

MINUTES FOR REGULAR MEETING OF NESQUEHONING BOROUGH COUNCIL

Wednesday, December 18, 2019 at 6:30 p.m., Borough Office

114 W. Catawissa Street, Nesquehoning, PA 18240

ROLL CALL: COUNCILMEN JACOBS, RADOCHA, SABOL III; COUNCILWOMEN FOX, POREMBO; PRESIDENT HAWK; MAYOR KITCHKO; & SOLICITOR YURCHAK

President Hawk called the meeting to order at 6:30 p.m.

Councilman DeMelfi was absent.

HEARING OF VISITORS

Angelo Malaska – 150 W. Rhume Street – stated how he had a situation with the curbing on Willow Lane, but the Mayor had assured him that it was going to be taken care of. Councilman Radocha stated how he had not called him back because he had talked to the Engineer and it was better to do it in person than over the telephone, but he was going to let him explain what the issue was there.

PLANNING COMMISSION REPORT

- **Carbon County Training Facility**

Loren Salsman – Carbon Engineering - stated how they were looking for Conditional Final Approval for the Carbon County Training Facility. He stated how they have not heard back from Lehigh Engineering, plus the County was still waiting for approval from PennDOT. Secretary/Treasurer Ahner stated how the Nesquehoning Planning Commission had granted conditional plan approval. Mr. McArdle stated how Lehigh Engineering reviewed the plans. He stated how there were several items that were needed and from his understanding, Carbon Engineering has complied with those items. He stated how they were waiting for Lehigh Engineering to get back in touch with them. Mr. McArdle stated how they would like to move forward and get it out on bid in January so they could start construction on the project. He stated how they were waiting on PennDOT's approval. Mr. McArdle stated how his recommendation to Council was to grant approval pending Lehigh Engineering's letter of conditions. He stated how Council should put pressure on Lehigh to get the project moving. Councilmen Jacobs asked what phase of the project they were talking about. Mr. Salsman stated how the land development was what they wanted to get out for bid, clearing and grubbing the area.

Councilwoman Fox moved and Councilwoman Porembo seconded to grant conditional plan approval subject to the conditions set forth by the Nesquehoning Planning Commission, Lehigh Engineering and PennDOT. All voted yes. Motion passed.

ENGINEER'S REPORT

- **Eastern Environmental Contractors – change orders / payment request**

Councilman Jacobs moved and Councilwoman Fox seconded to approve the change order/final payment request for Eastern Environmental Contractors. All voted yes. Motion passed.

SOLICITOR'S REPORT

Solicitor Yurchak handed out a draft ordinance for the weight limits on Industrial Road and Dennison Road for the Council Members to review.

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Solicitor Yurchak stated about his review of the Dumpster Ordinance. He stated how they were generally allotted 30 days with a permit for renewal beyond that period of time. Secretary/Treasurer Ahner stated how most of the dumpster permits were averaging a 3 week time period.

Councilman Jacobs stated about allowing them only 15 days to keep the dumpster. Solicitor Yurchak stated how they could give them a 15 day time period and charge an additional fee beyond that time period. President Hawk stated about a time limit, no more than two one week extensions, which would bring it to 30 days. Councilman Jacobs asked what they were charging for a dumpster permit.

Secretary/Treasurer Ahner stated how it was a \$50.00 fee for a 30 day permit. President Hawk stated about lowering the initial fee and then charging \$20.00 - \$25.00 a week for the extension permit.

Councilwoman Poremba stated how they did not want to overcharge for the permits because the people were trying to revitalize their properties. Councilman Jacobs stated about \$100.00 for the extra weeks.

Secretary/Treasurer Ahner stated how it might be something to discuss at workshop. President Hawk stated how they would wait and discuss it further at the Workshop/Committee Meeting.

Solicitor Yurchak stated how he had looked into speed controls for streets and PennDOT had a 104 page booklet on it. He stated about speed humps, speed cushions, raised cross walks or raised intersections.

Solicitor Yurchak stated how he had sent the information to Councilwoman Poremba and Councilwoman Fox. Councilwoman Fox stated how they were looking into what they could do for Willow Lane.

Councilman Jacobs moved and Councilwoman Fox seconded to accept Planning Commission Report, Engineer's Report and Solicitor's Report. All voted yes. Motion passed.

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JIM THORPE NEIGHBORHOOD BANK TREASURER'S REPORT

GENERAL FUND

Balance 10.31.19	451,381.34
Receipts	70,161.56
Expenditures	295,072.67
Balance 11.30.19	226,470.23

SANITATION FUND

Balance 10.31.19	226,390.53
Receipts	60,481.58
Sewer	47,842.29
Expenditures	49,574.81
Balance 11.30.19	189,473.74

SPORTS COMPLEX FUND

Balance 10.31.19	57,779.21
Receipts	124.25
Expenditures	3,588.92
Balance 11.30.19	54,314.54

COMMUNITY PROJECTS

Balance 10.31.19	19,235.64
Receipts	180.28
Expenditure	0.00
Balance 11.30.19	19,415.92

***ROAD CONSTRUCTION**

Balance 10.31.19	194,106.68
Receipts	48.39
Expenditures	0.00
Balance 11.30.19	194,155.07

FIRE TRUCK FUND

Balance 10.31.19	176,716.01
Receipts	484.15
Expenditures	466.50
Balance 11.30.19	176,733.66

SEWER OPERATING & MAINTENANCE

Balance 10.31.19	431,251.03
Receipts	48,311.35
Expenditures	240,447.71
Balance 11.30.19	239,142.73

HIGHWAY FUND

Balance 10.31.19	102,027.96
Receipt	8.04
Expenditures	6083.65
Balance 11.30.19	95,952.35

POLICE PENSION FUND

Balance 10.31.19	1,918,356.02
Receipt	53,451.67
Expenditures	-6,639.51
Appreciation/Depreciation	43,938.40
Balance 11.30.19	2,009,106.58

