

Oakland Borough Council
General Business Meeting
380 State Street
Susquehanna, PA 18847
October 5,2023

Announcement: Oakland Borough Council went into an executive session before the General Business meeting on September 14, 2023 at 6:00 p.m. for contractual, personnel, and litigation purposes. Meeting ended at 6:50 p.m.

Attendance: President Valerie Senese, Robert Muiteer, Brad Krayeski, Patrick Gall, Administrator Jennifer Bixby, Solicitor John Martin.

Absent: Mayor Randy Glover, Treasurer/ Asst. Administrator Rhonda Parfitt.

Meeting Was Called to Order at: 7:00 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. Motion by Robert Muiteer, 2nd by Patrick Gall to adopt the agenda.
All in favor, motion carried.
 2. Motion by Robert Muiteer, 2nd by Brad Krayeski to approve the September 14, 2023 minutes as presented.
All in favor, motion carried.
3. President Valerie Senese opened public comment at 7:02 p.m.
 - A. Douglas Arthur at 5157 Prospect Street, Susquehanna, Pa. 18847 questioned Council about street lights being replaced. President Senese explained that street light replacement is up to the electric company not Oakland Borough. The electric company has a routine and they come out as they can. Oakland Borough pays a reduced rate with the lights that have already been replaced. The other lights Oakland Borough pays the same rate. There was an order and request submitted to the electric company to come and service. Ms. Senese can not recall if the next one scheduled is State Street or up the next longer Street.
 - B. Mr. Arthur commented at last month's meeting about naming the park after Gary Boughton. Mr. Arthur feels that it should not be named after Mr. Boughton. Ms. Senese thanked Mr. Arthur for his comments.

C. Teena Gall at 5899 High Street, Susquehanna, PA. 18847 commented to Council that the park has never been named after anyone. There were many residents that helped build the park. It has always been the Oakland Park and should stay that way. Ms. Senese explained that it would always be the Oakland Park and shall remain the Oakland Park, it was for scoreboard for the baseball field. Ms. Gall stated there shouldn't be a name to any part of the park. Ms. Senese thanked Ms. Gall for her comment. Ms. Senese closed public comment at 7:04 p.m.

4. Community Development Committee Report:

- A. There were no meeting minutes to submit to record.
- B. Chairperson Heather Krayeski was unavailable for the meeting. There was no verbal report given.

5. Financial Reports:

- A. Motion by Patrick Gall, 2nd by Robert Muiteer to approve Treasurer's Report as presented.
All in favor, motion carried.
- B. Motion by Patrick Gall, 2nd by Brad Krayeski to approve Bill List as presented.
All in favor, motion carried.

6. Correspondence:

- A. There was no correspondence to report.

7. Codes Report:

- A. A verbal report was given by Brad Krayeski.
- B. A letter was sent out last month about the about the tree branches that was blocking sidewalk on the corner of Walnut Street. Mr. Krayeski stated that the tree was taken down and the branches were removed from the sidewalk.
- C. Mr. Krayeski stated that the COG meeting went well. Interviewed a few applicants for the Code Enforcer position. Unfortunately, COG and a few other Borough's did not want to go with what the applicants. The applicants did not have the experience with the IPMC or issuing citations. The COG and other Borough's thought it would cost more money in the long run. Mr. Krayeski stated that it was discussed about NEIC doing it. Ms. Haley from COG office couldn't clarify on NEIC's terms for retainer. if it was going to be \$500.00 (five hundred dollars) retainer or \$500.00 (five hundred dollars) monthly. Will be waiting on the clarification.
- D. Unkept properties will be tabled until finding solution with the Codes office.

8. Police Report:

- A. Chief Officer Creamer and Mayor Randy Glover were unavailable for the meeting. Ms. Senese gave a verbal report in their absence. Ms. Senese informed Council there was 35 hours (thirty-five) for September patrolling. The hours consisted of patrolling,

1 welfare check, a disorderly conduct, criminal mischief, out with CYS, out with adult protection service, landlord/ tenant dispute, verbal fight, 2 burning incidents, harassment, call on animal, kids on ATV's, traffic stop, stolen property.

