

## Lanesboro Council Meeting Minutes – February 12, 2008

1) Call to order

2) Roll Call – Dan Boughton, Regina Dilello, Bob Mireider, Dale Rockwell, Colleen Wilkes

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

Absent – George Houghton, Stan Rockwell

3) Action on minutes of previous meeting

- Motion by Regina, 2<sup>nd</sup> by Colleen to approve as presented. Unanimous, so carried.

4) Correspondence and Resolutions:

- Letter from PennDOT to Maby regarding maintenance of culverts and inlets along state roadways. Maby will develop an aerial map with all pipes on State Roadways located on it, and set up a meeting with PennDOT Municipal Services Representative Mark Keklak. At least 2 members of council and Maby to attend the meeting.
- Letter from Mark Gingerella regarding his purchase and possible rehab of the Ballard property. It was noted that the letter referred to 7 Main St, which is not the Ballard property. Maby to send email to Shane Lewis and Mark regarding the same, as the Ballard property is in the condemnation process. Shane may need to involve Myron Dewitt.
- Letter from Steve Stone – owes 70 hours of community service to Susquehanna County, and would like to work in Lanesboro if something is available. Council is ok with using Steve on garbage duty as long as he is covered by insurance. Maby will follow up.
- Letter from Phyllis French requesting that garbage billing be suspended at her property, as no one is living in it. It has been this way since the end of 2007. After discussion, council approved the request.
- Letter from the Robert Edwards Foundation – they provide a \$1000 freshman year scholarship to an eligible individual who resides in a municipality which belongs to the State Association of Boroughs. Maby will deliver to Bronson Stone for processing.

5) Code Enforcement – 19 messages, 2 complaints, 5 inspections

6) Community Center- \$1035 in rentals for month.

7) Mayor's Report: attached

8) Unfinished business:

- Response from Jim Kilgore on relocation of Depot St / Mountain Road intersection (Dan Boughton) – Kilgore sent an email agreeing to donate up to a 50' right of way, in exchange for Lanesboro placing a corner pin at the existing centerline location at the corner, removal of the existing roadway, and seeding of the same. Additionally, he wants approval to build a private road on his property. After discussion, council feels it is best that a letter be composed by Dewitt regarding the matter, including mentioning that Lanesboro has no standing in development of a private road. Maby will need to investigate what signing is required, such that the public knows it is NOT a public road.

9) New business:

- Recycling bin repairs (Dan Boughton) – repairs need to be made to the recycling bin. After discussion, council approved Dan getting quotes from Ray Swanson, John Chaffee, and others. Quotes will be presented at the March meeting.

- Selection of specific point contacts for certain ongoing tasks, by passing of council motion. Backup personnel shall be identified when needed. George Houghton and Maby shall be kept abreast of all conversations, per borough code. Discussions requiring a decision shall always occur at the regular council meeting. Item / contact person as follows:
  - Jefferson St coordination with BS Quarries - Dale
  - Mountain Road coordination – George with Dan as backup
  - Emergency Management coordination with Susquehanna County – Stan
  - Tire recycling – Dan
  - Emptying of recycling bin – Dan
  - Posting of meeting minutes on bulletin board and distribution to Jeannine Keefer for placement on the website – Chris with Gail as backup
  - Permanent Designation of Agent for FEMA / PEMA disasters, including disbursement of 3% administrative fee to designee as payment – Maby, with \_\_\_\_\_ council as backup.
  - Community Center Activities – Dilello with Colleen & Dan as backup when out of town.
  - Code enforcement issues – Maby with Houghton as backup, excepting direction given by vote at a regular council meeting
  - Coordination with Myron – Maby with Houghton as backup, excepting direction given by vote at a regular council meeting.
  - Motion by Dale, 2<sup>nd</sup> by Colleen to have members identified above as the contact point for the specific items identified. Unanimous, so carried.
- Motion by Regina, 2<sup>nd</sup> by ???? to pass resolution authorizing Maby to purchase and sell police equipment. This is needed for the paperwork associated with picking up the new car. Unanimous, so carried.
- Todd Zimmerman called Colleen again, asking if he could provide a quote on insurance to the Borough. After discussion, council approved Colleen getting a copy of the insurance from Little & Nelson, whitening out costs, and providing to Todd for a quote.
- Gail provided a summary of costs to date on the Mountain Road:
  - \$1300.50 the work that was completed on 12/24
  - \$4537.09 in labor & equipment for work completed in January
  - \$6284.53 in materials for work completed in January

After discussion, it was verified that the work was ordered appropriately by council, but that no one informed Gail. Furthermore, council endorsed that all future work efforts must use purchase orders, which can be ordered only by George, unless prior approved for point specific work listed above. All of the work must be approved by council at a regular meeting.
- Maby will contact SCHRA to determine if written bids from selected contractors are acceptable for work on Community Center, or if advertising is required. Work to be done, in of priority within available funding and approved by the council:
  - Replacement doors. Front door replaced with single smaller door, back door replaced with larger double door. Door to be made of fiberglass with windows. Overhang to be installed over back door, extending outward from the building toward the playground
  - Removal of back wall sheetrock, and installation of insulation in back wall. Sheetrock shall be purchased by Lanesboro and installed for free by Bob Mireider's son.
  - Remaining funds, if any, shall be used for parking lot repairs.

10) Visitors: Will Potter, Paul Corse, Herman Moffitt, Sandy Benson, Jerry Benson. All just visiting.

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