

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

Call to Order

Announcement: The Oakland Borough Council held executive session on November 14, 2024 from 6:04 pm to 6:54pm for personnel, contractual, and litigation purposes.

Attendance: President Brad Krayeski, Valerie Senese, Robert Muiteer, Debra White, William Deakin, Patrick Gall, and John Martin; Administrator Trish Hendrickson and Treasurer Rhonda Parfitt

Meeting called to order at 7:00pm

Pledge of Allegiance and moment of silence was observed

IT WAS ANNOUNCED THAT THIS MEETING WAS BEING RECORDED.

1. Agenda:

- A. A motion made by Ms. Senese seconded by Mr. Muiteer to adopt the agenda with the following additions:
Under #6 Financial reports: C; consider a motion to approve an administrative stipend extension for Rhonda Parfitt until April 2025
#12 Grant updates C; StMP update
All in favor, motion carried.

2. A motion made by Ms. Senese, seconded by Mr. Muiteer to accept Teena Gall's resignation from Oakland Borough Council. Motion passed with a majority vote, Mr. Deakin and Mr. Gall opposed.

3. Approval of minutes:

- A. A motion made by Ms. Senese seconded by Mr. Gall to accept the October 10th meeting minutes as presented, all in favor, motion passed.

4. Public Comment:

Mr. Krayeski opened public comment at 7:08pm. There was no public comment and public comment was closed at 7:08pm.

5. Community Development:

- A. There were no committee updates, but Ms. Senese stated that they had taken a hiatus from working on the Comprehensive Plan with Susquehanna Borough and that she would like to see the committee reorganized to include Ms. Hendrickson so that she would be most aware of what is going on. Ms. Senese made a motion, seconded by Mr. Muter, that the committee for the comprehensive plan be Valerie Senese, Robert Muter, and Trish Hendrickson. All in favor, motion carried.**
- B. Ms. Senese recommended contacting Mr. White to explain the council would like the Community Development Committee to inspect and clean the veteran flags when they come down and determine if they can be hung another year. Mr. Krayeski recommended going forward putting on the ordering form that the flags would only be hung for so many years then they will be retired.**

6. Financial Reports:

- A. A motion was made by Ms. Senese, seconded by Mr. Gall to approve the treasurers report as presented. All in favor, motion carried.**
- B. A motion was made by Ms. Senese, seconded by Mr. Muter to approve the Bill list. Ms. Parfitt explained PENNDOT permits will be refunded and SAAM LLC is for the dump truck and repairs. All in favor, motion carried.**
- C. A motion was made by Ms. Senese, seconded by Mr. Deakin, to approve an administrative stipend extension for Rhonda Parfitt for the training of Ms. Hendrickson until April 2025. All in favor, motion carried.**

7. Correspondence:

- A. Nothing to report**

8. Codes Report:

- A. Mr. Krayeski stated that letters for garbage were sent to residents and to the COG office for follow up.**
- B. Due to recent complaints about the suspected burning of unauthorized materials, a motion was made by Ms. Senese, seconded by Mr. Deakin, to send letters to the residents of Oakland Borough reminding them of the burning ordinance. All in favor, motion carried.**
- C. Mr. Krayeski opened a discussion about raising the Sewer fees at the COG office. Ms. Senese stated she was not comfortable with that unless there was a financial reason for doing so. Mr. Krayeski stated that there was not. Nothing needed to be decided now.**
- D. Ms. Senese recommended that the council pay for training a new code enforcement officer as there are none available to handle the Borough's code needs. The council could make a contract in regards to years applicant would work for the borough. Ms. Senese believes if the applicant is trained by our current code Enforcer it would be beneficial and the applicant would be trained the way the council wants. Ms. Senese believes in 2019 the training and test was around \$5,000 or less. A motion was made**

by Ms. Senese, seconded by Ms. White, to advertise for a Code Enforcement Officer, to be trained. All in favor, motion passed.

9. Mayor's Report:

- A. Mr. Glover was unavailable to give a verbal report.
- B. Ms. Parfitt stated the ARPA funds needed to be used by the end of the year. Mr. Glover had gotten quotes for a couple pieces of equipment and is working on getting quotes for catch basins and pipes for roads. The Council expressed their general approval of purchasing supplies for future projects rather than purchasing a lot of equipment that would need maintenance. A motion made by Ms. Senese, seconded by Mr. Muiter, to create a purchasing committee comprised of Mr. Krayeski, Ms. Parfitt and Mr. Glover to make necessary purchases from the ARPA funds for equipment and street materials. All in favor, motion carried.

10. Finance Committee Report:

- A. Regarding the proposed 2025 budget, Mr. Deakin asked if there would be money to spend on police services should the opportunity arise. Ms. Parfitt stated that police services would be an allowable expense from the Impact Fee account and the general budget for 2026 could be rearranged to include police services. Ms. Senese made a motion, seconded by Mr. Deakin, to approve the 2025 budget for advertisement. All in favor, motion carried.

11. Food Pantry:

- A. Council was made aware of the Thanksgiving date change from the 28th to the 21st. Ms. Senese stated 211 needed to updated that the food bank is back up and running.

12. Grant Updates:

- A. Ms. Senese stated the council was awarded the LSA grant which was applied for in the fall of 2023 in the amount of \$88,434.00 to purchase a new dump truck for DPW department, and \$94,600.00 to match the ball field project. The LSA is 0% match. Ms. Senese stated that with receiving these additional funds for the ballfield project, the Council is now able to enter into contract with Minichi for their original bid of \$309,000 without having to reduce the scope of the project. While there had been concern at one time that the original bid would no longer be able to be used due to bid law, Solicitor John Martin confirmed that the Council had followed all the proper bidding procedures as they had originally accepted a bid within 60 days, but the contract was never signed. Ms. Senese stated that bank accounts for these grant funds would need to be opened when received. Ms. Parfitt made the recommendation to have the signatories open bank accounts now while waiting for the grant funds to be deposited. A motion was made by Ms. Senese, seconded by Mr. Gall for the bank signatories to open two accounts, all in favor, motion carried.