***NESQUEHONING LION CLUB**

Balance 10.31.19	11,503.94
Receipts	0.91
Expenditures	0.00
Balance 11.30.19	11,504.85

HOME FUND

Balance 10.31.19	19,437.40
Receipts	1.54
Expenditures	0.00
Balance 11.30.19	19,438.94

GENERAL SEWER CONT FUND

Balance 10.31.19	36,186.40
Receipts	200,006.80
Expenditures	167,385.29
Balance 11.30.19	68,807.91

***SOLAR PARK ESCROW ACCOUNT**

Balance 08.31.19	10,035.19
Receipts	2.50
Expenditures	0.00
Balance 11.30.19	10,037.69

***Savings Accounts**

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CD REPORT

FUND	CURRENT VALUE 11.30.19	INTEREST 11.30.19	OPENING DATE	CURRENT RATE	RENEWAL DATE	BANK
GEN. SEWER	\$ 411,080.68	\$ 432.47	08-28-17	1.25%	08-26-20	JTNB
SANITATION	\$ 22,541.60	\$ 13.89	06-29-17	0.75%	06-28-20	JTNB
CAPITAL PROJ	\$ 11,048.66	\$ 6.81	06-29-17	0.75%	06-28-20	JTNB
FIRE TRUCK	\$ 10,794.67	\$ 6.65	06-29-17	0.75%	06-28-20	JTNB
SEWER	\$ 523,557.41	\$1,109.31	01-22-18	2.50%	01-21-20	JTNB
SEWER	\$355,654.42	\$ 697.27	04-05-19	2.39%	01-04-20	JTNB

Councilwoman Fox moved and Councilwoman Poremba seconded to approve the Treasurer's Report and the CD Report. All voted yes. Motion passed.

TAX COLLECTOR'S REPORT:

November 2019

Real Estate	\$	9,040.63
Occupational	\$	297.00
Per Capita		<u>154.00</u>
TOTAL:	\$	9,491.63

COMMUNICATIONS:

- 12.09.19 PA Rural Water – Aerobic Digestion
- 12.09.19 Attorney Greek – Resignation letter – Zoning Hearing Board Solicitor 12.31.19**

Councilman Jacobs moved and Councilman Sabol seconded to accept Attorney Michael Greek's letter of resignation as the Zoning Hearing Board Solicitor. All voted yes. Motion passed.

- 12.10.19 PA Rural Water – Asset Management
- 12.11.19 Attorney Greek – B & B letter
- 12.11.19 United Concordia Dental – College Tuition Benefit
- 12.16.19 PA Rural Water – How To Develop Wellhead Protection plans for Small Systems
- 12.16.19 PA Rural Water - Laboratory & Sampling Basics for Drinking Water

Councilman Jacobs moved and Councilman Sabol seconded to accept the Tax Collector's report with the exemptions and to approve all communications and applications and place them on file. All voted yes. Motion passed.

BILLS TO BE RATIFIED, EXPENDITURES AND RECEIPTS

Councilwoman Poremba moved and Councilwoman Fox seconded to deposit all receipts, approve all bills to be ratified and pay all other bills. All voted yes except Councilman Radocha who abstained from General Fund check #13536. Motion passed.

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BILLS TO BE RATIFIED, EXPENDITURES AND RECEIPTS

Borough of Nesquehoning - General Fund

Bills to be Ratified

As of December 17, 2019

Type	Date	Num	Name	Memo	Split	Amount
Nov 21 - Dec 17 '19						
Check	11/22/2019	EFT	Payroll Fund	11.0819 payroll	-SPLIT-	\$ (24,508.00)
Bill Pmt -	11/22/2019	13505	Amazon	Crossing Guard Vest	200.00 · Accounts Payable	\$ (46.50)
Bill Pmt -	11/22/2019	13506	Jim Thorpe Neighborhood Bank		200.00 · Accounts Payable	\$ (38,244.88)
Bill Pmt -	11/22/2019	13507	Johnson Controls Security	01300114708853	200.00 · Accounts Payable	\$ (153.19)
Bill Pmt -	11/22/2019	13508	NMS LABS	Forensic Testing Blood /DU	200.00 · Accounts Payable	\$ (242.00)
Bill Pmt -	11/22/2019	13509	Police Pension Fund	2019 Pension Payment	200.00 · Accounts Payable	\$ (50,000.00)
Bill Pmt -	11/22/2019	13510	Priya Foods, 121		200.00 · Accounts Payable	\$ (783.86)
Bill Pmt -	11/22/2019	13511	Seitz Bros. Exterminating	Pest Control	200.00 · Accounts Payable	\$ (540.48)
Check	12/06/2019	EFT	Payroll Fund	12.06.19 payroll	-SPLIT-	\$ (30,299.32)
						\$ (144,818.23)

Borough of Nesquehoning - Sanitation Fund

Bills to be Ratified

As of December 17, 2019

Type	Date	Num	Name	Memo	Split	Amount
Nov 21 - Dec 17 '19						
Check	11/22/2019	EFT	Payroll Fund	11.22.19 payroll	-SPLIT-	\$ (985.97)
Bill Pmt -	11/22/2019	5927	SOM	11-1 / 11-19-2019 Sewer pa	2000 · Accounts Payable	\$ (22,565.00)
Bill Pmt -	12/02/2019	5928	United States Post Office	Stamps - Certified	2000 · Accounts Payable	\$ (13.70)
Check	12/06/2019	EFT	Payroll Fund	12.06.19 payroll	-SPLIT-	\$ (1,041.52)
						\$ (24,606.19)

