

Oakland Borough Council

General Business Meeting

380 State Street

Susquehanna, PA 18847

May 15, 2023

Announcement: Meeting for May 11, 2023 was duly advertised in newspaper, Oakland Borough's Website and Oakland Borough's Facebook page that meeting was canceled and rescheduled to May 15,2023.

Oakland Borough Council went into an executive session before the General Business meeting on May 15,2023 at 6:00 p.m. for contractual, personnel, and litigation purposes. Meeting ended at 6:45 p.m.

Attendance: President Valerie Senese, Vice-President Gary Boughton, Brad Krayeski, Patrick Gall, Administrator Jennifer Bixby, Treasurer/ Asst. Administrator Rhonda Parfitt.

Absent: Robert Muter, Mayor Randy Glover, Solicitor John Martin

Meeting Called to Order at 7:02 p.m. by President Valerie Senese

Pledge of Allegiance and moment of silence was observed.

THIS MEETING WAS ANNOUNCED IT WAS BEING RECORDED

1. Agenda:

A. A motion by Patrick Gall, 2nd by Gary Boughton to adopt the agenda with the following additions:

1. Under # 7 Codes Report. Letter B will be Code Enforcer Officer transition
2. Under #10 Finance Committee report. Letter E will be Treasurer transition
3. Under #11 Parks Committee. Letter E will be Application for Parks Committee.
4. Under #13 Grant Updates. Letter F will be Geo tech proposal and Letter G will be motion for Endless Mountains Heritage Region.

All in favor, motion carried.

2. A motion by Brad Krayeski, 2nd by Patrick Gall to approve the April 13, 2023 minutes as presented. All in favor, motion carried.

3. President Senese opened public comment at 7:07p.m.

- A. Doug Arthur at 5157 Prospect Street, Susquehanna, Pa 18847 asked if there was a plan to fix drainage on High Street. The last storm he says he had 2 feet of water in basement. Water came down through residents' yard and across the street. President Senese explained it will be discussed under the DPW report. President

Senese asked resident if he filed a complaint form. Mr. Arthur stated no he didn't. President Senese asked Mr. Arthur to fill out a complaint form that he may get from the Administrator.

President Senese closed public comment at 7:08 p.m.

4. Community Development Committee Report:

A. There were no meeting minutes to submit to record.

B. Verbal report was given by Chairperson Heather Krayeski as there was no meeting this month.

1. Chairperson Krayeski explained the 2nd annual cleanup day on April 22, 2023 was a huge success. There was 8 adults and 5 children that worked for 3 hours. A total of 39 volunteer hours. A total of 19 (nineteen) large garbage bags were collected, 4 (four) more than last year. Mrs. Krayeski would like to thank Penn Dot for the supplies and Oakland Borough Department of Works Department for all their help to make cleanup day a huge success.

2. Mrs. Krayeski has been in connect with a graphic designer for new signage, logo, and letterhead. Waiting to hear from an 2nd graphic designer. More information on this when Mrs. Krayeski receives it.

3. Gary Boughton, Head of Parks Committee asked Mrs. Krayeski when the next meeting will be held. Mrs. Krayeski stated the first Wednesday in June the next meeting will be held.

5. Financial Reports:

A. A motion by Gary Boughton, 2nd by Patrick Gall to approve Treasurer's Report as presented. All in favor, motion carried.

B. A motion by Patrick Gall, 2nd by Gary Boughton to approve and pay Bill List with 2 additions as follows:

1. Burning Bush for \$30.50 (thirty dollars and fifty cents).

2. Am Trust Workers Compensation Audit bill for \$874.00 (eight hundred and seventy-four dollar). Ms. Parfitt explained that due to increase of hours and wages than expected.

All in favor, motion carried.

C. A motion by Gary Boughton, 2nd by Brad Krayeski for a donation of \$500.00 (five hundred dollars) to Susquehanna Fire Department for removing Holiday Flags and hanging up the Veterans Flags.

All in favor, motion carried.

6. Correspondence:

A. President Senese stated to Council that Oakland Borough received an email that for the Web Design starting in 2024 all renewals for the PSAB Web Design will be billed

directly from Course Vector instead of through PSAB. The same price will stay the same.

