

## Lanesboro Council Meeting Minutes – April 1, 2008

- 1) Call to order – on April 1, 2008
- 2) Roll Call – Dan Boughton, Regina Dilello, George Houghton, Bob Mireider, Stan Rockwell, Colleen Wilkes

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

Absent – Dale Rockwell

- 3) Action on minutes of previous meeting
  - Motion by Stan to accept as present, 2<sup>nd</sup> by Regina. Unanimous, so carried.
- 4) Correspondence and Resolutions:
  - Letter from William White @ PennDOT – they are doing some stream work along SR 171 in Canawacta Creek.
  - Follow-up to William White letter from Susquehanna County Conservation District – permit for the work in the stream has been granted.
  - Letter from Great Bend Borough requesting information and setup of a meeting about possible police contract. Maby stated that he had already provided the information requested to them, as it is the standards that have been previously developed and implanted in the Oakland and Thompson contracts. Maby went on to say that Chief Record and himself were planning on attending their council meeting Thursday night. If they were agreeable to the contract, he would like to have Myron start working on the necessary ordinances and resolutions, but needs a motion by council to do so. Stan asked if there were any constraints – Maby said the contract is renewable by year, with the schedule to be set a month in advance and completely dependent upon having enough personnel to provide. Chief Record noted the most Lanesboro can offer at this time is 6 hours per week. Question asked if this becomes a losing money effort if gas prices rise to \$4/gallon. Maby stated it would not @ \$4/gallon, may need to revisit price if gas exceeds that. Motion by Stan, 2<sup>nd</sup> by Regina to approve Myron's work as long as Great Bend is agreeable to contract language. Unanimous, so carried.
  - 2 letters from Tri-Boro Authority – first is for 2008 contract needing to be signed, second is for adjustment to billing. The first quarter billing (2008) from TriBoro is \$18,000, which equates to a \$72,000 / year bill. This is well beyond what is budgeted. Questions about cost of TriBoro employees doing work in Lanesboro, as it seemed rather high (\$90/hr, if read correctly) upon a brief review. Council tabled matter until the May meeting, and will ask a TriBoro representative to attend the meeting so that a discussion can occur. *Note: Maby contacted Marti Stanford on 4/2 – she can meet Monday, May 5 @ 7:00 in the Tri-Boro office. This is the Monday before the council meeting and she will have access to the records if something needs to be pulled.*
  - Letter from PADEP – permit granted for Scott William for bluestone quarry. Maby thinks quarry is on the Kilmer property on Germantown Road.
- 5) Code Enforcement:
  - Pooler residence – fairly well cleaned up. Council asked that Shane keep an eye on it.
  - Aldrich residence – fairly well cleaned up. Council asked that Shane keep an eye on it.
  - Foundation plan from new owners of Slater property – submitted, will do the work this summer. Council instructed Shane to follow-up with owner at the end of spring.