Borough of Nesquehoning - SOM Fund

Bills to be Ratified

As of December 17, 2019

Type	Date	Num	Name	Memo	Split	Amount
Nov 21 - Dec 17 '19						
Check	11/21/2019	EFT	Sewer Construction Fund	Transfer Funds	492.004 · Transfer to Sewer Construc	\$ (100,000.00)
Check	11/22/2019	EFT	Payroll Fund	11.22.19 payroll	-SPLIT-	\$ (4,155.75)
Bill Pmt -	11/22/2019	11267	HILTI, INC.	Spindle,	2000 · Accounts Payable	\$ (165.43)
Bill Pmt -	11/22/2019	11268	Martins Electrical Service		2000 · Accounts Payable	\$ (820.32)
Bill Pmt -	11/22/2019	11269	PA Rural Water	PRWA Training Seminar	2000 · Accounts Payable	\$ (95.00)
Bill Pmt -	11/22/2019	11270	Priya Foods 121 Friendly	Fuel for Sewer Department	2000 · Accounts Payable	\$ (251.20)
Bill Pmt -	12/02/2019	11271	United States Postal Serv	Stamps - Certified	2000 · Accounts Payable	\$ (247.00)
Check	12/06/2019	EFT	Payroll Fund	12.06.19 payroll	-SPLIT-	\$ (4,246.84)
						\$ (109,981.54)

Borough of Nesquehoning - Sports Complex Fund

Bills to be Ratified

As of December 17, 2019

Type	Date	Num	Name	Memo	Split	Amount
Nov 21 - Dec 17 '19						
Bill Pmt -	11/22/2019	1501	Seitz Brothers, Inc.	Pest Control Service	20000 · Accounts Payable	\$ (540.48)
						\$ (540.48)

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BILLS TO BE RATIFIED, EXPENDITURES AND RECEIPTS

Borough of Nesquehoning - General Fund

Monthly Expenditures

December 18, 2019

Type	Date	Num	Name	Memo	Amount
December 18, 2019					
Bill Pmt -Check	12/18/2019	13512	Barry Isett & Associates, Inc.	Professional Services - October	\$ (110.00)
Bill Pmt -Check	12/18/2019	13513	Blue Ridge Communications	Acct # 0324416-01 - Dec 2019	\$ (293.45)
Bill Pmt -Check	12/18/2019	13514	Bradco Supply Company		\$ (361.30)
Bill Pmt -Check	12/18/2019	13515	Brickstreet Insurance	WCA4020067 - January	\$ (7,254.00)
Bill Pmt -Check	12/18/2019	13516	Brimar	Battery Crossing Guard Sign	\$ (70.65)
Bill Pmt -Check	12/18/2019	13517	Carbon Engineering, Inc.		\$ (2,118.00)
Bill Pmt -Check	12/18/2019	13518	Caterpillar Financial Services Corp.	Loader Payment	\$ (8,003.31)
Bill Pmt -Check	12/18/2019	13519	Companion Life		\$ (375.12)
Bill Pmt -Check	12/18/2019	13520	County of Carbon	Telecommunications	\$ (627.94)
Bill Pmt -Check	12/18/2019	13521	Dade Paper & Bag Co.	Garbage Bags, Paper Towels	\$ (627.10)
Bill Pmt -Check	12/18/2019	13522	Deezines	Wreath - Lions Club	\$ (50.00)
Bill Pmt -Check	12/18/2019	13523	Fastenal	LPGA0468	\$ (525.66)
Bill Pmt -Check	12/18/2019	13524	Fegley Oil Co, Inc.	Diesel Fuel Boro Garage	\$ (468.06)
Bill Pmt -Check	12/18/2019	13525	H. A. Berkheimer, Inc.		\$ (1,130.82)
Bill Pmt -Check	12/18/2019	13526	Jolene N. Remus	Family Promise	\$ (175.00)
Bill Pmt -Check	12/18/2019	13527	Kattner's	Oil For Borough Office	\$ (293.77)
Bill Pmt -Check	12/18/2019	13528	Kovatch Ford	Bucket Van	\$ (127.50)
Bill Pmt -Check	12/18/2019	13529	Lehigh Asphalt & Construction Company	Asph cement PG64-22 - 2019	\$ (812.00)
Bill Pmt -Check	12/18/2019	13530	Michael S. Greek, Esquire	Family Promise / Anna Nortesa	\$ (508.65)
Bill Pmt -Check	12/18/2019	13531	Nesquehoning True Value		\$ (219.17)
Bill Pmt -Check	12/18/2019	13532	Northeastern Pennsylvania Alliance	2020 Membership	\$ (275.00)
Bill Pmt -Check	12/18/2019	13533	Office Depot	Paper,Folders,Toner	\$ (405.94)
Bill Pmt -Check	12/18/2019	13534	PA State Association of Boroughs	Borough News Subscription 20	\$ (90.00)
Bill Pmt -Check	12/18/2019	13535	PenTeleData	Acct. # 143883 - November 20	\$ (119.94)
Bill Pmt -Check	12/18/2019	13536	Peter J. Radocha & Sons, Inc.	Oil Burner Cleaning	\$ (75.00)
Bill Pmt -Check	12/18/2019	13537	PPL	Electric	\$ (676.42)
Bill Pmt -Check	12/18/2019	13538	Priya Foods, 121	Gas	\$ (482.43)
Bill Pmt -Check	12/18/2019	13539	Quality Parts Co., Inc.		\$ (397.84)
Bill Pmt -Check	12/18/2019	13540	Robert T. Yurchak	Legal Services	\$ (1,285.00)
Bill Pmt -Check	12/18/2019	13541	S & O Computers, LLC	Computer	\$ (1,890.75)
Bill Pmt -Check	12/18/2019	13542	Sean Smith	2019 Out of pocket overages	\$ (433.94)
Bill Pmt -Check	12/18/2019	13543	Tamaqua Auto Parts, Inc.	Spot Light for F550 - LED Work	\$ (209.97)
Bill Pmt -Check	12/18/2019	13544	The Times News	Acct. # 10001134 - Part time Ol	\$ (192.95)
Bill Pmt -Check	12/18/2019	13545	Timothy Wuttke	Clothing Allowance	\$ (8.53)
Bill Pmt -Check	12/18/2019	13546	United Concordia	Acct. # 536 400 0940 D000 - Ja	\$ (734.79)
Bill Pmt -Check	12/18/2019	13547	Verizon Wireless	Acct. # 842021582-0001 - Dece	\$ (363.02)
Bill Pmt -Check	12/18/2019	13548	Windstream	Garage - 020 230 663 Decemb	\$ (50.25)
December 18, 2019					\$ (31,843.27)

