

Lanesboro Council Meeting Minutes – October 2, 2007

- 1) Call to order
- 2) Roll Call – Dan Boughton, Regina Dilello, Bob Mireider, Stan Rockwell, Colleen Wilkes

Also Present – Secretary / Treasurer Gail Hanrahan, Mayor Chris Maby

Absent – Roberts, Limbert

- 3) Action on minutes of previous meeting

Motion – by Dillelo, 2nd by Wilkes to accept as presented. Unanimous, so carried.

- 4) Correspondence and Resolutions:

- Letter from Todd & Sharon Glover asking for consideration of concrete sidewalk to be placed in front of their residence, if any is available through the grant.
- Thank you letter from Myles Limbert
- Permit (DEP) from DR Mitchell for Scott George quarry on Kilmer property. Maby noted the application had several inaccuracies in it, even after speaking to DR Mitchell about it.

- 5) Code Enforcement – discussion of all properties in violation (handout provided by Dan). All properties must be addressed – none can be singled out. After discussion, motion by Rockwell, 2nd by Wilkes to table all non-safety issues until 2008, when money can be budgeted for it. All safety violations (identified by Shane/Codes) should be processed immediately. Unanimous, so carried.

- 6) Community Center- \$600 in rentals. Council discussed having a Halloween party, but decided against it. Door to door Trick or Treating to occur on Halloween from 6:00 to 8:00 only. Gail to place ad in newspaper stating same.

7) Unfinished business:

- Nine county arts festival moved from Lanesboro to multiple locations in Susquehanna. There was an offer of putting a teen coffee shop in the Community Center, which was declined due to the likelihood of no one using it. Unknown when or why the decision was made to move it, and Maby found out about it only after seeing a brochure promoting in Hallstead.
- Budget work meeting – **Rescheduled for October 26 at 6:15.** This is not a public meeting, the budget has to be put together and then advertised for public review prior to a vote.
- \$64,100 grant – no money yet, should have been here in mid-September per DCED letter. See mayor's report for additional info.

8) Mayor's Report:

- PennDOT contacted about cleaning the ditches and paving the rutting in the roadway that is occurring on SR 171 between the bottom of Jail Hill and Turnpike St . Elwood Litvyn told Mayor the work would be done before the employees break into the winter management groups.
- Lindsey John Deere ordered the wrong windshield for the tractor. It was sent back, and the new one should be here in the next four to six weeks.
- Have yet to receive the \$64,100 grant that was supposed to be immediately, as discussed in letter sent by Department of Community and Economic Development. The auditor and general counsel for Labor & Industry also sent a certified letter stating they are auditing the grant, and that we must provide proof that prevailing wage is being used. This requires developing a bid package for the project, which will involve hiring an engineer for a plan and bid documents of the proposed improvements. Furthermore, the bid documents will be need to be reviewed by the Solicitor for any legal

discrepancies. Mayor has verified the grant can cover the cost of the engineering, but notes this will reduce the money available for the project. Expect engineering costs to be around \$6,500 to \$9,000, which is about ten to fifteen percent of the grant. Professional services do not need to be bid per state borough code, but a contract must be entered into with an engineering firm for compliance. This needs to be done immediately so that the work can be completed this fall as soon as the money gets here. Ideally, the firm would be hired, with the plans and bid documents developed immediately so they can be advertised and awarded at the next council meeting. After discussion, motion by Colleen, 2nd by Stan to contract with Gene Beutz for developing contract plans and bid documents, as long as work can be completed within 2 weeks of signed contract and cost is less than \$6,410. Mireider for, Boughton and Dillelo against. Motion carried three to two. Council asked Maby to develop RFP, Mirieder will deliver when complete.