- Former Clapper residence, owned by Mary Snyder – condemnation papers ready. Shane noted that several dumpsters of material have already been removed, and asked for direction on whether to continue the condemnation process, since work has already started. Stan noted that the laws need to be followed, and that continuing the process is the only way to make sure it is followed through. Shane noted that it keeps the town legal, and consistent with the five other properties that have been condemned over the last several years. Council stated that Shane should file the papers, and if Mary needs an extension to complete the work, can apply for one.
- Complaint about construction debris being dumped on Grand St behind the guiderail near the Susquehanna line. Investigated and talked to residents responsible. Debris cleaned up, and the issue is resolved / closed.
- Question about new business on Main St – Shane explained there are state laws, which must be followed by any “walk-in” business. These laws have been on the books since 1927. Additionally, businesses must be compliant with ADA. He further explained that the laws require plans stamped by a professional engineer be developed for access, fire, etc. Maby asked if Lanesboro inspections for compliance were part of the state audit that was conducted on our books last summer. Shane said that it was, and that all of the inspections we did were found to be acceptable. Shane stated that if the business is open, it will need to temporarily shut down until it is compliant, and asked council for direction. Council unanimously stated that the business must be compliant with the appropriate laws and to enforce them as such. *Note: After the meeting, Shane returned and stated that he had met with the building and business owners. They were provided with the appropriate information, and the business is temporarily closed.*
- Checked on the former Dennis Martel residence at the request of council – everything outside is in compliance and no issues were visible. Shane noted this was an OUTSIDE inspection only. Council found this to be acceptable, with no need for an interior inspection or additional follow-up.
- Borough building inspection, requested by George Houghton and agreed to by council at last month’s (March) meeting – Shane inspected the building, concentrating primarily on the floor system. Shane noted the building has not been treated for termites and is obviously in the low spot of the area, which is causing serious water problems in the crawl space. He noted there is water over the sewer line (greater than waist deep) in the crawl space, and has been that way for at least several days. Continuing, he noted that the floor system has been repaired on a couple of occasions by “sistering” new joists alongside the existing, but the system is not really working, as there is nothing solid for the sistering joists to be anchored against. Shane stated that anything is repairable, but that cost needs to be considered. Based on state code, a building is condemnable if the repair costs exceed 150% of the structural value. County records indicate the building is assessed for \$15,200, which means that the total repair cost cannot exceed \$22,800. Additionally, the entire building would need to be brought into compliance to meet the code, which would necessitate repairs to remove mold in the first floor walls, insulate, etc. Shane stated that Bob Mireider provided an estimate in the amount of \$54,000 from Don Richardson to make repairs to the floor system. This estimate did not include anything for the work that would be required for the mold, etc. George noted that the estimate was likely low, as prevailing wages are required on any public projects whose cost exceeds \$25,000. Shane noted that even with a known low estimate (\$54,000), it far exceeds what is acceptable, and that the building is condemnable. Maby stated that two independent professional opinions have recommended the building be closed, and that keeping the building open is a huge liability issue. Maby further stated that he is against keeping it open against the advice of professionals. He questioned if the borough insurance would cover the town if someone gets hurt if the town has been provided with this

information. George suggested the topic be tabled for further discussion and the meeting carried over to next Tuesday (4/8). Council agreed.

6) Community Center- \$460 in rentals for month.

7) Mayor's Report:

- Need approval for Debra Dilello's 10'x 12' addition on the back of her residence. The addition will house a new laundry room and a half bath. The approval is needed so that CCI can finalize the paperwork. Motion by Stan, 2<sup>nd</sup> by Bob to approve. Unanimous, so carried. Maby noted that there might be some short term parking issues along the street during construction, given how narrow the street is. He doesn't see it as an issue, as long as cars can still get by. Council agreed, police would handle any issues that come up.
- FEMA courses – need copies of certificates from Dale & George. George provided copy; Stan will get Dale's to Chris over the next couple of days.
- Sewer meter – some of the parts have already been installed by WEMS, with other parts temporarily backordered or the wrong parts were sent. A bill for the work done to date was presented. Motion by Dan, 2<sup>nd</sup> by Colleen to pay. Unanimous, so carried.
- Attended Endless Mtn RC&D Council meeting – all of the work is during the day, so it is not in direct conflict with mayoral duties. Chris's employer has agreed to give him the time off as needed to participate. Maby is waiting to hear on nomination but expects to become part of the council in May. Maby will continue on as mayor, and hopefully will be able to use the council as a network for future assistance (knowledge base more likely than funding agency) to Lanesboro.
- Police car had major front-end issue with only 910 on it. The car was shipped from the factory missing a nut on the top of the right front ball joint assembly. The repairs to car exceeded two pages in length, but were under warranty and completed by Simmons Rockwell.
- Needs approval from council to secure a one-year membership to municibid, an Internet e-bay type site for municipalities. You can buy and sell on this site, without incurring any additional costs. Motion by Colleen, 2<sup>nd</sup> by Stan to secure a one-year membership, in the amount of \$200. Unanimous, so carried.
- The school will be holding an evacuation drill. A partial dry run will occur in mid-April, with a full evacuation in May. The full evacuation will involve Lanesboro & Susquehanna police, the state police, sheriff's department, and multiple fire agencies and fire police.