Borough of Nesquehoning - Fire Truck Fund

Monthly Expenditures

December 18, 2019

Type	Date	Num	Name	Memo	Amount
December 18, 2019					
Bill Pmt -Check	12/18/2019	1605	Department of Labor & Industry	Policy # 5998250 State workers	\$ (5,768.00)
Bill Pmt -Check	12/18/2019	1606	McGriff Insurance Services	Insurance Fee	\$ (1,154.00)
Bill Pmt -Check	12/18/2019	1607	Robert T. Yurchak	Legal Services November 15th	\$ (10.00)
December 18, 2019					\$ (6,932.00)

Borough of Nesquehoning - Sports Complex Fund

Monthly Expenditures

December 18, 2019

Type	Date	Num	Name	Memo	Amount
December 18, 2019					
Bill Pmt -Check	12/18/2019	1502	Kattners Coal & Oil, Inc.	Rec Center Oil	\$ (995.32)
Bill Pmt -Check	12/18/2019	1503	Lowe's	Steel Straps	\$ (11.58)
Bill Pmt -Check	12/18/2019	1504	Nesquehoning True Value		\$ (98.93)
Bill Pmt -Check	12/18/2019	1505	PPL		\$ (171.38)
December 18, 2019					\$ (1,277.21)

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BILLS TO BE RATIFIED, EXPENDITURES AND RECEIPTS

Borough of Nesquehoning - SOM Fund

Monthly Expenditures

December 18, 2019

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
December 18, 2019					
Bill Pmt -Check	12/18/2019	11272	Blue Ridge Communications	Acct. # 0335574-01- Dec 2019	\$ (195.44)
Bill Pmt -Check	12/18/2019	11273	Borough of Nesquehoning	Rent December 2019	\$ (250.00)
Bill Pmt -Check	12/18/2019	11274	Caterpillar Financial Services Corp.	Loader payment	\$ (8,003.31)
Bill Pmt -Check	12/18/2019	11275	Cleveland Brothers Equipment Co. Inc.		\$ (745.88)
Bill Pmt -Check	12/18/2019	11276	Commonwealth of Pennsylvania	Acct. ID # 381564 - 2020 Annual	\$ (500.00)
Bill Pmt -Check	12/18/2019	11277	Companion Life		\$ (63.85)
Bill Pmt -Check	12/18/2019	11278	Donald Kolesar	Install Windows 10 Upgrade	\$ (403.71)
Bill Pmt -Check	12/18/2019	11279	Johnson Controls Security Solutions	Recurring Service Acct# 01300	\$ (131.00)
Bill Pmt -Check	12/18/2019	11280	Martins Electrical Service	Monthly Service Charge	\$ (90.00)
Bill Pmt -Check	12/18/2019	11281	Nesquehoning True Value	Supplies	\$ (100.06)
Bill Pmt -Check	12/18/2019	11282	Office Depot	Paper, Envelopes, Folders	\$ (145.92)
Bill Pmt -Check	12/18/2019	11283	PA One Call	Monthly Activity Fee	\$ (2.28)
Bill Pmt -Check	12/18/2019	11284	PenTeleData	Acct. # 143883 - November 2019	\$ (39.98)
Bill Pmt -Check	12/18/2019	11285	Pottsville Environmental Testing Lab, Inc	BOD,CBOD,Fecal Coliform,TS&C	\$ (770.00)
Bill Pmt -Check	12/18/2019	11286	PPL		\$ (5,577.80)
Bill Pmt -Check	12/18/2019	11287	Priya Foods 121 Friendly Mart II	Fuel for Sewer Department	\$ (295.40)
Bill Pmt -Check	12/18/2019	11288	Quality Parts Co., Inc.	Antifreeze Blend	\$ (262.66)
Bill Pmt -Check	12/18/2019	11289	S & O Computers, LLC		\$ (1,021.50)
Bill Pmt -Check	12/18/2019	11290	T.E.A.M. Supply, Inc.		\$ (745.64)
Bill Pmt -Check	12/18/2019	11291	United Concordia	Acct # 5364000940 - January 2019	\$ (191.10)
Bill Pmt -Check	12/18/2019	11292	Verizon	Dec 2019 - 570-669-6630 751	\$ (47.94)
Bill Pmt -Check	12/18/2019	11293	Verizon Wireless	Acct # 842021582 - Dec 2019	\$ (70.76)
December 18, 2019					\$ (19,654.23)

Borough of Nesquehoning - Sanitation Fund

Monthly Expenditures

December 18, 2019

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
December 18, 2019					
Bill Pmt -Check	12/18/2019	5929	Companion Life		\$ (21.81)
Bill Pmt -Check	12/18/2019	5930	Nesquehoning Borough	Rent December 2019	\$ (250.00)
Bill Pmt -Check	12/18/2019	5931	Office Depot	Paper, Receipt Books	\$ (125.83)
Bill Pmt -Check	12/18/2019	5932	PenTeleData	Acct. # 143883 - Internet Service	\$ (39.98)
Bill Pmt -Check	12/18/2019	5933	Robert T. Yurchak	Legal Services November 15th	\$ (70.00)
Bill Pmt -Check	12/18/2019	5934	S & O Computers, LLC	Windows 10 Pro Upgrade license	\$ (192.00)
Bill Pmt -Check	12/18/2019	5935	Tamaqua Transfer & Recycling, Inc.	Dec 2019 - Acct# 531 Invoice #	\$ (38,098.79)
Bill Pmt -Check	12/18/2019	5936	United Concordia	Dental - #536 400 0940 D000 -	\$ (95.55)
Bill Pmt -Check	12/18/2019	5937	Verizon Wireless	Acct. # 842021582-00001 Dec 2019	\$ (14.16)
December 18, 2019					\$ (38,908.12)

