

Oakland Borough Council
380 State Street
Susquehanna, PA 18847
Regular meeting minutes
September 16, 2020

Council held an executive session from 6:00pm to 6:55pm for litigation.

The meeting was called to order at 7:02pm. Secretary Rhonda Parfitt performed roll call of Council. Present were council member Gary Boughton, Valerie Senese, Ron Beavan, Debra White, and Brad Krayeski; Mayor Randy Glover; Solicitor John Martin; and Secretary Rhonda Parfitt. Councilman Pat Gall was absent.

Also in attendance were Chief John Creamer, Borough EMC Dan Vinsko, and residents Doug and Sue Arthur.

The Pledge of Allegiance was recited and a moment of silence was observed.

Added to the agenda were the approval of a title search for Mannering Lane, maintenance of state road ditches, COG assessments, and Kindred Spirits. Ms. Senese made a motion, seconded by Mr. Muiter, to adopt the amended agenda. The motion was approved by unanimous vote.

Ms. Senese made a motion, seconded by Mr. Muiter, to approve the August 13th minutes as presented. The motion was approved by unanimous vote.

Ms. Sense made a motion, seconded by Ms. White, to approve the August 19th minutes as presented. The motion was approved by unanimous vote.

There were no notes on the treasurer's report. Regarding the bill list, Ms. Parfitt stated that \$100.65 needed to be added as due to Penelec, in addition to \$1,059.56 due to New Enterprise for anti-skid. The Wex bank charge was police fuel rather than a monthly card charge. Time sheets had been emailed and there were no noted objections. Ms. Parfitt also made a request to purchase a new minutes book for a cost not to exceed \$300.00. This book would put the Borough into compliance with numbered pages on which the minutes and other meeting documents would be printed. Permission was granted. Ms. Senese made a motion, seconded by Mr. Muiter, to approve the treasurer's report. The motion was approved by vote.

Mr. Krayeski presented the codes report, stating that he had a few new complaints that he had not had a chance to address yet. He also stated that he was looking in to having COG do the assessments for buildings that do not require a permit. There were some clarifications made and ultimately, council was in agreement.

Chief Creamer presented the police report which included 11 calls for the Borough and 8 for the township. Mr. Muiter made a motion, seconded by Ms. White, to accept the police report. The motion was approved by unanimous vote.

Mayor Glover gave the streets report, stating that the first loads of salt and anti-skid had been ordered and received. The Borough truck repairs were almost complete at Cleveland's Garage and Scott had been doing a good job. He stated that he did not feel that the Borough should be responsible for maintaining the weeds and brush on the state roads. Ms. Senese recommended that someone call PennDOT and ask about the AGILITY program so that if the Borough maintained something of the state's, the state would repay in-kind services. She stated that she had attempted the AGILITY program last year but PennDOT did not feel that the Borough had anything to offer. Ms. Senese disagreed with PennDOT and made clear that the Borough would not be doing PennDOT's work anymore, so residents and council needed to be vocal to PennDOT to get them to do something. Mayor Glover stated that he would like to move some supplies to the police garage for the winter and wanted to change the locks for the outside doors to make them different than the police department keys so that there would be easier access to the garage, furnace room, and panel box. It was agreed that Mayor Glover could purchase two key pad locks for the doors out of the streets budget.

There was no codes committee report. Mr. Martin asked when the Borough would be allowed to start working on the ordinances under the grant money. Ms. Senese stated that they had not heard anything back from Jim Rose and Ms. Parfitt offered to reach out again.

There was no community development committee report.

Ms. Senese gave the finance committee report which consisted of a proposal to transfer the Secretary position into a Borough Administrator position. Duties of the administrator would be the current Secretary duties, assistant treasurer duties, and the oversight of and communication with employees. Ms. Senese stated that the goal of the position was to avoid the burnout of council members who are investing a lot of time into the Borough. Mr. Muiter asked if there would be a residency requirement for the position, and Ms. Senese stated that there would not. She also stated that the finance committee would be preparing a couple of different budgets for proposal and that one of them would include a full time Borough administrator.

Regarding the parks committee, Ms. Senese stated that the park had not been maintained as it was supposed to have been maintained by the streets department and that it was a lot of work for one person to do. She stated that she would like for the parks department to be able to put the park maintenance out to bid and to select the best bidder. The goal would be for this person or company to do a clean-up and then perform the maintenance year-round. Park maintenance was included in the parks budget and none of it had been used to date. Mr. Muiter made a motion, seconded by Ms. Senese, to put park maintenance out to bid and allow the committee to choose a bidder. The motion was approved by majority vote with Mr. Beavan being opposed. Ms. Senese also stated that Mr. Arthur would like to request permission for the parks committee to hold the annual Halloween Parade at the park. Kids would be kept distanced and things would be pre-packaged to avoid extra touching. The Council voiced their approval. Mr. Muiter asked if Halloween [trick-or-treating] was going to be permitted. Those

that voiced their opinions gave their resounding approval of allowing trick-or-treating in the Borough, with the agreement that each family needed to use their own judgement. The Halloween Parade will be on Halloween night at 5:00 with trick-or-treating to follow from 6-8pm.

