

MEETING OF THE MOUNT PENN BOROUGH COUNCIL
December 11, 2018

The Mount Penn Borough Council met in regular session on Tuesday, December 11, 2018 at the Borough Hall. President Staron brought the meeting to order at 7:32 P.M. and led the Pledge of Allegiance. Responding to roll call were Mayor Nowotarski and Council Members: Tom Staron, Roger Reto, Claudia Hurwitz, Rick Lombardo, and Randall Miller. Also in attendance were Solicitor Tom Klonis, Engineering Representative Jim Mohn, Secretary Bette Petrov, and Property Maintenance Inspector Adam Bender. Mr. Cocuzza and Mr. Goodman arrived late. Police Chief Ray Serafin did not attend.

AUDIENCE PARTICIPATION:

Judy Zettlemoyer, 629 Euclid Ave., Temple, presented Council with memorabilia of her late mother, Lois Lloyd, who was a former Borough Secretary. Mr. Miller made the motion in the form of a resolution thanking Mrs. Zettlemoyer for donating the materials, seconded by Mr. Reto. The motion carried unanimously.

I. APPROVAL OF MINUTES:

- A. Moved by Mr. Miller and seconded by Ms. Hurwitz that the minutes of November 27, 2018 be approved as presented. The motion carried unanimously.

II. FINANCE REPORT:

- A. Moved by Mr. Miller and seconded by Ms. Hurwitz to accept the November Treasurer's Report. The motions carried unanimously. The following balances were reported:

Checking-	\$	123,422.66
Savings-Metro	\$	244,311.12
Liquid Fuels Fund-	\$	69,494.03
Fire Tax-	\$	7,244.34
Ambulance Tax-	\$	1,114.22
PIB Loan-	\$	39,876.80
Petty Cash-	\$	50 .00

Moved by Mr. Miller to approve checks #17889 - #17893 in the amount of \$19,687.76 dated December 11, 2018 from the General Fund, and checks #1280 - #1281 in the amount of \$7,046.11 dated December 11, 2018 from Liquid Fuels, seconded by Mr. Lombardo. The motion carried unanimously.

- B. Ms. Hurwitz brought up the Animal Rescue League and the contract that needs to be signed by Dec. 20th if agreed upon. Previously a \$1,200 donation was made. Discussion followed. Mr. Lombardo made the motion to opt out seconded by Mr. Reto. Mr. Staron questioned the motion. Discussion followed. Mr. Lombardo rescinded his motion seconded by Mr. Reto.

III. COMMITTEE REPORTS:

A. STREETS:

Mr. Bender delivered a note from Mr. Wojchegoski stating the radiator on the leaf picker is in need of repair.

B. PARKS & PUBLIC PROPERTY:

Mr. Reto brought up the parking lot. Mr. Klonis discussed what specific information will have to be included for a contract to be drawn. The current ordinance regarding the parking lot will have to be amended to require permits for parking. Discussion followed. Mr. Lombardo made the motion to table the issue till next month, seconded by Mr. Staron. The motion carried unanimously.

C. SOLID WASTE & PUBLIC UTILITIES:**D. PERSONNEL:**

- Discussion was held regarding the part time secretary applications. Three applicants were called. Only one, Camiel Lawler, returned the call and was interviewed. Ms. Hurwitz made the motion to hire Camiel Lawler as assistant secretary at the rate of \$14.00 hourly, seconded by Mr. Lombardo. The motion carried unanimously.
- Regarding the Employee Handbook, there will be no comp time beginning in 2019. Employees will be paid for what they work. A social media policy, uniforms, use and approval of vacation and personal days, and a three month period of probation were discussed. Ms. Hurwitz made the motion adopting resolution 31-18 instituting the Mount Penn Borough Personnel Policy Employee Handbook effective January 01, 2019 for non-uniform Borough employees, seconded by Mr. Miller. The motion carried unanimously.
- President Staron asked for an Executive Session at 8:50 P.M. to discuss personnel. Regular Session resumed at 9:50 P.M. Mr. Miller made the motion to have Mr. Wojchegoski demoted to a streets employee and is suspended for five days without pay. He further moves that Mr. Okonski also be suspended for five days without pay. They will serve their suspension at the pleasure of Borough Council, seconded by Mr. Lombardo. Additionally, Mr. Miller made the motion to advertise for a Streets Supervisor, seconded by Ms. Hurwitz. The motion carried unanimously.

