

Oakland Borough Council
380 State Street
Susquehanna, PA 18847
Regular meeting minutes
July 8, 2021

Passed motions:

to approve the June 24th minutes with the changes

to approve the Treasurer's Report as presented

to approve the bill list as presented

a motion to open a new bank account titled "ARPA funding" and designate Gary Boughton as the Council President and Rhonda Parfitt as the Borough Administrator

to accept the police report

to accept the DPW report

to approve the match of the pour-in-place material and to begin fundraising for such

to approve and sign any resolutions and documents necessary to submit for the CBDG application

to accept the parks committee report as presented

to approve the \$5,855 proposal from Delta for the pocket park proposal

to approve and sign any resolutions and documents necessary to complete the application for the CFA multimodal grant

to adjourn the meeting at 8:03pm

Minutes:

1. The regular meeting of the Oakland Borough Council was called to order at 7:12pm.
2. The pledge of allegiance was recited and a moment of silence was observed.
3. In attendance were council members Gary Boughton, Valerie Senese, Robert Muiiter, and Brad Krayeski; Administrator Rhonda Parfitt; and Borough solicitor John Martin. Council members Debra White, Patrick Gall, and Mayor Randy Glover were absent.
4. Agenda
 - a. Ms. Senese made a motion, seconded by Mr. Krayeski, to adopt the agenda. The motion was approved by unanimous vote.
5. Minutes
 - a. Minor changes were made to pages 6 and 8 of the minutes regarding the codes report and volunteer committee report. The Council wished for them to state that the reports were both provided by Mr. Krayeski since he report had been copy and pasted from the agenda. Mr. Krayeski made a motion, seconded by Ms. Senese, to approve the June 24th minutes with the changes. The motion was approved by unanimous vote.
6. There was no public comment
7. Vice President seat: Ms. Senese stated for the record that she appreciated that the council had trusted to her lead but that she was going through changes in her own life and the Council was going through changes and she felt it was time to pass the baton. Mr. Muiiter asked her to reconsider and finish out the year but Ms. Senese would not reconsider. A discussion was had about the number of seats up for election and that this year's election would be unique due to not enough people being on the ballot and it only taking one write-in for someone to get a seat. There will be much council turnover if all four seats up for election are filled. Ms. Senese asked if Mr. Krayeski would accept appointment to the seat and he declined. Mr. Muiiter also respectfully declined a nomination. It was agreed to table the appointment until Mr. Gall and Ms. White could be present and included in the conversation. The vice president seat remains open.\
8. Financial reports
 - a. Ms. Senese made a motion, seconded by Mr. Krayeski, to approve the Treasurer's Report as presented. The motion was approved by unanimous vote.
 - b. Ms. Senese made a motion, seconded by Mr. Krayeski, to approve the bill list as presented. The motion was approved by unanimous vote.
 - c. Note (from agenda): Rhonda has applied for the American Rescue Plan Act funding for approximately \$58K. A new account will need to be opened and the

funds need to be tracked. Funds will come in two equal installments. The application is set up for the funds to be deposited in the Borough's general fund but they will be immediately transferred to the new account once received.

- i. Ms. Senese made a motion to open a new bank account titled "ARPA funding" and designate Gary Boughton as the Council President and Rhonda Parfitt as the Borough Administrator. The motion was approved by unanimous vote.

9. There was no correspondence to report

10. Codes Report: Mr. Krayeski stated that there was nothing to report for the codes department

11. Police Report: A police report, the first since contracting with Susquehanna Borough, was provided. Council was pleased with the amount of calls covered (16) and patrolling performed (14.5 hours) for the contracted number of hours. Calls included traffic stops, domestic incidents, a break-in, suspicious activity, welfare checks, indecent exposure, and harassment. Discussion was had about organizing the call log differently. Some council members wanted to be able to see what the Borough's biggest problems and repeat offenses were. Ms. Parfitt was asked to request the report in the form of an excel sheet.

- a. Ms. Senese made a motion, seconded by Mr. Krayeski, to accept the police report. The motion was approved by unanimous vote.

12. DPW Report: Ms. Senese noted that pot holes had been filled by two employees of Garnett Excavating with Tim Senese helping as a volunteer. They had worked themselves out of cold patch and would be back to finish on a day which had weather conducive to pot hole filling.

She noted that Susquehanna Borough was unfortunately not able to lend out the leaf and litter vacuum because they use it too frequently to be without it for even a week's time.