Borough of Nesquehoning - Sewer Construction Fund

Monthly Expenditures

December 18, 2019

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
December 18, 2019					
Bill Pmt -Check	12/18/2019	1245	Carbon Engineering, Inc.		\$ (957.50)
Bill Pmt -Check	12/18/2019	1246	Environmental Service Corp.	Tank Cleaning at WWTP as per	\$ (4,650.00)
Bill Pmt -Check	12/18/2019	1247	Martins Electrical Service LLC	Crane Service & Labor to install	\$ (4,030.47)
Bill Pmt -Check	12/18/2019	1248	On-Site Maintenance	Lake Hauto Pump Station - Ger	\$ (286.92)
December 18, 2019					\$ (9,924.89)

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BILLS TO BE RATIFIED, EXPENDITURES AND RECEIPTS

Borough of Nesquehoning - Highway Fund

Monthly Expenditures

December 18, 2019

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
December 18, 2019					
Bill Pmt -Check	12/18/2019	1491	American Rock Salt Company LLC	Bulk Ice Control Salt - (Quantity)	\$ (1,967.24)
Bill Pmt -Check	12/18/2019	1492	PPL		\$ (6,113.57)
December 18, 2019					<u>\$ (6,113.57)</u>

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Borough of Nesquehoning - Highway Fund

Monthly Expenditures

December 18, 2019

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
December 18, 2019					
Bill Pmt -Ct	12/18/2019	1491	American Rock	5 Bulk Ice Control Salt - (Quantity) 25.07	\$ (1,967.24)
Bill Pmt -Ct	12/18/2019	1492	PPL		\$ (6,113.57)
December 18, 2019					\$ (6,113.57)

Borough of Nesquehoning - Sanitation Fund

Deposit Detail

As of December 15, 2019

<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Nov 18 - Dec 15 '19				
General Journal	11/18/2019	14142	-SPLIT-	\$ 3,044.00
General Journal	11/18/2019	14143	-SPLIT-	\$ 144.00
General Journal	11/19/2019	14145	-SPLIT-	\$ 885.00
General Journal	11/20/2019	14144	-SPLIT-	\$ 4,050.00
General Journal	11/20/2019	14150	-SPLIT-	\$ 1,644.00
General Journal	11/21/2019	14158	-SPLIT-	\$ 90.00
General Journal	11/21/2019	14159	-SPLIT-	\$ 1,605.00
Deposit	11/22/2019	Deposit	-SPLIT-	\$ 138.86
General Journal	11/22/2019	14160	-SPLIT-	\$ (45.00)
General Journal	11/22/2019	14163	-SPLIT-	\$ 2,418.00
General Journal	11/24/2019	14162	-SPLIT-	\$ 472.50
General Journal	11/25/2019	14165	-SPLIT-	\$ 5,054.33
General Journal	11/26/2019	14167	-SPLIT-	\$ 94.50
General Journal	11/26/2019	14168	-SPLIT-	\$ 3,147.50
General Journal	11/26/2019	14181	-SPLIT-	\$ (45.00)
General Journal	11/26/2019	14183	-SPLIT-	\$ 45.00
General Journal	11/27/2019	14169	-SPLIT-	\$ 477.00
General Journal	11/27/2019	14170	-SPLIT-	\$ 6,685.75
General Journal	11/30/2019	14171	-SPLIT-	\$ 958.50
Deposit	11/30/2019	Interest	340.100 · Interest Earnings	\$ 18.73
General Journal	12/01/2019	14174	-SPLIT-	\$ 45.00
General Journal	12/02/2019	14178	-SPLIT-	\$ 45.00
General Journal	12/03/2019	14179	-SPLIT-	\$ 5,615.75
General Journal	12/03/2019	14184	-SPLIT-	\$ 139.50
General Journal	12/03/2019	14185	-SPLIT-	\$ 2,385.75
General Journal	12/04/2019	14187	-SPLIT-	\$ 45.00
General Journal	12/04/2019	14188	-SPLIT-	\$ 1,051.00
General Journal	12/05/2019	14190	120.000 · Accounts Receivable-Sanitation	\$ (55.50)
General Journal	12/05/2019	14191	120.001 · Accounts Receivable-Sewer	\$ 55.50
General Journal	12/05/2019	14192	-SPLIT-	\$ 1,949.00
General Journal	12/06/2019	14194	-SPLIT-	\$ 1,323.00
General Journal	12/08/2019	14193	-SPLIT-	\$ 322.00
General Journal	12/09/2019	14196	-SPLIT-	\$ 4,883.00
General Journal	12/10/2019	14197	-SPLIT-	\$ 288.00
General Journal	12/10/2019	14198	-SPLIT-	\$ 993.50
General Journal	12/11/2019	14201	120.000 · Accounts Receivable-Sanitation	\$ 138.75
General Journal	12/11/2019	14202	-SPLIT-	\$ 1,731.50
General Journal	12/12/2019	14203	-SPLIT-	\$ 1,618.00
General Journal	12/13/2019	14205	-SPLIT-	\$ 1,919.25
General Journal	12/15/2019	14204	-SPLIT-	\$ 407.50
Nov 18 - Dec 15 '19				\$ 55,783.17

