

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

**Announcement:** Oakland Borough Council went into an executive session after the General Business meeting on March 9, 2023 at 8:16 p.m. for contractual, personnel, and litigation purposes. Meeting ended at 8:40 p.m.

**Attendance:** Vice-President Gary Boughton, Robert Muieter, Brad Krayeski, Patrick Gall, Mayor Randy Glover, Solicitor John Martin, Administrator Jennifer Bixby, Treasurer/ Asst. Administrator Rhonda Parfitt.

**Absent:** President Valerie Senese

Pledge of Allegiance and a moment of silence was observed

**Meeting Called to Order to Order at 7:00 p.m. by Vice-President Gary Boughton**

**THIS MEETING WAS ANNOUNCED IT WAS BEING RECORDED**

1. Agenda:
  - A. A motion by Robert Muieter, 2<sup>nd</sup> by Brad Krayeski to adopt the agenda. All in favor, motion carried.
  2. A motion by Robert Muieter, 2<sup>nd</sup> by Brad Krayeski to approve the February 9, 2023 minutes with the following changes:
    - A. Under Community Development Committee Report change Ms. Krayeski to Mrs. Krayeski.
      1. Under #1 Ms. Parfitt explained that Oakland Borough received an email that zoom will be increasing their price by \$1.00 per month change to letter A.
      2. Change Motion by Robert Muieter, 2<sup>nd</sup> by Brad Krayeski to approve to add \$12.00 (Twelve dollars) on the Wex bill blank area. All in favor, motion carried to letter C.
      3. Motion by Robert Muieter, 2<sup>nd</sup> by Brad Krayeski to approve and pay Bill List. All in favor, motion carried to letter D.
  - All in favor with the noted changes, motion carried.
3. Public Comment:

Vice- President Gary Boughton opened at 7:03 p.m. No public comment to record. Vice-President Gary Boughton closed public comment at 7:03 p.m.

4. Community Development Committee Report:
  - A. Meeting minutes has been submitted to be recorded.
  - B. Verbal report given by Ms. Bixby in place of Chairperson Heather Krayeski.
    1. Ms. Bixby explained that 11 more Veterans flags were ordered. Working on a date with the Fire Department to change the flags.
    2. Spring clean up will be April 21 and 22, 2023. Randy Glover, head of DPW has been contacted and have DPW help with the cleanup of rubbish. Mrs. Krayeski will contact Penn Dot to get the supplies for that date.
    3. Ms. Bixby and Ms. Senese will try to arrange a bus trip to Tioga Downs in the near future.
    4. A discussion for a large event for April 2024 for a fund raiser. More information to come as the committee gets closer to the event date.
5. Financial Reports:
  - A. Motion by Robert Muiter, 2<sup>nd</sup> by Patrick Gall to approve Treasurer's Report as presented. All in favor, motion carried.
  - B. A motion to approve and pay Bill List by Robert Muiter, 2<sup>nd</sup> by Patrick Gall with the addition to add \$12.00 (twelve dollar) in the Wex bill blank area. All in favor, motion carried.
6. Correspondence:
  - A. The New Tourism Agency for Susquehanna County from County Commissioners Resolution 2023-02 for Council to review.
  - B. Burn Ban in Susquehanna County Resolution from County Commissioners Resolution 2023-03. The burn ban will take affect as of March 18, 2023 through April 6, 2023. Ms. Bixby will have it posted on web site.
  - C. A letter and article from Sandra Wilmot, President, Clifford Township Historical Society. For Council to review.
7. Codes Report:
  - A. A verbal report was given by Brad Krayeski, Head of Code Department.
    1. Mr. Krayeski informed Council that Roy Williams, Code Enforcer is just about finished up with rental inspections. Mr. Williams will be going to Magistrate's office for 5 or 6 property owners that have not returned the rental permit inspection paperwork in. Mr. Muiter asked about how many rental units there has been. Mr. Krayeski explained that there are about 42 rental units. Mr. Krayeski also explained that there is 95% compliance with the property owners. Mr. Williams doing a great job. Getting positive feedback from the community.

2. With last months report about drainage problems on State Street. Mr. Krayeski stated Mr. Williams has taken pictures for documentation.

3. Mr. Krayeski has not received any complaints. Mr. Krayeski asked Ms. Bixby if she had received any. Ms. Bixby stated she has not received any through the office.

