

Oakland Borough Council
General Business Meeting Minutes
380 State Street
Susquehanna, PA 18847
March 14, 2024

Announcement: Oakland Borough Council went into executive session before the General Business meeting on February 8, 2024 at 6:30 p.m. for contractual, personnel, and litigation purposes. Meeting ended at 6:55 p.m.

Oakland Borough went into executive meeting after the General Business Meeting on February 8, 2024 at 7:40 p.m. for contractual, personnel, and litigation purposes. Meeting ended at 9:00 p.m.

Oakland Borough Council went into executive session before the General Business meeting on March 14, 2024 at 6:00 p.m. for contractual and litigation purposes. Meeting ended at 6:42 p.m.

Attendance: President Valerie Senese, Vice-President Robert Muter, Debra White, Brad Krayeski, Teena Gall, William Deakin, Mayor Randy Glover, Solicitor John Martin.

Absent: Administrator Jennifer Bixby, Treasurer/ Asst. Administrator Rhonda Parfitt.

Meeting was called to order by President Valerie Senese at 7:00 p.m.

THE MEETING WAS ANNOUNCED IT WAS BEING RECORDED

Pledge of Allegiance and moment of silence was observed.

1. Agenda:

Motion by Teena Gall, 2nd by Debra White to adopt the agenda with the additions as follows:

Under #4 Financial Reports Letter A. Add Solicitor John Martins bill for \$2,553.00(two thousand five hundred and fifty-three dollars).

Under #13 Under New Business Letter C Water Authority-Grant match.

All in favor, motion carried.

2. Approval of minutes:

A. Ms. Gall asked if everything is being wrote down from the previous meeting. Ms. Senese explained there are many writing styles. Some past secretaries were more verbatim, and the meeting minutes should be a synopsis. Mr. Muter explained that there is also the meeting minute recordings.

Motion by Patrick Gall, 2nd by Debra White to accept the February 8, 2024 Meeting Minutes as presented.

All in favor, motion carried.

B. President Valerie Senese opened public comment at 7:05 p.m.

1. Richard Upright 53 Brush Street, Susquehanna PA 18847 explained to Council that the culvert above Brush Street is unable to handle the rain. The last 3 years the water has washed out his driveway, gets water under porch and in the basement. Mr. Upright would like the Borough to fix this problem. Ms. Senese asked if Mr. Upright filled out a DPW form. Mr. Upright stated no. Ms. Senese explained that the form will be sent to him to fill out and sent to the right department. Mr. Randy Glover stated that he is not ignoring the problem he is just trying to come up with the best solution to fix the problem. Ms. Senese thanked Mr. Upright for his public comment.

2. Kevin Dubanowitz 71 Franklin Street, Susquehanna, PA 18847 explained to Council that Eldridge Street into Franklin Street is deteriorated with potholes from all the rain. There is a water problem in that area. Ms. Senese asked if Mr. Dubanowitz filled out a DPW form. Mr. Dubanowitz stated no he hasn't. Ms. Senese asked to please provide how he would like to have the form sent to him. Main address or an email address. Ms. Senese thanked Mr. Dubanowitz for his public comment.

3. Shawn Smith 73 Oak Street Susquehanna, PA 18847 explained that she is trying to purchase 393 State Street, Susquehanna, PA 18847. Ms. Smith stated she paid the rental permit of \$100.00 (one hundred dollars). Ms. Smith stated she has trying to get the water turned on. Ms. Senese asked Solicitor John Martin to answer her. Solicitor Martin asked Ms. Smith if she owns the home. Ms. Smith stated she is leasing it to purchase. Mr. Martin explained that if Goldstein Courier follow the proper procedure than her water could be turned on. Ms. Senese thanked Ms. Smith for her public comment.

4. Douglas Arthur 5157 Prospect Street, Susquehanna, PA 18847 asked to approach and have Mr. Kraveski explain the paper he has. Mr. Kraveski explained that Mr. Arthur has not submitted his rental permit payment. Mr. Arthur asked if it is \$100.00 (one hundred dollars) every year. Mr. Kraveski explained that he could receive \$50.00 (fifty dollars) back when the permit is completed. Ms. Senese explained that rental property owners still have to register even though nothing has changed with the rental property. Ms. Senese thanked Mr. Arthur for his public comment.

5. Susan Arthur 5157 Prospect Street, Susquehanna, PA 18847 asked Council if rental property owners have to have codes why doesn't the Borough have codes. There is no public restroom or running water at the Borough. Ms. Senese asked Solicitor Martin to answer the question. Solicitor Martin explained that the sewer pipe is broken and the Oakland Borough is in a major litigation at this time involving the fill project. Oakland Borough can not fix the pipe right now without jeopardizing the case. Ms. Senese thanked Ms. Arthur for her public comment.

