

Oakland Borough Council
Regular Meeting
December 16, 2020

The regular meeting of the Oakland Borough Council was called to order at 7:00pm at the Oakland Borough Building. Present were council members Valerie Senese, Brad Krayeski, Robert Muiter, and Debra White; Mayor Randy Glover; Secretary Rhonda Parfitt; and Solicitor John Martin was present via ZOOM. Councilmen Gary Boughton and Patrick Gall were absent. Chief Creamer arrived at 7:32pm.

Doug Arthur was present as a member of the public.

The Pledge of Allegiance was recited.

1. Ms. Senese requested to add a furnace check before adjournment. Mr. Muiter made a motion, seconded by Mr. Krayeski, to adopt the amended agenda. The motion was approved by vote.
2. A motion to approve the November 10th minutes as presented was made by Mr. Muiter and seconded by Ms. White. The motion was approved by unanimous vote. Mr. Krayeski abstained due to not having attended the meeting. A motion to approve the November 19th minutes as presented was made by Mr. Krayeski and seconded by Ms. White. The motion was approved by unanimous vote. Mr. Muiter abstained due to not having attended the meeting.
3. Mr. Arthur questioned if the Council had ever gotten more information about the money that Eric Page owed to the Borough from the lien on the property when he purchased it. Ms. Senese stated that due to prior record keeping, the Borough was unable to find documentation of money owed by Mr. Page and it had to be let go. Mr. Arthur also stated that he had let the Borough use two pipes at one time and he was told they would replace them. His son had reminded him recently that the Borough had never replaced the pipes and he was requesting that they be replaced. Mayor Glover stated that he recalled the pipes and Ms. Senese told Mr. Arthur to submit a receipt which stated the details of the materials for reimbursement.
4. A motion to approve the treasurer's report as presented was made by Mr. Muiter, seconded by Mr. Krayeski, and approved by unanimous vote.
5. A motion to approve the bills list as presented was made by Mr. Muiter, seconded by Mr. Krayeski, and approved by unanimous vote. A motion to add the solicitor bill of \$1,757.50 to the bill list was made by Mr. Muiter, seconded by Mr. Krayeski, and approved by vote. Ms. Parfitt noted that the solicitor did not bill for phone calls, emails, or other work during the month and that the bill was just for meeting attendance.
6. A motion to approve the employee time sheets as presented was made by Mr. Muiter, seconded by Mr. Krayeski, and approved by unanimous vote.

7. A motion to approve Resolution#2020-12 fixing the tax rates for 2021 and to advertise such tax rates in the County Transcript was made by Mr. Krayeski, seconded by Mr. Muiter, and approved by unanimous vote. It was noted that all tax rates remained unchanged.
8. A motion to adopt the proposed 2021 budget as advertised and presented was made by Mr. Krayeski, seconded by Ms. White, and approved by unanimous vote. No members of the public had requested to view the budget. Mr. Muiter affirmed that this budget reflected the change in duties and pay for Ms. Parfitt and Ms. Senese confirmed.
9. A motion to continue with JHA Services for Sewer Enforcement Officer was made by Mr. Muiter, seconded by Mr. Krayeski, and approved by unanimous vote.
10. Mr. Krayeski gave the codes report, stating that there was one ongoing garbage complaint which COG was handling. COG had stated at their previous meeting that they were looking for a new SEO, who they would help train and would also be willing to train a CEO as their current one was a bit overwhelmed with the amount of work. A motion to accept the codes report was made by Mr. Muiter, seconded by Mr. Krayeski, and approved by unanimous vote.
11. There was no police report presented.
12. Mayor Glover gave the DPW report, stating that a State of Emergency had been declared for the storm that had already begun and plow driver Pete Miller was prepared. The truck had spent a lot of time in the garage and was ready for the weather. Mr. Arthur questioned about a new truck and Ms. Senese stated that savings for a new truck had begun. Mr. Muiter asked what was being saved for and Mayor Glover stated that he and Mr. Krayeski had to discuss what was needed and work that with the money that could be saved. Mayor Glover also stated that he would like to purchase a new, larger backhoe that would better fit the Borough's needs. Ms. Senese stated that the East Boyden Street project was complete for this year and that neighboring property owners Chad and Kim Tuttle were very happy. The road will need to be paved next summer in order to complete the project. Pipes had been installed along with a drywell. Ms. Senese stated that Mr. Garnett was willing to come back and move the drywell into the next property over if it happened that there was too much water running into the drywell. Mr. Krayeski mentioned that Spring Creek was in serious disrepair and stated that he would like to look into paving that street. Ms. Senese questioned if Mr. Krayeski knew of drainage work that was needed before paving, and he stated that it was something the Council would have to look in to. A motion to accept the streets report was made by Mr. Krayeski, seconded by Mr. Muiter, and approved by unanimous vote.
13. Regarding the codes committee report, Mr. Krayeski stated that the next step was to look into the codification of the ordinances. He sought the advice of Mr. Martin, who stated that he would send a referral to the Borough of a company that does codifications. A motion to accept the codes committee report was made by Ms. White, seconded by Mr. Muiter, and approved by unanimous vote.

