

Jermyn Borough

Council Meeting

2/16/2023

The Jermyn Borough Council held a council meeting on Thursday, February 16, 2023, at 7:00 pm in the Council Chambers of the Jermyn Borough Building, 440 Jefferson Ave. Jermyn, PA 18433.

The meeting was called to order by President Frank Kulick with the Pledge of Allegiance.

On roll call, the following members were present: Frank Kulick, Trish Dabney, Kevin Napoli, Jeff Morcom, and Carl Tomaine. Mayor Fuga and Attorney Representative Brendan Fitzgerald were also present. Robert Hunt, Bob Chase, Nicole Stephens, KBA, NEIC, Jim Perry, and Stanley Hallowich were absent.

Minutes: A motion was made by K. Napoli to accept the minutes of 1/19/22 as presented, seconded by J. Morcom. All in favor, motion carried.

Treasurer's Report/Bills Payable: S. Lee read the treasurer's report:

Current Assets

Checking/Savings

American Rescue Plan Fund	156,091.47
Capital Reserve - DPW	10,728.08
Capital Reserve - Police	4,916.82
Crime Watch Fund	222.69
General Fund – Community	77,217.42
General Fund – FNB	6,059.54
Holiday Lights Fund	1,424.09
Investment - General Fund	1,017.28
Investment - Liquid Fuels	22,346.24
Investment - Paving Fund	1,027.85
Investment - Recycling	5,082.16
Investment - Refuse	2,641.15
Liquid Fuels - FNB	12,054.37
Petty Cash	225.00
Recreations Fund	25,876.89
Recycling - Community	12,656.76
Refuse Checking - FNB	18,571.91
Total Checking/Savings	358,159.72

Current Liabilities

Accounts Payable

200000 · Accounts Payable	48,467.30
Long Term Debt	241,117.47

A motion was made to accept the treasurer's report and pay bills by J. Morcom. Seconded by T. Dabney. All members in favor. Motion carried.

Ratify Bill Paid on 2/6/23: Motion was made to accept bills paid on 2/6/23 by K. Napoli. Seconded by T. Dabney. All in favor, motion carried.

Secretary Report: S. Lee reported to the council the following information.

- I have mailed out recycling information requests to the town businesses, so they can submit their recycling reports and requested that they be returned no later than February 28th. This way, I can confirm I can have the municipality's report done and submitted by March 24th as required by the county
- Rental Permits- I am still receiving retail permits; however, I am showing we have 68 that have not returned the paperwork for their permit to be issued. I will be sending out a reminder letter within the next week or so to those residents who have not returned the required paperwork.
- Bureau of Abandoned Mine Reclamation- They have sent me a consent letter that I had to sign off on to allow them to start the work on the mine/roadway subsidence on Garfield & Roosevelt. This was done and returned to them
- DEP reached out to me about our MS4, as they possibly never received our annual report from 2021 or the PRP, which I have since sent to them. However, they are now also looking for our 2022 annual report, which has not yet been completed. I have been talking with KBA about this report and feel I can complete the 2022 report, but I need to make sure this is done by the council member who oversees the MS4 going forward.
- Ann Lowery-Bureau of Municipal Pension & Liquor Control Audits, reached out to me last week and advised that, for some reason, they have not done an Audit on us since 2018. So, this means I will be working on preparing the paperwork for a 5-year audit to be done.
- I am also working on gathering the information for our year-end audit with Brian Kelly & Associates.
- We will be getting payment from the second auto claim from Washington Ave for \$ 6088.14. Once received, I will reach out to the company that provided us with a quote, as they will be purchasing and installing the new light post in front of the winery.
- Tri-Star Academy would like to use our gym for their graduation class, which would be around June 9th. I advised them that I would run this past the council for approval. Everyone in attendance agreed that it would be fine, and K. Napoli said he could help if fire police would be needed, depending on the number attending the event.
- DCED has stopped by my office and where discussing some services that may help us. But the most important one for me was that they offer a peer training program that is free to the borough, which would offer an experienced staff member to come in and train and lead me down the road to being a borough manager. This is something that would still take time, possibly years to complete. But I have asked them for the information on this program to be able to present to you, and if desired, they would be willing to come to a meeting of ours to discuss further and go over any other programs that may benefit us.

Correspondence: F. Kulick read a letter from Sacred Hearts of Jesus and Mary Parish, thanking the council for the donation from the American Rescue Plan. This donation has helped us tremendously with our winter heating bills.

F. Kulick then read an email dated January 30th from Dan Markey resigning from his position as part-time Borough Manager, his last day will be February 3rd.

A motion was made to accept Dan Markey's resignation as part-time borough manager by C. Tomaine. Seconded by K. Napoli. All members in favor. Motion carried.

Public Comment: None

Open Council Seat Appointment: F. Kulick read out loud the three letters of interest received from Chris Cook, Matthew Kochis, and Lauren Molinaro.

A motion was made by F. Kulick to appoint Chris Cook to the vacant council seat. Upon roll call, all members in favor. Motion carried.

Professional Reports:

Police: Absent

Fire: None

EMA: None

Solicitor: B. Fitzgerald advised that they have been able to serve all affidavits to the remaining properties. As for the property we purchased, we will need an appraiser to work with KBA and the state to complete what is needed for the property.

Code Enforcement: Absent

Grants: None

Zoning: Absent

Engineer: Absent

Tax Collector: Absent

Mayor: F. Fuga wanted to remind the council about the property that was donated to the borough, which is to be used as a coal miners' memorial park. And it would be nice to see some plans start getting put together so we can update the previous own with our progress.

Committee Reports:

Planning Commission: None

Public Safety: None

Finance: None

Shade Tree: None

Grants: None

MS4: None

DPW: T. Fuga advises

Recreations: S. Lee advised, Randy Perry helped get a quote to have the gym floor resurfaced, as it has been 4 years since it was installed, and it is recommended to have this done every couple of years to ensure the longevity of the floor. The cost will be \$2,590.00 and will come out of the recreation's funds. We will put the order in to have it done once the weather breaks and the rentals slow down.

150 Gift for Clock: F. Kulick advised that even though the clock will not be installed until after the Rushbrook Creek project, we need to accept the monetary gift from the Jermyn 150 committee. As it is costing them to keep the funds in this account, and unfortunately, the cost of the clock has now doubled in cost. If we pull the money from this account, we can put it into a 3-year CD at the bank so that we can start gaining money on it until we can have the clock installed.

New Business: J. Morcom, what to ask about the explosions that everyone has been hearing, and was wondering if anyone knows where it is coming from. T. Fuga said they seem to be up in the woods, possibly black road, but it seems to be going up and down the valley.

F. Kulick also wanted to discuss the roads in town. He would like DPW and a couple of others from the council to go around town and make a list of the bad roads, so we can come up with a list and the cost for each. Then we can see which ones we could have done, hopefully at least four, and possibly investigate getting a loan, if necessary, as we cannot let some of these roads stay in the condition they are in.

Adjournment: A motion was made to adjourn by K. Napoli. Seconded by J. Morcom. All members in favor. The meeting adjourned at 7:42 pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Shannon Lee".

Shannon Lee, Secretary/ Treasurer