MINUTES FOR REGULAR MEETING OF NESQUEHONING BOROUGH COUNCIL

Wednesday, December 18, 2019 at 6:30 p.m., Borough Office

BILLS TO BE RATIFIED, EXPENDITURES AND RECEIPTS

Borough of Nesquehoning - General Fund

Deposit Detail

As of December 15, 2019

	<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Nov 18 - Dec 15 '19	Deposit	11/18/2019	Deposit	310.210 · Earned Income Tax	\$ 5,571.80
	Deposit	11/18/2019	Deposit	310.512 · Local Service Tax	\$ 9,736.31
	Deposit	11/19/2019	Deposit	-SPLIT-	\$ 716.15
	Deposit	11/20/2019	Deposit	310.210 · Earned Income Tax	\$ 7,002.25
	Deposit	11/22/2019	Deposit	-SPLIT-	\$ 8,249.95
	Deposit	11/22/2019	Deposit	-SPLIT-	\$ 2,357.14
	Deposit	11/25/2019	Deposit	310.210 · Earned Income Tax	\$ 16,469.32
	Deposit	11/25/2019	Deposit	310.512 · Local Service Tax	\$ 962.51
	Deposit	11/27/2019	Deposit	310.210 · Earned Income Tax	\$ 9,767.74
	Deposit	11/27/2019	Deposit	310.512 · Local Service Tax	\$ 407.61
	Deposit	11/30/2019	Deposit	-SPLIT-	\$ 1,912.10
	Deposit	11/30/2019	Interest	340.100 · Interest Earnings	\$ 30.72
	Deposit	12/09/2019	Deposit	310.210 · Earned Income Tax	\$ 705.68
Nov 18 - Dec 15 '19					<u><u>\$ 63,889.28</u></u>

Borough of Nesquehoning - SOM Fund

Deposit Detail

As of December 15, 2019

	<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Nov 18 - Dec 15 '19	Deposit	11/22/2019	Deposit	-SPLIT-	\$ 48,251.82
	Deposit	11/30/2019	Interest	340.100 · Interest Earnings	\$ 28.06
Nov 18 - Dec 15 '19					<u><u>\$ 48,279.88</u></u>

Borough of Nesquehoning - Sports Complex Fund

Deposit Detail

As of December 15, 2019

	<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Nov 18 - Dec 15 '19	Deposit	11/22/2019	Deposit	-SPLIT-	\$ 80.77
	Deposit	11/30/2019	Interest	340.100 · Interest Income	\$ 4.43
Nov 18 - Dec 15 '19					<u><u>\$ 85.20</u></u>

Borough of Nesquehoning - Capital Projects Fund

Deposit Detail

As of December 15, 2019

	<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Nov 18 - Dec 15 '19	Deposit	11/30/2019	Deposit	12000 · Undeposited Funds	\$ 50.00
	Deposit	11/30/2019	Interest	340.100 · Interest	\$ 1.53
Nov 18 - Dec 15 '19					<u><u>\$ 51.53</u></u>

Borough of Nesquehoning - Fire Truck Fund

Deposit Detail

As of December 15, 2019

	<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Nov 18 - Dec 15 '19	Deposit	11/22/2019	Deposit	-SPLIT-	\$ 470.12
	Deposit	11/30/2019	Interest	340.100 · Interest Earnings	\$ 14.03
Nov 18 - Dec 15 '19					<u><u>\$ 484.15</u></u>

MINUTES FOR REGULAR MEETING OF NESQUEHONING BOROUGH COUNCIL
Wednesday, December 18, 2019 at 6:30 p.m., Borough Office

COMMITTEE REPORTS

1. PUBLIC SAFETY:

**ROSEMARY POREMBO, CHAIRMAN; DAVID DeMELFI, CO-CHAIR
DAVID HAWK**

- Fire Department Summary Report – November 2019

Councilwoman Porembo stated that there were 12 calls for the month of November 2019, which included 2 Dwelling Fires, 4 Mutual Aid (Palmerton – 2; Pocono Township – 1; Jim Thorpe – 1), 1 MVA, 1 Landing Zone and 3 AFA. She stated that there were a total of 98 calls for 2019.

Councilwoman Porembo asked if they had received any report from 121 W. High Street or 90 E. Catawissa Street from Carl Faust. Secretary/Treasurer Ahner stated how Mr. Faust had emailed her about having classes until December and would not be able to complete the inspections at 90 E. Catawissa Street until the second week of December. Councilman Jacobs stated how it had gone on too long. He stated how they have to find somebody else to do the inspections in a timely manner. Mr. McArdle stated how they were sitting on fines and they have not settled them. He stated how he had looked at the alarm information, which was provided by 121 W. High Street and they did what they were supposed to do. Councilwoman Fox asked from which properties were the three automatic fire alarms from the last months. Mr. McArdle stated about 90 E. Catawissa Street, Garibaldi Avenue, but could not remember the third location. He stated how they have cut back, which was their goal.

Solicitor Yurchak stated about giving Mr. Faust to get the inspections completed or to hand over his files, which would allow them to go with someone else. Councilwoman Porembo stated that she agreed with sending him a letter with the deadline for the inspections. She stated how they have items pending, which needed to be finalized.

Mr. McArdle stated how he wanted to know what was going on with 127 W. Catawissa Street. Secretary/Treasurer Ahner stated how the electrician was actively working on the property. She stated how it was more work than what they had originally anticipated. Mr. McArdle asked if they gave him a time limit. Secretary/Treasurer Ahner stated “no”. Councilwoman Porembo stated how they should discuss putting time limits on issues that arise within the Borough, whether they were working with Tim Dow or Carl Faust.

Mr. McArdle stated about the follow-up on the fire calls, because he was not hearing anything on them. Councilwoman Porembo stated about discussing that issue at their Public Safety Committee

❖ **MAYOR'S REPORT/
COG REPORT**

- **Police Officers Request – carry over all Personal and Vacation time into 2020**

Councilwoman Fox moved and Councilwoman Porembo seconded to allow the full time police officers to carry over their Personal and Vacation time, with the option to cash out any vacation time, they would have over 100 hours. All voted yes. Motion passed.

President Hawk stated how they will have to let them know about using their time next year.

MINUTES FOR REGULAR MEETING OF NESQUEHONING BOROUGH COUNCIL

Wednesday, December 18, 2019 at 6:30 p.m., Borough Office

Mayor Kitchko stated how he wanted to thank Amy Miller for getting something into the paper in regards to the spam letter, which was distributed throughout the town. He stated how they checked into the site and it was a scam to get personal information.