14. There was no community development committee report. A motion to accept the lack of report was made by Mr. Krayeski, seconded by Ms. Senese, and approved by unanimous vote.
15. A motion to accept the finance committee report as presented was made by Mr. Muiter, seconded by Mr. Krayeski, and approved by unanimous vote. Mr. Martin questioned what the process was with verifying invoices and Ms. Senese answered that when she and Mr. Boughton sign checks, the corresponding invoice is always examined to determine that each one is a legitimate Borough purchase. Mr. Martin was pleased with this answer.
16. For the parks committee report, Mr. Arthur stated that he had called John Ord regarding the surveillance cameras in the park but he had not heard back yet. He imagined the meeting would have to wait until the snow could be cleared a bit more. A motion to accept the parks committee report was made by Ms. White, seconded by Mr. Muiter, and approved by unanimous vote.
17. Mr. Krayeski stated that although the committee had not met, two volunteers had installed the lock on the Borough door. He was sure that with the upcoming weather, there would be opportunities for volunteer work. A motion to accept the volunteer committee report was made by Ms. White, seconded by Mr. Muiter, and approved by unanimous vote.
18. The ordinance update was tabled. Mr. Martin asked when the Borough would get the grant money, and Ms. Parfitt stated that she was having a hard time communicating with the DCED representative. The most recent correspondence indicated that the Council would need to put together their entire list of wants for Phase Two and submit it all at once rather than in sections.
19. The pantry served 17 households in November, four of which were new contacts. The number of individuals served was 64.
20. Kindred Spirits provided an update which stated that 228 house cats and 284 feral cats had been treated through nine clinics held at the Borough building. Kindred Spirits expressed their thanks to the Council for permitting the use of the building. The next clinic is on January 21st, 2021. Any person in the 18847 area code gets their feral cats treated for free because Oakland provides the space for free.
21. Enrollment into the PSAB Plus membership program was tabled following discussion. Ms. Senese stated that she would watch enough webinars to make the expense worth it, but she didn't think the purchase should be made if only one person was going to use it. She noted that she had tried to contact PML for free training and education but was not able to get in touch with them. Mr. Muiter offered to do some hounding and see if he could make progress. Council thought this was a good idea. There would still be time at the January meeting to approve the PSAB Plus Membership if the Council felt it was needed.

22. A motion to hire John Ord with OEM Technologies to work on the Borough computer for a cost not to exceed \$150.00 was made by Mr. Muiteer, seconded by Ms. White, and approved by unanimous vote.
23. Council discussed Lanesboro's request for a second set of keys, which they desired in case of emergency, and expressed that they felt only the Mayor should have access to the keys in order to limit the number of people on the Sewer Authority property and in the Borough garage. A motion to create a second set of keys to the Borough garage for the Borough of Lanesboro was made by Ms. Senese, seconded by Mr. Krayeski, and approved by unanimous vote.
24. A motion to transition Rhonda Parfitt into the administrator position effective January 3, 2021 and to pay her a salary of \$615.00 per week was made by Mr. Muiteer, seconded by Mr. Krayeski, and approved by unanimous vote.
25. A motion to advertise for a treasurer for a \$400 per month stipend in the Mulligan's, the Scranton Times, and the County Transcript for a cost not to exceed \$50 per ad was made by Ms. Senese, seconded by Mr. Muiteer, and approved by unanimous vote.
26. After some discussion about the employee review form, Ms. Senese made a motion, seconded by Mr. Muiteer, to add to the existing employee review form an area for the employee to provide, in writing, their comments regarding their experience with the Borough officials and for employees to have the opportunity to complain of harassment, disrespect, mistreatment, etcetera on a separate document. The motion was approved by unanimous vote.
27. It was noted that the furnace system seemed to not be working properly as the thermostat was set at 70 degrees and often, the building wasn't reaching 55 degrees. Mr. Muiteer stated that the system should be under warranty and Mirabito should not charge a fee to come look at it. Ms. Parfitt was to contact Mirabito and request for them to send someone to the building.
28. Mr. Krayeski made a motion, seconded by Ms. White, to adjourn the meeting. The meeting was adjourned by unanimous vote at 7:38pm.