Robert Muiter. 2 voted nay; Valerie Senese, Patrick Gall. Motioned carried.
 - B. Brad Krayeski motioned, 2nd by Robert Muiter. All in favor, motion carried for Ordinance Codification for advertisement.
16. Motion by Gary Boughton, 2nd by Patrick Gall, all in favor, motion carried for donation to Susquehanna Fire Department for placement of flags- \$432.00: 18 hours @ \$24.00/hour. 6 volunteers for 3 hours.
17. Street Light Replacement:
 - A. No action will be taken at this time.
18. Review the approved solicited funds form.
 - A. Changes to the form are as followed:
 1. #3 All donations will be made payable to Oakland Borough and remitted to Oakland Borough.
 2. Noted changes on the form.

New Business:

19. Survey for the multi-model grant:
 - A. The Council reviewed the proposal from Delta Engineer decided to wait for the cost to be covered under the grant.
20. Employee Handbook- Quotes from Peter Melan from Polity, Inc. is \$1,500.00; Barry Wolfe from Argos HR Solutions 4,000.00, LLC is \$850.00; David Anthony form KMS is \$750.00.

21. Robert Muter motioned to adopt and advertise the Right to Know Fee Schedule, 2nd by Patrick Gall. All in favor, motioned carried.
22. Deputy Tax Collector:
 - A. Motion by Brad Krayeski, 2nd by Gary Boughton. All in favor, motioned carried for an approval for Deputy Tax Collector advertisement.
23. Patrick Gall motioned to create a petition to decrease the size of Council from 7 to 5, 2nd by Brad Krayeski. All in favor, motioned carried.
24. Motion by Robert Muter, 2nd by Patrick Gall to adjourn 8:04 p.m. All in favor, motioned carried
25. Executive Session was announced at 8:04 p.m. for personnel and litigation purposes.