There was no volunteer committee report.

Under old business, the burn ordinance was once again tabled due to waiting on grant funding for ordinances.

Mr. Boughton stated that as far as the furnace replacement, the streets department had been asked to make a recommendation. After some discussion, it was noted that the furnace absolutely must be replaced ahead of the heating season and Ms. Parfitt stated that she had been told by multiple bidders that there would be no compatibility issues between the air conditioner and any furnace that was installed. Mr. Muiter made a motion, seconded by Ms. Senese, to accept the quote from Mirabito Oil for the Spirit by Thermopride oil furnace for \$3,800. The motion was approved by unanimous vote.

Regarding the NEP contract, Mr. Martin stated that NEP would not accept the same terms that the Borough is under with Adams Cable. Ms. Senese stated that NEP's terms only became an issue if a third provider wanted to enter the Borough and that the contract would not affect the existing agreement with Adams Cable. She was in favor of the NEP agreement because it was unlikely that a third provider would ever come into the Borough and NEP would give the residents another option. It was agreed that the NEP contract would be circulated one more time and that Council would prepare to accept the contract by vote at the next meeting.

Mr. Beavan provided an update on the video conferencing equipment, stating that to get the set-up from Logitech, it would cost between \$6,000 and \$8,000. There was some discussion about cheaper options, which included a tablet or Smart TV that were Bluetooth equipped. Mr. Beavan stated that he believed all the Borough would need would be a monitor, a laptop, and a unit which was a speaker, camera, and microphone all in one. The estimated cost would be \$2,000. Ms. Senese began to consider where the money could come from out of the budget. Mr. Muiter stated that technology was supposed to be part of the next phase of the grant and wondered where the Borough sat with the STMP program. Ms. Parfitt stated that she would reach out to Mr. Rose and inquire how to move forward.

Giving a pantry update, Ms. Senese stated that she had applied for a grant for a new refrigerator and that a new freezer had been donated. She also stated that they had not reviewed volunteer applications yet, but that she would like for Ms. Parfitt to be approved to help with the pantry. She stated that there had been many requests for household items like paper towels and cleaning products. Because there was some confusion on how the pantry was operated, Ms. Senese explained the process: Someone in need gets directed to Ms. Senese's phone. She makes an appointment with the individual and walks them through the pantry so they can choose what their family will eat. This leaves no waste. The person then takes the food

with them. Ms. Senese and Mr. Arthur have logs to be completed for compliance purposes, like taking freezer temperatures and the ages of people who are fed through the pantry. She noted that Penn Can Speedway had been a consistent contributor of food to the pantry, along with Brushville Baptist Church. Donations are always welcome from any person or entity.

Ms. Senese gave an update about the Pierson Street and 3rd Ave project, stating that the project had been approved for the additional funding and that the project would need to go back out to bid. Mr. Krayeski stated that he was in the process of obtaining Right of Way permissions from the residents who would be affected by the project. It was discussed that in order to save some time while properly fulfilling bid advertising requirements, the project should be advertised in a daily paper. Ms. Senese made a motion to advertise for the project bids in the Scranton Times and to hold a special meeting on Monday October 5th at 6:00pm for general business, at which meeting a bid would be accepted. Council was in agreement.

Under new business, Mr. Krayeski made a motion, seconded by Ms. Senese, for the Borough to order a title search on Mannering Lane. The motion was approved by unanimous vote, with Mr. Muiter abstaining for conflict of interest.

Mr. Boughton stated that Kindred Spirits was once again requesting to use the Borough building as a facility for their feral cat program. The dates requested for October would be October 1st and October 22nd. Ms. Senese stated that the program was really working for the community as there were fewer cats around and fewer cat complaints since the Borough began the program almost a year ago. It was noted that someone would need to come open the building and Ms. Senese volunteered to open and close the building.

The meeting was opened for public comment. Chief Creamer asked who would be liable for something that went wrong if the Borough was using the AGILITY program. Mr. Beavan stated that he was sure it would be outlined in the contract.

Dan Vinsko asked if there were any bars in Oakland as the new order from the governor was that bars could not serve alcohol after 10:00pm. It was noted that there were no bars in Oakland.

Ms. Senese made a motion, seconded by Mr. Krayeski, to adjourn the meeting at 8:17pm. The meeting was adjourned by unanimous vote.