7. Codes Report:

- A. A verbal report was given by Brad Krayeski, Head of Codes Department. No complaints were submitted. 1 (one) assessment application permit was submitted.
- B. Mr. Krayeski explained that Roy Williams had turned in his resignation from being Code Enforcer effective as of May 12, 2023 for personal reasons. Mr. Williams has agreed to stay on as a limited role as a consultant to help Oakland Borough make the transition in finding a new Code Enforcer. Mr. Krayeski would like to say that Mr. Williams was great with helping Oakland Borough pointing us in the right direction with our Codes Department.
- C. A motion by Brad Krayeski, 2nd by Patrick Gall to keep Mr. Williams on as a consultant at his current rate of \$20.00 (twenty dollars) per hour and a 10-99. All in favor, motion carried.

8. Police Report:

- A. No verbal report was given by Chief Officer Creamer or Mayor Glover as both were absent from meeting. President Senese explained that each Council member has a copy of the police hours and report. If any questions please direct them to Mayor Glover.

9. DPW Report:

- A. A verbal report was given by President Senese on behalf of Randy Glover, Head of DPW absents.
- B. President Senese explained that the DPW Department has been busy fixing ruts and potholes on River Road, and Spring Creek Avenue. Also trying to fix potholes on other roads in Oakland Borough.
- C. President Senese explained that Mr. Glover is working with Chris Miller Construction at the rate of \$10.00 (ten dollars) per foot on High Street after the significant damage after the heavy rain fall 2 (two) weeks ago. The water came from High Street across the road, and down Chestnut and some other areas.
- D. A motion by Gary Boughton, 2nd by Patrick Gall to hire a part-time DPW employee, Daniel Kelly at \$18.00 per hour pending a 90-day review, then up to \$20.00 per hour for up to 15 (fifteen) hours a week per budget. All in favor, motion carried.
- E. President Senese explained that Robert Muiter has been in contact with PennDOT on the agility program for State Street and Westfall Street sweeping. Penn Dot said they will take care of it. PennDOT did clear away the debris from end of bridge and the sidewalk area across from Adams Cable. Oakland Borough would like to thank Penn Dot for all the work done.
- F. A motion by Patrick Gall, 2nd by Gary Boughton. spraying Japanese Knotweed around Borough building and at the park. Mr. Klapatch is charging \$820.00 (eight hundred and

twenty dollars) for around building and asking for 1/3 down which is \$274.00 (two hundred and seventy-four dollars). For the park he will be charging \$450.00 (four hundred and fifty dollars) and 1/3 down is \$150.00 (one hundred and fifty dollars).

All in favor, motion carried.

10. Finance Committee Report:

- A. There were no meeting minutes to submit to record.
- B. Robert Muter was not present to give a verbal report.
- C. President Senese asked Treasurer Rhonda Parfitt to discuss the CD renewal.
A motion by Gary Boughton, 2nd by Patrick Gall to renew 6-month CD in the amount of \$15,000.00 (fifteen thousand dollars) for a rate of 5.15% the capital reserve funds.
All in favor, motion carried.
- D. A motion by Brad Krayeski, 2nd by Patrick Gall to renew the ARPA funds in amount of \$25,000.00 (twenty-five thousand dollars) CD for 3 months at a rate of 5.1% or 5.15%.
All in favor, motion carried.
- E. A motion by Patrick Gall, 2nd by Gary Boughton to advertise for Treasurer position for transition of Treasurer Rhonda Parfitt's leaving. Ms. Senese thanked Ms. Parfitt for her dedication and hard work during her employment for Oakland Borough.