8) Unfinished business:

- Mountain Road bids – copy of all bids attached. Apparent low bid from G Devincintis in the amount of \$99,800 for the base bid, which is considerably more than what is available in the Growing Greener Grant. Motion by Stan, 2<sup>nd</sup> by Regina to accept the low bid, pending finding an acceptable funding source for the difference between the bid and the grant. Additionally, this topic will be carried over to next week's meeting. Additionally, Gene Hulbert noted that deeds are required for the PennDOT permit needed to construct the sidewalk. George will speak with PennVest about funding, Maby will contact Labor & Industry about getting an extension, and Stan will contact the railroad to get a letter that requests a driveway for the garbage truck, along with copies of the deeds from the courthouse.
- Watershed meeting attend by Bob – Bob brought back 6 pages of paperwork that needs to be filed out. A copy of our hazard mitigation plan has been requested, when the paperwork is

submitted. Maby offered to do it, if council wants. Council approved, Maby to complete, make two copies, and give back to Bob so that it can be sent in (one copy for us).

- Insurance comparison – tabled until 4/8
- Meghan’s Law Ordinance – tabled until 4/8

Meeting continued on 4/8

Roll Call – Dan Boughton, Regina Dilello, George Houghton, Bob Mireider, Dale Rockwell, Stan Rockwell, Colleen Wilkes

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

Absent – none

Additional discussion on Mountain Road project-

Council is concerned about the cost of the project, as the low bid of \$99,800 is more than double what is left in the Growing Greener grant (a portion of it was used to pay for the engineering services provided by Hulbert Engineering). Approximately \$16,000 has already been invested in the road since December of 2007. George and Stan noted that although the cost is excessive, repair costs and the increased potential for damage would increase if the project were delayed. George spoke with PennVest and USDA about loans to cover the \$50,000 of the project that won’t be paid for by the Growing Greener grant. Dale asked how long the borough could finance it – George said it depends on amount borrowed, interest rates, etc. George noted that USDA could have the money in place by late summer. As a follow-up to last weeks meeting, Maby first contacted Labor & Industry but was told by Deputy Director Bob O’Brien it had to be addressed by the Growing Greener department at DCED. 13 calls later, Maby was able to contact with Melissa Williams, who runs the Growing Greener program for DCED. He asked if the deadline to use the money could be extended, explaining that Lanesboro received a letter indicating the grant was awarded in August, 2006, but the money did not arrive until December 19, 2007. The Growing Greener contract states the money must be used by June 2008 or be returned. Maby explained to Williams the near impossibility to turn a project around that requires engineering, bidding and construction in less than 6 months. Williams stated she had to speak with her supervisor, as they don’t normally allow extensions. Maby again reiterated that the extension is needed because the state took 16 months to provide the money, whereas Lanesboro only has an 8-month window to complete the project because of it. After discussion, motion made by Regina, 2<sup>nd</sup> by Dan to accept the low bid with Myron writing letter to low bidder stating the work to be done cannot initially exceed the remaining amount in the Growing Greener grant (\$50,000). Unanimously approved on a roll call vote.

Borough building topic brought forward –

Visitor Salomon expressed concern that the building is of historical value and would prefer that it not be demolished. A general discussion followed, with the main focus on how to eliminate the liability of the building in the most cost effective manner. Boughton mentioned that plans have already been developed. Several expressed concern that the cost of a new building is going to put a severe strain on the tax base, which is already going to have to shoulder the repairs to Mountain Road. Maby stated that he contacted the state agency that provided the grant to purchase the Community Center to see what ramifications there would be if the council wanted to convert it to offices, since it may be the cheapest solution to the problem if they agree to what was recommended by Shane and the engineer. DCED stated that given the extenuating circumstances and the need for Lanesboro to keep costs associated with a move as cheap as possible, as long as we provide copies of the engineer’s inspection and copies of the appropriate council meeting minutes (Shane’s report), the building could be converted without having to repay the grant. The concern with this idea is that it would eliminate a place for receptions, parties, etc. Maby suggested that only a portion of it be converted, so that smaller parties and youth group meetings could still be held. After additional discussion, George asked for a roll call vote on closing the building