Council reviewed the hours and log sheet. This will be submitted to record.

9. DPW Report:

- A. Randy Glover, Head of DPW was unavailable at the meeting to give a verbal report.
- B. Ms. Senese gave a verbal report in Mr. Glover's absence. Ms. Senese discussed with Council about the truck back rack. Oakland Borough had tried selling it and was unable to. Susquehanna Depot Borough is wondering if they could use it. Ms. Senese was wondering about doing a municipality loan agreement for the truck back rack. Mr. Kraveski stated that Susquehanna Depot Borough is letting us store some of our salt in one of their bins, and was in favor. Ms. Senese asked for a motion. Motion by Brad Kraveski to let Susquehanna Depot Borough use the truck back rack under the municipality loan agreement, 2nd by Robert Muiter. All in favor, motion carried.

10. Finance Committee Report:

- A. Meeting minutes.
- B. A verbal report given by Robert Muiter.
- C. Motion by Patrick Gall, 2nd by Brad Kraveski for resolution for a CD of \$25,000.00 for 5-month at 5.45%. All in favor, motion carried.
- D. Mr. Muiter stated there wasn't a meeting for the budget, but everyone has a copy in their packet. Ms. Senese asked if there were any questions. If no questions, take home the budget and review it. If any questions send Mr. Muiter an email. Ms. Senese also stated that at November's meeting it should be voted on and advertised as the budget needs to be in place by January 2024.

11. Parks Committee Report:

- A. There were no meeting minutes to submit to record.
- B. Ms. Senese stated that the viewing for Councilman Gary Boughton will be held on October 7, 2023 from 11:00 am. to 1:00 p.m.
- C. Ms. Senese gave a verbal report for the Parks Committee.
 - 1. To address the public comment about the park. On the agenda it states naming of the park. It is not renaming the park. It is like at the school on the top of the scoreboard it has a name and, on the bottom, it has all the sponsors names. That is the proposal that Ms. Senese is making. To be Gary Boughton Memorial Field. It will always be the Oakland Park. Ms. Senese would like to propose a founder's sign, it would be professionally done. The budget would be around \$2,000.00 (two thousand dollars) for the format, design, shipping and installation to memorialize the founders of the park to find some old photos when the park was being built. To memorialize the founders she proposed a committee and community efforts. With

the changes Ms. Senese stated that it is very important for the community to see that Oakland Borough is recognizing the past and the future.

Ms. Senese is proposing to advertise for a Community Committee. To sit down with a professional to get all the people that was there to help create the park. Hoping that the community has pictures of the people helping with the building of the park. She proposed to have a Councilman sit on the committee to keep the project on track and that money would come from the Parks budget.

Ms. Senese asked for a motion to solicit for professional services for the sign creation and to advertise for Community Committee. Motion by Brad Kraveski, 2nd by Robert Muieter.

All in favor, motion carried.

- D. Ms. Senese explained to Council that herself and an employee looked over the bank at the lower end of the park. Ms. Senese explained of looking into grants for tree thinning and stabilizing the bank as the trees are being removed. Ms. Senese would like to start having meeting with tree experts to see how to work this out. There was a tree that fell down the bank without property injuries, this is an issue as there has been alot of trees affected by illness.
- E. Ms. Senese gave an update on baseball field renovation. Ms. Senese informed Council that unfortunately Peters Consultant was unable to take the bid with Oakland Borough. But the good news is the one of the bidders, Atlas proposed their bid. Ms. Senese explained that the bid was \$28,100.00 (twenty-eight thousand one hundred dollars) that was proposed back in March. Ms. Senese asked for a motion to enter into contract with Atlas for the engineering services for the DCNR grant for the park.
Motion by Brad Kraveski, 2nd by Robert Muieter to enter contract with Atlas.
All in favor, motion carried.
- F. Naming of the baseball field has been tabled.