8. Police Report:

A. A verbal report was given by Chief Officer Creamer. Chief Officer Creamer reported for the month there was some patrolling, 1 harassment, 1 person laying in near road, 1 eviction, 1 theft, 1 PFA order, 1 neighbor argument, 1 vehicle going too fast, 1 warrant for arrest with transport, 1 traffic stop. Council reviewed the report and call log and will be submitted to the meeting minutes.

9. DPW Report:

A. A verbal report was given by Randy Glover, Head of DPW.  
1. Mr. Glover informed Council that there was one complaint of potholes up on High Street. DPW did fix the pothole with cold patch, but this time of year is hard. The cold patch will come back out. Waiting for warmer weather to fix the potholes.  
2. Did receive a few complaints from a resident about the plowing. Mr. Glover stated DPW is doing the best that they can.

10. Finance Committee Report:

A. No meeting minutes to be submitted to the minutes.  
B. A verbal report was given by Robert Muter. Mr. Muter explained that the first CD for \$15,000.00 (fifteen thousand dollars) will be maturing soon.  
C. A motion by Robert Muter, 2<sup>nd</sup> by Patrick Gall to open a second CD with Edward Jones Financial Institute for \$15,000.00 (fifteen thousand dollars) at 4.95 % and to draw up new resolution for the second CD. All in favor, motion carried.

11. Parks Committee Report:

A. No meeting minutes to be submitted to the minutes.  
B. A verbal report was given by Gary Boughton, Head of Parks Committee.  
C. Internet for Cameras at the park will be tabled till next month's meeting.  
D. Solicitor John Martin and Ms. Bixby are working on the Camera Policy for Resolution.  
E. Tree thinning at lower end park will be tabled till next month's meeting.

12. Food Pantry:

A. A verbal report was given by Ms. Bixby. Ms. Bixby informed Council that the food pantry is running very well. Have been receiving some new applicants each week. Still running short each month with the food pantry order that comes in. Would like to think of some fundraisers to raise money for the food pantry.

**13. Grant Update:**

- A. Ms. Parfitt read the Resolution for Multimunicipal Comprehensive Plan and zoning ordinances for STMP grant between Oakland Borough and Susquehanna Borough. Each Borough commits to \$2,700.00 (two thousand seven hundred dollars) as match for the project. A motion by Brad Krayeski, 2<sup>nd</sup> by Robert Muiter to sign the resolution. All in favor motion carried.
- B. Vice- President Boughton started opening the seal bids for the Baseball Field Renovation at the park.

The results are as follows:

- 1. KSG Engineering offer was \$41,000.00 (forty-one thousand dollars).
- 2. Peters Consultants offer was \$29,500.00 (twenty-nine thousand five hundred dollars).
- 3. Atlas Engineering's offer was \$28,100.00 (twenty-eight thousand one hundred dollars).

Council reviewed the proposals from each company. After much discussion Brad Krayeski made a motion, 2<sup>nd</sup> by Robert Muiter to accept Peters Consultants offer of \$29,500.00 (twenty-nine thousand five hundred dollars) for renovation of baseball field at the Oakland Borough Park.

- C. Ms. Bixby explained that for the CDBG grant for lower Westfall Avenue to Prospect Street sidewalk project will be \$4,700.00 (four thousand seven hundred dollars) for engineering fees and surveying cost by KSG. While KSG is surveying from Boyden Street to Wilson Avenue KSG will charge \$1,000.00 (one thousand dollars) for the survey and \$3,700.00 (three thousand seven hundred dollars) for engineering plans. Much discussion from Council they would like to know where the money will come from what account before deciding. Council will hold a special meeting to discuss this in more detail as Ms. Parfitt was unavailable at the time to answer the questions.
- D. Ms. Bixby informed Council that there was a meeting with Oakland Borough, Susquehanna Borough and American Rivers on Wednesday March 8, 2023 and the dam removal will be taking place in July of 2023.

**14. Old/ Tabled Business:**

- A. The Pond will be tabled till April's meeting.
- B. Update on Security Cameras for inside Borough Building.
  - 1. OEM charges \$55.00 per hour for installation.
  - 2. Tec 42 charges \$130.00 per hour for installation.Will be tabled till April's meeting.

**15. New Business:** There was no new business to discuss.

**Adjournment:** Motion by Robert Muite, 2<sup>nd</sup> by Brad Krayeski to adjourn the meeting. All in favor, motion carried. Meeting ending at 8:15 p.m.

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