but not demolishing it. The demolition could occur at a later date and give a chance to try and secure some grant funding to repair while eliminating the safety and liability concern. Dan Boughton, Regina Dilello, George Houghton, Dale Rockwell, Stan Rockwell, and Colleen Wilkes all voted to close the building. Bob Mireider voted against closing the building. George then asked for a roll call vote on moving to the Community Center after renovating a portion of it to accommodate the Post Office and borough offices while keeping a section of it available for the public. Dan Boughton, Regina Dilello, George Houghton, Dale Rockwell, Stan Rockwell, and Colleen Wilkes all voted to move as questioned. Bob Mireider abstained, as he voted against the closing. The date of the move was then discussed. Council wants to move as quickly as possible, but realizes there are reservations (receptions with printed invites, etc.) for the Community Center that would be very hard to relocate. Regina noted the last party scheduled was August 16. After a brief discussion, George asked for a roll call vote on accepting no additional reservations after August 16, with the major work to be accomplished between then and September 1, at which time the Post Office would be open in the Community Center. Dan Boughton, Regina Dilello, George Houghton, Dale Rockwell, Stan Rockwell, and Colleen Wilkes all approved the date as announced. Bob Mireider abstained, as he voted against the closing. Maby reminded the council they still have the majority of the \$20,000 returned from the Jail Hill project to use on the renovations, which may be enough to finish the work without borrowing. George asked if Jason Fissel could do the work, as he had expressed interest in the past. Maby will contact him prior to the next meeting. George asked the council to make the next meeting primarily a floorplan layout meeting so that material could be ordered, with as much work (new exterior doors, etc) getting done prior to the actual closing. Council agreed.

9) New business:

- Dale – spoke with Todd Schmidt from B&S, who stated that work would begin on Jefferson St this week. Dale reminded Todd of the agreement B&S signed, and that the road will be closed to all vehicles over 5 tons if the work is not completed in the timeframe listed in the agreement.
- Dan – need to empty the dumpster. Council agreed, Dan to coordinate with Freddie's.
- Chris – asked council for approval to purchase and install cold patch. Unanimously agreed to.
- Gail – no findings in the audit, which is the first time in several years there has not been an issue. Because Lanesboro used some liquid fuels money as a down payment on the snowplow, a second audit will occur. This is just a formality.
- Insurance comparison – Colleen will provide Todd Zimmerman with info regarding current coverage, and provide update when appropriate.
- Meeting with TriBoro – set for 5/5 at the TriBoro office @ 7:00. Much concern about 1<sup>st</sup> quarter billing cost of \$18,000, the “adjustment” for 2007, and rates for TriBoro employees who do the service work in Lanesboro on the sewer. Council would like to see how the adjustment was passed on to individual property accounts in Susquehanna and Oakland. Council instructed Gail not to pay bill until after they have had the meeting and make a decision on how to proceed.

10) Visitors: Rick & Dawn French, Sandy & Jerry Benson, Roland Salomon, Herman Maffett. All visiting except the French's, who wanted to know if the council could do anything to help the situation out with the store they are planning to open in the Bouren storefront. Maby noted that Frank Tourscher (CII) forwarded a copy of the letter to him that was sent to Rick regarding the L&I requirements for an occupancy permit. Maby questioned Frank on what could be done to help startup businesses out where total compliance to ADA rules, etc was beyond financial feasibility, as the costs to comply would exceed the value of the building. Frank noted that Lanesboro could adopt an ordinance that allows certain buildings (constructed before 1965) to be grandfathered, as long as they met 4 criteria. The Bouren building meets the criteria on a quick review – this would need to be confirmed by Shane & Frank. Maby noted that the ordinance information was forwarded to the

council and Myron a few days prior to this meeting, and that ideally, council could move on having Myron draw up the ordinance and advertise in time for approval at the May meeting, even if it had to be advertised in the Press & Sun Bulletin to meet ad requirements. Maby also noted there are many other potential business locations in town that would benefit from this ordinance, as the building values dwarf the costs associated with compliance, although any new building will need to be 100% compliant. Council agreed – motion by Regina, 2<sup>nd</sup> by Colleen to adopt ordinance excepting portions of codes as provided by Frank to Myron and council. Unanimously carried.

11) Adjournment – by Regina, 2<sup>nd</sup> by Stan to adjourn. Unanimous, so carried.

## Lanesboro Council Meeting Minutes – May 6, 2008

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

Also Present –

Absent –

- 3) Action on minutes of previous meeting

- 2<sup>nd</sup> by

- 4) Correspondence and Resolutions:

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- 5) Code Enforcement –.

- 6) Community Center- \$ in rentals for month.

- 7) Mayor's Report

- 8) Unfinished business:

- Mountain Road update
- Insurance comparison
- TriBoro meeting
- Renovation floorplan layout

- 9) New business:

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10) Visitors:

11) Adjournment – by