

Oakland Borough Council
380 State Street
Susquehanna, PA 18847
Special meeting minutes
July 29, 2021

Passed motions:

to adopt the amended agenda. The motion was approved by unanimous vote

to hire Jennifer Bixby for the Administrator position for a salary of \$615.00 per week

to hire Garnett Excavating for the Chestnut Street project as bid at \$11,618.00

to approve the Intermunicipal Road Maintenance Agreement and 2021 price sheet as presented by Harmony Township

for Ms. Parfitt to write a letter to the state representatives requesting that they support HB 1628

to create an activity request form and terms and conditions document for Oakland Park based on that of Susquehanna Borough's

to adjourn the meeting

Minutes:

The Oakland Borough Council held a special meeting on July 29th at 7:01pm for the purpose of general business. This was duly advertised in the County Transcript.

Council President Gary Boughton opened the meeting by informing the public that an executive session had been held from 6:30-7:00pm for personnel. Included in the session were members Gary Boughton, Valerie Senese, Robert Muiter, Brad Krayeski; Administrator Rhonda Parfitt; and member of the public Jennifer Bixby.

The Pledge of allegiance was recited and a moment of silence was observed.

Present were all people aforementioned, as well as Doug and Sue Arthur as members of the public.

1. Agenda- Kangaroo Kids was removed from the agenda and an activity request form was added
 - a. Mr. Muiter made a motion, seconded by Ms. Senese, to adopt the amended agenda. The motion was approved by unanimous vote.
2. Correspondence

- a. Ms. Parfitt stated that the Sunshine Law had been amended so that the agenda for each meeting needed to be publicized 24 hours in advance of the meeting. The idea was that the public would be fully informed of the items to be acted upon. However, the law did make room for emergencies and business that arose within the 24 hours before the meeting, so the amendment doesn't really affect the Council except that the agenda, by law, must be advertised in advance of the meeting.
3. Borough Administrator
 - a. Ms. Senese made a motion, seconded by Mr. Gall, to hire Jennifer Bixby for the Administrator position for a salary of \$615.00 per week. The motion was approved by unanimous vote. Ms. Bixby was present and accepted the offered employment.
4. Chestnut Project:
 - a. Despite contacting three additional contractors (Horn Enterprises, Griffis Construction, and All-American Router), Rhonda has been unable to obtain any further bids for the Chestnut Street project. Contractors already have their summer work planned out.
 - b. Mr. Muiter made a motion, seconded by Mr. Gall, to hire Garnett Excavating for the Chestnut Street project as bid at \$11,618.00. The motion was approved by unanimous vote.
5. Intermunicipal Road Maintenance Agreement- Ms. Senese stated that she had reached out to Harmony Township to see if they could aid the Borough in some of the DPW work. The Borough does not have an employee and Ms. Senese felt they would not be getting one any time soon but work still has to be done. Harmony Township has a good bit of equipment and is able to do some quick projects but too busy to do more time-consuming ones like excavating work. It was noted that because of the intermunicipal agreement, large jobs would not need to go to bid.
 - a. Mr. Boughton made a motion, seconded by Mr. Gall, to approve the Intermunicipal Road Maintenance Agreement and 2021 price sheet as presented by Harmony Township. The motion was approved by unanimous vote.
6. PSATS Membership proposal- Ms. Senese requested that the Council consider a \$200 PSATS membership, perhaps in lieu of PML and PSAB. She found that PSATS offered everything the PSAB did, plus much more. She suggested that it be tabled until the next meeting when the Council would have time to do their own research. Council was agreeable to this.
7. HB 1628 petition to representatives- Ms. Senese explained that she was reading the Borough magazine and there was a proposal which would help municipalities with the enforcement of fireworks usage. Since the legalization of all fireworks in 2017, Oakland had struggled with enforcement and the fireworks were a nuisance. Ms. Senese asked permission for Ms. Parfitt to write a letter to the state representatives, requesting that they support the proposal (HB 1628).

- a. Mr. Muiter made a motion, seconded by Ms. Senese, for Ms. Parfitt to write a letter to the state representatives requesting that they support HB 1628. The motion was approved by unanimous vote.
8. Activity Request Form- Ms. Senese stated that a resident had requested to rent out the Oakland Park in June of 2022. Ms. Senese desired for the Council to pass an activity request form and terms of use. She presented that of Susquehanna Borough, which had spent a lot of time with a solicitor. The Council reviewed the documents and changed them slightly so that they applied to Oakland.
 - a. Mr. Muiter made a motion, seconded by Mr. Gall, to create an activity request form and terms and conditions document for Oakland Park based on that of Susquehanna Borough's. The motion was approved by unanimous vote.
9. Public Comment- Doug Arthur stated that Ms. Senese should have handled differently a tree which he had complained was across the road, as Penelec took too long to address it and someone nearly got into an accident. He stated that the fire department had to take care of it and that someone from the Borough should have done it. Ms. Senese stated that there was nobody from the Borough who was insured that was qualified to handle the issue as there was involvement with wires. She stated that it was Penelec's problem and that they had told her they would address it timely. Ms. Senese asked Ms. Parfitt to contact Penelec and inform them that the Borough was unhappy with their response time. Mr. Arthur then stated that the recent streetsweeper truck had torn up tar at the intersection of his driveway and Harmony Street and he wondered if the Borough was planning to hire someone to seal the roads. Ms. Senese stated that although they had tried, they had been unable to secure a contractor that would seal the roads this year, but that it continued to be on the to-do list. Ideally, Ms. Senese would like to break the Borough into quadrants and perform all necessary maintenance on one quadrant every year.
10. Mr. Boughton made a motion, seconded by Mr. Muiter, to adjourn the meeting. The motion was approved by unanimous vote and the meeting was adjourned at 7:37pm.