11. Parks Committee Report:

- A. There were no meeting minutes to submit to record.
- B. A verbal report was given by Gary Boughton, Head of Parks Committee. Mr. Boughton explained that himself or Mr. Gall were unable to meet with Peters Consultant at the park, but Ms. Senese and Ms. Bixby meet with Dennis Peters at the park. Ms. Senese explained that Mr. Peters was great to work with. Mr. Peters is asking for volunteers to take down fencing, old dugout, removal of a tree and some brush that needs to be removed before construction next year. Ms. Parfitt also reminded that all volunteer hours is money that the Borough does not need to match. Ms. Senese also stated that each volunteer is \$31.80 (thirty-one dollars and eighty cents) per hour for their time.
- C. Mr. Boughton asked to have Gerald Senese added to the parks committee. Ms. Senese asked if there was no question Gerald Senese will be added to the Parks Committee.
- D. Mr. Boughton stated that Gerald Senese would like to mow the park. Ms. Senese stated after approval of Gerald Senese's Volunteer Application he would be able to mow at the park until DPW starts.
- E. Ms. Senese asked for an update on Internet for Cameras at the park. Ms. Bixby stated that Dave Jenkins came and got the keys. As soon as he is done than Ms. Bixby can get Adams Cable up at the park to install internet.
- F. Tree thinning at lower end park.

12. Food Pantry:

- A. A verbal report was given by Ms. Bixby. Ms. Bixby stated that the food pantry is running very well. Ms. Bixby said she would like to thank Robert and Brenda Muter, Gary Boughton, and Doug and Sue Arthur for their donations to the food pantry. Ms. Bixby also stated that American Legion Post 86 had given a monetary donation.

13. Grant Update:

- A. DCNR grant for park.

1. Motion by Brad Krayski, 2nd by Patrick Gall to open a new, interest-bearing bank account for the use of DCNR funds with the president, vice-president, administrator, and treasurer as officers on the account.

All in favor, motion carried.

- B. Update on Playground Equipment Installation is that Willow Play will be installing the first phase of the playground equipment with the CBDG grant money. Then Oakland Borough can move on to phase two with more equipment.
- C. Ms. Senese gave an update on Sidewalk from Boyden Street to Wilson Avenue. Ms. Bixby attend a meeting and the new sidewalk will extend just past Wilson Avenue to the first tree. Patrick from KSG will be submitting 20%-30% paperwork to PennDOT and have a meeting with PennDOT.
- D. Ms. Senese gave an update that the CDBG grant on Westfall Avenue sidewalk will be done at the same time that from Boyden to Westfall Avenue will be done. Ms. Senese also informed Council that between both grants it is a total about \$360,000.00 (Three hundred and sixty thousand dollars) worth of sidewalks to be done this year.
- E. Ms. Senese explained that Ms. Senese, Robert Muter, Jennifer Bixby, Sue Crawford and Deb Zayas met with Ted Resick from DCED to discuss Oakland Borough and Susquehanna Comprehensive Plan. Ms. Senese explained the comprehensive plan in detail.

1. Motion by Brad Krayski, 2nd by Patrick Gall to accept RFP for Comprehensive Plan as presented.
All in favor, motion carried.
- F. Motion by Patrick Gall, 2nd by Gary Boughton to accept Geo tech testing survey from ARM Group LLC for professional services near the PennDOT project. The cost is between \$23,000.00 (twenty-three thousand dollars)- \$28,000.00 (twenty-eight thousand dollars). This will be paid from Oakland Borough's Capital Reserve funds.
- G. Ms. Senese explained a grant that was submitted to EMHR for the Overlook project for \$7,500.00 (seven thousand five hundred dollars) for installation of an observation deck, benches, interpretive signage, and landscaping. Oakland Borough will pay the construction fees. In order for the grant Oakland Borough needs to renew the membership. Motion by Brad Krayski, 2nd by Gary Boughton to renew

our Endless Mountains Heritage Region membership for \$100.00 (one hundred dollars).

All in favor, motion carried.

14. Old/ Tabled Business:

A. Ms. Senese explained that “The Pond” will be reviewed under the comprehensive plan in the future.

B. Ms. Senese explained that the Security Cameras for inside Borough Building, computers, fax/copier can now be purchased.

1. Motion by Patrick Gall, 2nd by Brad Krayeski to have OEM order the security cameras and computers.

All in favor, motion carried.

15. New Business:

A. Ms. Senese explained that Representatives passed an OSHA Unfunded Mandate for Municipalities. House Bill 299. Ms. Senese asked for a motion to send letter to Senator Lisa Baker to re-evaluate House Bill 299. Motion by Patrick Gall, 2nd by Brad Krayeski.

All in favor, motion carried.

Adjournment:

Motion by Gary Boughton, 2nd by Patrick Gall to adjourn meeting.

All in favor, motion carried.

Meeting ended at 7:44 p.m.