12. Food Pantry:

- A. Ms. Bixby gave a verbal report that the food pantry is running well, and still getting new applicants.

13. Grant Update:

- A. Update on DCNR grant for park was already motioned to hire Atlas.
- B. Ms. Senese gave an update on Playground equipment that was installed the week of August 14,2023. The company that is doing the pour and place is a national company and have been out of the area. Oakland Borough has been assured that it will be completed by the weekend of October 7, 2023.Oakland Borough will be able to plan a soft ribbon cutting for the funders.
- C. Ms. Senese informed Council that KSG has submitted paperwork to PennDOT for sidewalk from Boyden Street to Wilson Avenue and lower end Westfall Avenue. Waiting for PennDOT review again.

- D. Ms. Senese gave an update on Comprehensive Plan. There will be a meeting on October 17, 2023 to discuss with Susquehanna Borough, Oakland Borough and Woodlands Design.
 - E. Ms. Senese informed Council that the Committee for DCED for Employee Handbook as been established and will be working on that soon.
 - F. Ms. Senese state that there are new eligible uses the ARPA funds are as follows:
 - 1. Emergency relief from natural disasters.
 - 2. Community Development
 - 3. Surface Transportation projects.
 - G. Ms. Senese informed Council that a grant was submitted to Oakland Borough's Insurance company for loss control for \$5,000.00 (five thousand dollars) for fencing at the park.
- HMs. Senese explained that there a grant from the Local Share Account Statewide. Would Like to submit 3 grants. One would be for a dump truck, second one for a match to the DCNR grant, and third one for Phase II playground equipment. There is a \$100.00 (one hundred dollar) fee for the application through DCED, but there is no match for the grant. Ms. Senese proposed a motion for the submissions of the grants applications as presented.
 Motion by Robert Muite, 2nd by Patrick Gall to submit all three grants.
 All in favor, motion carried.

14. Old/ Tabled Business:

- A. Ms. Senese informed Council that The Pond will be recognized in the joint comprehensive plan under the recreation component. Tabled till then.
- B. 2 Computers and Security Cameras for inside Borough Building from OEM. John Ord is working on this. Tabled at this time.

15. **New Business:**

- A. A motion was proposed to hire Delta Engineering to do some surveying at the Overlook.
 A motion by Brad Krayeski to approve the contract to hire Delta Engineering for their services, 2nd by Patrick Gall.
 All in favor, motion carried.
- B. Ms. Senese proposed to Council of hiring David Johns professional services. There is a retainer agreement of \$2,500.00 (two thousand five hundred dollars). Mr. Johns is recommended by Mr. Rothenberg.
 A motion by Brad Krayeski, 2nd by Patrick Gall to sign contract to hire Mr. David Johns.
 All in favor, motion carried.
- C. Ms. Senese informed Council that there were 3 (three) candidates interested in filling the vacant seat.

1. Michael Payne sent an email stating he was on the upcoming ballot for Borough Council and was very interested in filling the vacant seat opened due to the unfortunate passing of Council Member Gary Boughton. Mr. Payne was unable to attend the meeting due to prior commitments. Mr. Payne thanked the Oakland Borough for considering him for the open position.
2. Ms. Teena Gall would like to be considered for the vacant seat.
3. Ms. Debra White is interested and is also on the ballot.

Ms. Senese asked for a nomination from Council. Robert Muter nominated Debra White. Ms. Senese asked for a motion.

Motion by Brad Krayeski, 2nd by Robert Muter.

All in favor, motion carried.

In the absence of Mayor Glover, President Valerie Senese sworn in Debra White.

16. **Adjournment:**

Motion by Robert Muter, 2nd by Brad Krayeski to adjourn meeting.

All in favor, motion carried. The meeting ended at 7:38 p.m.

Council went into executive session for contractual and litigation purposes following meeting at 7:45 p.m.