Mayor Kitchko stated how the next Neighborhood Watch Meeting would be held on Monday, January 6, 2020 at 7:00 p.m. at the Borough office.

❖ **POLICE REPORT**

- November 2019 Police Report

(A copy was placed in Communications folder)

Mayor Kitchko stated that there was a total of \$2,641.77 fine money received for November 2019, 52 citations issued (51 traffic and 1 non-traffic), 495 total incidents reported, 6 traffic accidents (5 reportable) and 3,506 miles driven or on patrol.

❖ **CIVIL SERVICE COMMISSION**

No report.

❖ **HOUSING & CODE ENFORCEMENT OFFICER'S REPORT**

- Gene Kennedy – Zoning Report November 2019

❖ **EMERGENCY MANAGEMENT REPORT**

Mr. McArdle asked if there was any response from Attorney Nanovic in regards to the dry hydrants inspections. Solicitor Yurchak stated “no”.

Mr. McArdle stated how he would like to renew his request for a radio for Schuylkill County. He stated how they had a dwelling fire recently in Lake Hauto. Councilwoman Poremba stated how the Public Safety Committee allotted an additional \$1,500.00 for each fire company. She stated how they were supposed to adjust what they were requesting. Mr. McArdle stated how he had a \$5,000.00 request in his budget from last year and again for 2020. He stated how they had money, which was not used for Ambulance Insurance. Secretary/Treasurer Ahner stated how she did not include insurance for the Ambulance for the 2019's budget. Councilman Jacob stated how they increase the fire company's allotment, which would help cover the costs of the new radios they wanted. President Hawk stated how it was not to specifically address the radios. Mr. McArdle stated how they have put all of the emphasis for the fire protection for Lake Hauto. He stated how he did not know what they could do. Mr. McArdle stated how they have to communicate with Rush Township, because they work hand-in-hand.

Councilman Jacobs moved and Councilwoman Fox seconded to accept the Public Safety Committee Report, which includes the Mayor/COG Report, Police Report, Civil Service Report, Housing & Code Report and Emergency Management Report. All voted yes. Motion passed.

MINUTES FOR REGULAR MEETING OF NESQUEHONING BOROUGH COUNCIL

Wednesday, December 18, 2019 at 6:30 p.m., Borough Office

2. STREETS

MICHAEL RADOCHA, CHAIRMAN; GEORGE SABOL, CO-CHAIRMAN FRANK JACOBS

- **Advertise for Bid for Willow Lane paving**

Councilman Jacobs moved and Councilman Sabol seconded to advertise for bids for the Willow Lane Reconstruction, once the specifications were reviewed/approved by the Street Committee.

All voted yes. Motion passed.

Councilman Radocha stated how the Borough crew was going to address the holes on Willow Lane. He stated about Mr. Stempa backfilling along the curb and how they were going to get the engineer to meet with the property owners.

Councilman Sabol stated about the bridge inspections and reviewing those reports. He stated how they will have to do some maintenance on the bridges.

3. SEWER

MARY FOX, CHAIRWOMAN; FRANK JACOBS, CO-CHAIRMAN; MICHAEL RADOCHA

- **November 2019 Sewer/Sanitation Adjustment Report**

Councilwoman Fox moved and Councilman Jacobs seconded to approve the November 2019 Sewer/Sanitation adjustment report. All voted yes. Motion passed.

- **Adopt 2020 Sewer Budgets**

Councilwoman Fox moved and Councilman Jacobs seconded to adopt the 2020 Sewer Fund Budgets; SOM Fund and Sewer Construction Fund; revenues of \$643,078.70 and expenses of \$727,495.25, with quarterly contributions from Rush Township of \$7,997.06. All voted yes. Motion passed.

Councilman Radocha stated about refurbishing Unit #3. Councilwoman Fox stated how some plates had to be replaced, but he did not have to be totally refurbished. Councilman Jacobs stated how they were not able to tie up Unit #3, if they wanted to empty Unit #2 over the summer. Councilwoman Fox stated how there were some repairs that needed to be done.

4. BUILDINGS

GEORGE SABOL, III, CHAIRMAN; FRANK JACOBS, CO-CHAIRMAN; MICHAEL RADOCHA

Councilman Sabol stated about the police station, where the stucco was falling off. He stated how they had talked about replacing it with vertical siding in the fall. Councilman Sabol stated how he would get some quotes over the winter to get something set up for the spring.

Councilman Jacobs stated about the oil that was used at the Recreation Center, which was twice as much as the Borough Office.

MINUTES FOR REGULAR MEETING OF NESQUEHONING BOROUGH COUNCIL

Wednesday, December 18, 2019 at 6:30 p.m., Borough Office

**5. SANITATION GEORGE SABOL, CHAIRMAN; ROSEMARY POREMBO, CO-CHAIR
MARY FOX**

Councilman Sabol stated how a few months back, they had decided to go with recycling, because there would not be an increase in the utility bill. He stated how something fell through the cracks, but there was not enough money to cover the increases. Councilwoman Porembo stated that they Committee surmised that everything would be handled with the figures they were given at the time. She stated that when the new contract came in from Tamaqua Transfer, they were looking at \$104,698.00 increase in the garbage collection alone. Councilwoman Porembo stated how they could not say that recycling cost push the budget higher. She stated that even if they did not go with recycling, they would still need to increase the Sanitation bill by \$10.00 a month, because they were not able to meet the increase. She stated that realistically, they needed to increase the sanitation bill \$10.00 to sustain the Sanitation budget and that they did not want to go beyond the \$10.00 increase. Councilwoman Fox stated how she wanted to make the residents aware that it was not an increase because a recycling. She stated how the garbage collection contract increased over \$100,000.00.