6. Nicole Smith 73 Oak Street, Susquehanna, PA 18847 asked how long is the process for the rental permit. Mr. Kraveski explained that Goldstein Courier owns multiple properties in Oakland Borough that has been neglected. Goldstein Courier has had

multiple violations with the properties over the last year. Ms. Senese thanked Ms. Smith for her public comment.

6. Shawn Smith 73 Oak Street, Susquehanna, PA 18847 asked Council if Roy Williams is qualified to do the inspections. Ms. Senese explained Oakland Borough does not discuss their employees in a public meeting, but each employee has to have a qualification to do their job. Ms. Senese also explained that Oakland Borough does have a personnel form that she may fill out and return it to the Borough Office.

7. Susan Arthur 5157 Prospect Street, Susquehanna, PA 18847 asked Council why the people who own mortgages on their properties do not have to pay the rental fee. Solicitor Martin explained that people who own a mortgage technically own the property.

8. Richard Upright 53 Brush Street, Susquehanna, PA 18847 asked Council where the 1% tax was going. Ms. Senese explained that the Oakland Borough finances and budget are on the website or people may come into the office and request a copy of the budget.

9. Kevin Dubanowitz 71 Franklin Street, Susquehanna, PA 18847 asked Council what accomplishments has Oakland Borough done for the community. Ms. Senese explained that there has been work on the park, removal of the dam, ditch work projects. Oakland Borough operates on a small budget. Every month at the Business meeting the all projects are reviewed. Ms. Senese also stated Oakland Borough could do better job sharing with the public.

Ms. Senese closed public comment at 7:23 p.m.

3. Community Development:

- A. There are no meeting minutes to submit to record.
- B. Chairperson Heather Kraveski was not available for the meeting. Ms. Senese did inform Council that the meeting for Community Development has been rescheduled to March 20, 2024 at 5:00 p.m.

4. Financial Reports:

- A. Mr. Muiter informed that the Treasurer's report is in order except for adding the Solicitor's bill of \$2,553.00 (two thousand five hundred and fifty-three dollars) from November to present. Motion by Mr. Patrick Gall, 2nd by Ms. Teena Gall to approve Treasurer's Report with the addition of the Solicitor's bill as presented.
All in favor, motion carried.
- B. Motion by Mr. Gall, 2nd by Mr. Muiter to approve and pay Bill List as presented with addition of Solicitor's bill.
All in favor, motion carried.
- C. After discussion by Council, motion by Mr. Muiter, 2nd by Ms. Gall for payment of \$500.00 (five hundred dollar) to the Susquehanna Fire Department for removal of holiday flags with the stipulation that Oakland Borough will look for alternate donations.
All in favor, motion carried.

5. Correspondence:
 - A. Ms. Senese read a letter from Endless Mountains Heritage Region about celebration the Historic First Paddle following the dam removal, to be held on June 1, 2024 starting at 8:00 a.m. with registration and check-ins at the Great Bend Plaza. Endless Mountains Heritage Region looks forward to commemoration this momentous occasion with Oakland Borough and the community.
6. Codes Report:
 - A. A verbal report was given by Brad Krayski.
 1. Mr. Krayski did receive a phone call that construction debris was being dumped over the bank on Prospect Street. Mr. Krayski asked Mr. Roy Williams code enforcer to check into this.
 - B. Mr. Krayski explained to Council a meeting was held on March 4, 2024 with himself, Ms. Senese, Mr. Muiter, Solicitor Martin, Mr. Williams and Ms. Bixby. After the roll call vote at the February 8, 2024 Council Business meeting with the Goldstein Courier properties. Discussion of letters to be sent out and how to proceed with the situation. Mr. Krayski explained that a few more rental properties have not complied with the rental applications for permits. Notices will be sent out to the property owners about operating without a rental license and moving forward with that.
7. Police Report:
 - A. A verbal police report was given by Mayor Randy Glover. There were the following:
A snow storm, 2 traffic stops, patrolling, verbal fight, property damage, animal complaint, visit with CYS, and a follow up of theft.
Mayor Glover explained that Officer Creamer resigned from the Susquehanna police department. Oakland Borough received a letter from Susquehanna Depot that they are disbanding the police department. Follow the procedure and dial 911.
8. DPW Report:
 - A. A verbal report was given by Randy Glover, Head of DPW.
 1. Digging ditches, Mr. Glover stated there was a discussion with Mr. Miller about removing pipe up on Brush Street. Mr. Glover stated what Oakland Borough really needs is for Soil and Conservation to have a look at the project. Mr. Glover is trying to come with the possible solution for the water problem.
 2. Mr. Glover explained to Council that the box on the dump truck is in much needed repair. Mr. Glover received an estimate from SAAM custom truck and trailer to remove and dispose old box, install a new box, install cab shield, all wiring and lights for \$9,350.00 (nine thousand three hundred and fifty dollars). Ms. Senese explained that Mr. Glover and herself discussed with the Treasurer and it is within the DPW budget if Council approves the expenditure.
Motion by Mr. Gall, 2nd by Mr. Muiter for the proposal of having the box on the dump truck replaced for \$9,350.00 (nine thousand three hundred and fifty dollars). All in favor, motion carried.