Regarding the rain garden that had been approved, Ms. Senese noted that she and Ms. Parfitt had met with Nate Harpster from the conservation district and Walnut street soil is not conducive to the implementation of a rain garden because it is backfilled under the short layer of top soil. While at Walnut Street, Ms. Senese noticed that the guardrail is washing out on that street just as it was washing out on Chestnut and she felt it should be repaired for safety reasons. The same problem was also occurring in an area of Spring Creek.

- a. Mr. Krayeski made a motion, seconded by Mr. Muiter, to accept the DPW report. The motion was approved by unanimous vote.

13. Codes Committee Report: (Provided by Brad Krayeski) The codes committee did not meet. We are waiting on the drafted codification of the ordinances.
14. Community Development Committee: The committee had not met but had communicated through messages and had decided that they would be nominating their first house for yard of the month.
15. The finance committee did not meet.
16. Parks committee (provided by Rhonda Parfitt): Doug and Rhonda met with a representative from PlayWorld and chose pieces to purchase through the CBD grant if received. The pieces include a swing set, a whirl, and a set of diggers. All pieces are universal. Benches and two grills were also included. All items will be placed in the green area behind the day pavilion. A quote was received for rubber mulch, but the parks committee has since discussed the installation of pour-in-place, which is a hard rubber material that acts as a floor. The pour-in-place comes at a cost of \$20 per square foot, which is approximately \$50,000 for the first area to be covered. The committee believes that it could fundraise for the pour-in-place, as Oakland Park will be the only universal park in the county and within a 30-minute radius (Recreation Park in Binghamton is a universal park). The committee recommends including in the CBDG application that the Borough will match the grant with the cost of the pour-in-place.
 - a. Ms. Senese made a motion, seconded by Mr. Krayeski, to approve the match of the pour-in-place material and to begin fundraising for such. The motion was approved by unanimous vote.
 - b. Ms. Senese made a motion, seconded by Mr. Boughton, to approve and sign any resolutions and documents necessary to submit for the CBDG application. The motion was approved by unanimous vote.
 - c. Ms. Senese made a motion, seconded by Mr. Krayeski, to accept the parks committee report as presented. The motion was approved by unanimous vote.
17. There was no volunteer committee report presented.

OLD BUSINESS

18. Ordinance codification- no update
19. Streetlight replacement update: The Penelec representative that Rhonda spoke to stated that they do not offer any kind of cover or shroud for the lights. She has been asked for them before. The only options are to (1) Have the lights turned slightly, which will likely not make a difference or will cause a problem at a different angle, or (2) remove the fixtures which will be costly because they are now under contract. Council should decide how to proceed, if to proceed at all.

Mr. Martin stated that he was disappointed in their response and thought they would address the issue. Ms. Senese stated that she was content with the fact that the

Council had noted the concern. It was now on record that Penelec would do nothing in case something tragic did happen.

20. Petition to Penelec for better electric service- nothing to report
21. Food pantry- nothing to report
22. Kindred Spirits- nothing to report
23. Westfall Pocket Park proposal: It was quoted at the previous meeting that the cost of the pocket park proposal from Delta was in the ballpark of \$3,000 and this was approved by Council. Upon review, the proposal is actually for \$5,855.00 and Rhonda wants to make sure this is still okay with the Council before committing to the expense. Money would come from Impact Fee account.
 - a. Ms. Senese made a motion, seconded by Mr. Boughton, to approve the \$5,855 proposal from Delta for the pocket park proposal. The motion was approved by unanimous vote.
24. CFA Multimodal grant update: Rhonda met with Chris Maby about solutions for Westfall Ave. He recommends removing the ditches (that PennDOT will never maintain), installing new sidewalks with curbing and inlets, and installing a bike lane. He is working on the proposal which will include scope of work, cost, administration details, etc. This is a large project, perhaps 1.5- 2 million. There is usually a 30% match for the grant, but the DCED is waiving all grant matches for municipal applications submitted until December 31st. The grant is due at the end of July, before the Council will have another meeting. Rhonda proposes that the Council approve the scope of work as provided by Delta (pending an email of the proposal to Council when it is received) and approve any resolutions that may be necessary to complete the grant application.
 - a. Ms. Senese made a motion, seconded by Mr. Krayeski, to approve and sign any resolutions and documents necessary to complete the application for the CFA multimodal grant. The motion was approved by unanimous vote.
25. Water Authority request for funding- The water authority is working on putting together pricing for the desired generator, related costs, and the documents we requested and hopes to have the information to us by the August meeting.

NEW BUSINESS

26. Mr. Krayeski made a motion, seconded by Ms. Senese, to adjourn the meeting at 8:03pm. The meeting was adjourned by unanimous vote. The Council entered into executive session for personnel and contracts.