Councilman Sabol stated how it was not going up particularly because of recycling. He stated that if the recycling was voted down, they would still be increasing the garbage bill. Councilwoman Porembo stated how they would have had more of a surplus in the Sanitation account at the end of the five years, if they did not have the recycling cost. She stated how they have to get it out to the public; they were now in town that recycles. President Hawk stated that several years ago when they did a modest tax increase, they did reduce the Sanitation and Sewer by \$5.00 a month each. He stated for the last several years, the residents did have a lower utility rate. President Hawk stated how they were now in a situation where they needed to increase the rate due to a multitude of reasons. Councilman Sabol stated that if they were able to get out of the recycling contract, they should do it.

Councilwoman Porembo moved and Councilwoman Fox seconded to approve the 2020 Sanitation Budget with a \$10.00 per month increase. All voted yes except for Councilman Radocha who voted no. Motion passed.

**6. RECREATION MARY FOX, CHAIRWOMAN; GEORGE SABOL, III, CO-CHAIRMAN;
DAVID HAWK**

• **Adopt Recreation Commission – By-laws**

Councilwoman Fox stated about tabling the bylaws until the January Meeting.

- Request – Borough crew make sure that the handicap parking spots are cleared of snow/ice; dumpster not be placed in handicap parking spots; Borough crew check/repair bingo number light board (#57 front & #75 back).

Councilwoman Fox stated how there were 47 children who attended the Christmas Party.

Councilwoman Fox stated how the Recreation Commission had elected new officers and they still had openings on the Commission.

MINUTES FOR REGULAR MEETING OF NESQUEHONING BOROUGH COUNCIL

Wednesday, December 18, 2019 at 6:30 p.m., Borough Office

Councilwoman Fox stated about the handicap spaces being plowed behind the Recreation Center, along with making sure that the dumpsters were not placed in the handicap spots. Councilman Sabol asked who emptied that dumpster. Councilman Jacobs stated how it was Tamaqua Transfer.

Councilwoman Fox stated how the Recreation Commission was going to inquire with either St. Luke's or Lehigh Valley about donating an AED to the recreation Center.

Councilwoman Fox stated about the Recreation Commission's 2020 Calendar.

7. BUDGET/ FRANK JACOBS, CHAIRMAN; ROSEMARY POREMBO, CO-
PURCHASING CHAIRWOMAN; DAVID HAWK

- **Adoption 2019 General Fund, Fire Truck Fund, Sports Complex Fund, Sewer Fund, & Sanitation Fund Budgets**

Councilman Jacobs stated that they had a balanced General Fund budget at \$1,880,916.11. He stated that the millage was 16.5 mills for General Fund, 1.75 for Fire and .3 for Recreation. He stated that a mill was worth \$65,468.00.

Councilman Jacobs moved and Councilwoman Porembo seconded to adopt the 2019 General Fund, Fire Truck Fund, and Sports Complex Fund Budgets with no tax increase. All voted yes. Motion passed.

Councilwoman Porembo stated how they have to keep their eyes on the budget, monthly. She stated about them getting monthly reports. Councilwoman Porembo stated that in 2019, they had a net income of \$24,604.00 from what they had budgeted with real estate property taxes, per capita taxes, occupational taxes and earned income taxes without a tax increase, which helped them. She stated how they were a very tight budget and they were on schedule for funds to be repaid to either the Sanitation or Sewer funds. Councilwoman Porembo stated about the 7 Council Members looking towards goals as to which direction they wanted the Borough to go. She stated how they should start looking at the budget right from January. Councilwoman Porembo stated how they could be revitalizing the Borough; Bridges, Parks, etc. She stated how they also need to start planning for 2021.

Councilman Jacobs moved and Councilman Sabol seconded to allow Mr. Staehle to purchase the non-titled small trailer for \$50.00. All voted yes. Motion passed.

Councilman Jacobs moved and Councilman Sabol seconded to allow Mr. Pilla to purchase the fence panel for \$150.00. All voted yes. Motion passed.

8. PERSONNEL/ ROSEMARY POREMBO, CHAIRWOMAN; MARY FOX, CO-
SAFETY CHAIRWOMAN; FRANK JACOBS

- Minutes – November 20, 2019 Safety meeting

Councilwoman Porembo stated how the Borough Safety Committee was established on November 20, 2019 and the second meeting was held on December 17th. She stated how all of the Safety Committee Meeting Minutes will be posted at each department and the employees will have the opportunity to give the Committee feedback on any of their concerns.

MINUTES FOR REGULAR MEETING OF NESQUEHONING BOROUGH COUNCIL

Wednesday, December 18, 2019 at 6:30 p.m., Borough Office

Councilwoman Poremba stated how they will take a look at each incident that was reported and bring back the safety issues to Council. She stated how the minutes will also be given to all of Council Members for their review. Councilwoman Poremba stated that they should receive a discount of 5% from their Workers Compensation Insurance with the creation of the Safety Committee.

Councilman Jacobs asked about the purchasing policy. Councilwoman Poremba stated how the purchasing policy was going to be included in the handbook and that each Department will note it. She stated how they will be watching every purchase that was being made, which will have to be signed off of by the Committee Chairperson. Councilwoman Poremba stated how they should look at what was being purchased to make sure that they were getting quality items at the best rate. She stated how they were going to be able to track the purchases better.

Councilman Jacobs moved and Councilwoman Fox seconded to accept all the Committee Reports. All voted yes. Motion passed.

NEW BUSINESS

- **Advertise 2020 Meeting dates**

Councilman Jacobs moved and Councilwoman Fox seconded to advertise the meeting dates and times for 2020. All voted yes. Motion passed.

OLD BUSINESS

No old business.

EXECUTIVE SESSION

The Borough Council Members entered into an Executive Session at 8:10 p.m. for personnel reasons. The Council Members exited their Executive Session at 8:39 p.m.

ADJOURNMENT

Councilwoman Fox moved and Councilwoman Poremba seconded to adjourn the meeting. All voted yes. Meeting adjourned at 8:39 p.m.

RoniSue Ahner
Secretary/Treasurer