9. Finance Committee Report:

- A. There were no meeting minutes to submit to record.
- B. A verbal report was given by Robert Muiter.
- C. Motion by Mr. Gall, 2nd by Mr. Krateski to move \$25,000.00 (twenty-five thousand dollars) from Edward Jones account back to the ARPA account at PSBT upon the expiration of the CD on March 26, 2024.
All in favor, motion carried.

10. Food Pantry:

- A. Ms. Bixby was unavailable to give a verbal report.
 - 1. Ms. Senese stated that while she has down at Borough building working on different projects that she has noticed everyday someone is coming in for the food pantry.
 - 2. Ms. Senese explained that Oakland Borough's DPW worker in spare time removed the wallpaper, sanded the walls down, painted the walls. It looks like a professional job.
 - 3. Mr. Muiter added that Oakland Borough Food Bank services Susquehanna County. The food pantry does not require annual income like most food banks. The applicants fill out a form. Oakland Borough also helps the homeless. They can receive food as many times a month as they need. Oakland Borough is partnered with CEO food bank. A lot of our supplies we get do not include personal hygiene products, baby supplies. If you know of anyone who would like to donate supplies or a monetary donation it would be appreciated. Ms. Senese also explained the food bank is not funded by tax payers' money.

Grant Update:

- A. Ms. Senese gave a DCNR grant update: Adams Cable is scheduled to move pole on March 15, 2024. No cost to Oakland Borough. Per Carl at Atlas the plans and specifications are 90% done. Should be done middle of next week and the finalized electrical plans should be done also. Should be ready to advertise for bids the following week.
- B. Ms. Senese gave an update for sidewalk projects:
CDBG grant for lower end has been approved by PennDOT and is ready to bid out. Upper Westfall Ave. needs proof of ownership of roads and letter from bank. Then approved by PennDOT then bid out with the CDBG grant.
- C. Ms. Senese gave an update that DCED gave Oakland Borough to do an Employee Handbook that is almost ready for review by Council. Mr. Muiter informed Council that Mr. Krateski, Solicitor Martin, Ms. Bixby, and himself reviewed the handbook and after some revisions it will be presented to Council.
- D. Ms. Senese gave an update on the Local Statewide Account grant. Ms. Senese explained that the first notice was our grants were under review. If DCED needed any information will be in contact with us. The second email received was if Oakland

Borough purchases a new dump truck before the end of process Oakland Borough will not be reimbursed from the grant.

Ms. Senese also stated that there were also 2(two) other grants through the Local Statewide Account. 1 (one) for the baseball field and 2(two) for playground equipment.

All these grants are zero % match.

11. Old/Tabled Business:

- A. There was no old /tabled business to discuss this month.

12. New Business:

- A. Ms. Senese explained that a Burn Ban was issued from March 16,2024 through April 14, 2024. No burning of any kind.
- B. Motion by Mr. Gall, 2nd by Mr. Muiter for Ms. Gall, Ms. White and Ms. Senese for the 3 (three) delegates for dissolution of River Bounty.
All in favor, motion carried.
- C. Council had a discussion for Water Authority using some of Oakland Borough's ARPA funds to help with Water Authority's grant.
Motion by Mr. Gall, 2nd by Mr. Muiter to give Oakland Borough Water Authority \$15,000.00 (fifteen thousand dollars) as a match for their grant. The following stipulations as follows:
Submission of Annual Audit Reports, Monthly Treasurer's Reports, Funds must be utilized by September 30, 2024, and the funds must not be utilized for operating expenses or unrelated expenditures.
All in favor, motion carried.

13. Adjournment:

- Motion by Mr. Krayeski, 2nd by Mr. Muiter to adjourn meeting. Meeting ended at 7:58 pm.
All in favor, motion carried.