E. INSURANCE/PENSION:

- Ms. Hurwitz conveyed information regarding rates on quotations received from EMC, Selective, and MRM for the expiring policy covering property, workman's compensation, and volunteer fire. Selective came in the lowest with the State writing worker's comp for the volunteer fire company. Ms. Hurwitz made the motion to choose Selective Insurance for our insurance needs in the amount of \$35,423, seconded by Mr. Lombardo. The motion carried unanimously.

F. CODES:

- Mr. Lombardo reported the fire alarm system at Hollywood Court Apartments is in place and active.
- Mr. Bender reported the tree on Woodvale Avenue is scheduled to be brought down.

IV. LIASION REPORTS:

- A. Fire Company:** Santa Claus will be roaming the area Friday, December 21st 6:00-8:00 P.M.
- B. MPBMA:** No Report.
- C. AVMA:** No Report.
- D. Planning Commission:** No Report.
- E. Police Commission:** No Report.
- F. MPP:** No Report.

G. RCAV: No Report.

V. OTHER REPORTS:

A. Mayor: No Report.

B. Motley Associates: Mr. Mohn spoke on the grant upgrading traffic signals with a 20% match. The Borough would be responsible for \$4,100.

Mr. Lombardo made the motion for Mr. Mohn to proceed with the grant, seconded by Mr. Reto. The motion carried unanimously.

C. Solicitor: Mr. Klonis reported he will not be at the special meeting scheduled for December 18, 2018 @ 6:00 P.M.

D. Secretary: No Report

VI. ORDINANCES:

A. Jane Meeks, Solid Waste Authority, working on Recycling Performance Grants, is requesting the wording on two Ordinances, Recycling and Burn, be changed conforming to DEP. It was suggested Mr. Goodman contact Jane Meeks.

VII. RESOLUTIONS:

30-18 Formally thanking Mrs. Zettlemoyer for memorabilia gifted to the Borough, motioned by Mr. Miller, seconded by Mr. Reto. The motion carried unanimously.

31-18 Instituting the Personnel Employee Policy Handbook, motioned by Ms. Hurwitz, seconded by Mr. Miller. The motion carried unanimously.

32-18 Business Privilege Tax, motioned by Mr. Miller, seconded by Ms. Hurwitz. The motion carried unanimously.

33-18 Local Service Tax, motioned by Mr. Cocuzza, seconded by Ms. Hurwitz. The motion carried unanimously.

34-18 Advertising the meeting dates for 2019, motioned by Mr. Miller, seconded by Ms. Hurwitz. The motion carried unanimously.

35-18 Per Capita Tax, motioned by Mr. Goodman, seconded by Ms. Hurwitz. The motion carried unanimously.

36-18 Real Estate Transfer Tax, motioned by Mr. Reto, seconded by Ms. Hurwitz. The motion carried unanimously.

37-18 Trash Rate, motioned by Mr. Reto, Seconded by Mr. Lombardo. The motion carried unanimously.

Committee appointments were discussed. John Giardello resigned from the Planning Commission. Joe Boyle's reappointment was questioned due to his residence in Exeter.

VIII. UNFINISHED BUSINESS:

IX. CORRESPONDENCE: None.

X. NEW BUSINESS: None.

XI. ADJOURNMENT:

Mr. Miller made a motion for adjournment at 10:07 P.M., seconded by Ms. Hurwitz. The motion carried unanimously. The next regularly scheduled Council meeting will be held Tuesday, January 8, 2019 at 7:30 P.M. at Borough Hall.

Respectfully Submitted,

Bette E. Petron