- Tom Yoniski from Senator Baker's office has coordinated the return of the \$20,000 from the Jail Hill project. SCHRA will then be sending us the money, which must be used for the Community Center. This also requires development of plans, specs, and bid docs after the improvements have been identified. Maby would like to see the money used for replacement doors and insulating and restoring the back wall of the building, with the back door enlarged with an overhang canopy, and the front door reduced in size. Remaining money could be used for paving the parking lot, which would eliminate the mud puddles and tracking of dirt into the facility. Since the costs will be under \$20,000 prevailing wage is not required. Professional services do not need to be bid per state borough code, but a contract should be entered into with an engineering firm so that everyone is bidding on the same thing. SCHRA has Gene Beutz as their architect, if Lanesboro wants them to administer the project. After discussion, council identified the tentative improvements as replacement doors (larger double door in back, single smaller door in

front), canopy over the back door, floor refinishing, new furnace with central air, and paving of the parking lot. Regarding hiring an engineering firm, motion by Rockwell, 2nd by Wilkes to ask Gene Beautz for a proposal for doing this work. Mirieder, Dillelo for, Boughton against. Motion carried four to one. Council asked Maby to develop RFP, Mirieder will deliver when complete.

- Soccer league has started construction of the concession stand / storage facility at the Tom & Ada Luciana Sports Park . The park was named by Bill Roberts and Jeannine Keefer, who donated the land to Lanesboro for construction of a children's sports park. Mayor noted that due to the recent improvement work that was started at the Oakland field, our field is now hosting all of the 6 and 8 year old soccer games and practices. It would not have been possible without the land donation by Bill & Jeannine and the strong effort put forth by the Susquehanna Community Youth Soccer Association to get it up and running. The driveway permit for the soccer field was approved by PennDOT and is now on record. A building permit was secured for the concession stand, and the soccer association also confirmed with the State Agricultural Board what can be sold without a permit vs. needing a permit.

- After agreeing to return the \$20,000 to SCHRA for the Jail Hill project, the Louis Berger Group has been retained by PennDOT to determine the historical value of the Jail, one of the last pieces that need to be answered in order for the project to move forward.

- Maby would like to see the property where the cannon is located advertised for purchase (approximately 9 acres, including a portion of the island). The American Legion has already indicated they prefer the cannon be moved to Community Park . Selling the property would return it to the tax rolls and possibly allow another house to be built. After discussion, motion by Stan to authorize solicitor to advertise property as soon as possible, with council reserving the right to reject any and all bids. 2nd by Dillelo. Mirieder,

Wilkes for, Boughton against. Motion carried four to one. *NOTE: Maby contacted Dewitt Wednesday, 10/3/07 and asked him to start the process.*

- Council needs to decide what to do the current police car once the new one arrives. Maby would like to sell the car, purchase a metal roof type structure (similar to the one on display at French's) and put the remaining money in a police account, to be used on an as-needed basis in the future (maintenance, equipment, etc). After discussion, council tabled for future discussion.
- Need to place an ad for snow plow drivers, as neither driver from last year is interested in doing the work again. Jim Maby will continue to snow removal along the sidewalks with the tractor. Mayor wants to hire two people – one for a 4:30 am to 1 pm shift, and a second from 1 pm to 9:30 pm shift. They will be on call for those hours and used only when needed. They will also be responsible for loading their own anti-skid and salt. Mayor has confirmed with Oakland they will share facilities as done last year, with the exception of Lanesboro ordering their own salt (first shipment scheduled to be delivered in the next month). After discussion, motion by Dilello, 2nd by Wilkes authorizing Maby to proceed as presented. Council will review letters of interest at November meeting and select new employee's Unanimously carried.
- Letter sent to PAWC regarding sidewalk that was removed during service entrance repairs last year near Cleveland 's on Main St , and in front of Morris on North Main St . The sidewalk will be replaced in kind with new concrete within two weeks.
- Letter from Tri-Boro Municipal Authority, requesting assistance in purchasing a jetting unit. The cost is approximately \$30,000. Tri-Boro is asking Oakland , Lanesboro, and Susquehanna each to contribute \$5,000. The remainder of the purchase cost will be paid for by Tri-Boro. The money is not immediately needed, but a resolution stating our intent of providing the \$5,000 is at this

meeting. After discussion, motion by Mirieder, 2nd by Dillelo authorizing resolution as read. Maby will forward to Tri-Boro.

9) New business:

- Tire pickup – Boughton will coordinate with John Foote, regarding time and use of his truck for pickup. Salary to be per hour for John, plus per hour for his truck. No gas or mileage fee.
- Maby should also develop RFP for sign bid documents that Mirieder will deliver to Beautz..

10) Visitors:

11) Adjournment – by Wilkes, 2nd by Mireider. Unanimous, so carried.