

Jermyn Borough

Council Meeting

6/15/2023

The Jermyn Borough Council held a council meeting on Thursday, June 17, 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, Jeff Morcom, Carl Tomaine, Chris Cook. Attorney representative Brendan Fitzgerald was also present. Trish Dabney, Kevin Napoli, Robert Hunt, Mayor Fuga, Nicole Stephens, KBA, Bob Chase, NEIC, Jim Perry, and Stanley Hallowich were absent.

Robert Hunt arrived- 7:01 pm.

Minutes: A motion was made by J. Morcom to accept the minutes of 5/18/23 as presented, seconded by R. Hunt. All in favor, motion carried.

Kevin Napoli arrived- 7:04 pm

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

Current Assets

Checking/Savings

American Rescue Plan Fund	135,716.78
Capital Reserve – DPW	10,728.61
Capital Reserve - Police	5,154.82
Crime Watch Fund	222.69
General Fund – Community	282,290.08
General Fund - FNB	7,613.56
Holiday Lights Fund	1,459.09
Investment - General Fund	1,032.48
Investment - Liquid Fuels	22,732.96
Investment - Paving Fund	1,043.21
Investment - Recycling	114.04
Investment - Refuse	162.60
Liquid Fuels - FNB	54,077.67
Petty Cash	223.00
Recreations Fund	26,721.85
Recycling - Community	1,926.07
Refuse Checking - FNB	239,718.08
Total Checking/Savings	790,937.59

Current Liabilities

Accounts Payable

200000 · Accounts Payable	6,463.31
Long Term Debt	239,813.15

A motion was made to accept the treasurer's report and pay bills by J. Morcom. Seconded by C. Tomaine. All members in favor. Motion carried.

Ratify Bill Paid on 6/5/23: Motion was made to accept bills paid on 6/5/23 by C. Tomaine. Seconded by J. Morcom. All in favor, motion carried.

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

- Opening the CD for the Jermyn 150 Donation has been completed
- Mailed out letters to delinquent garbage residents. On May 26th, I have been working with the tax claim bureau weekly on updating the lock list for JP Mascaro's. With that said, we have been able to get the past due balance down from \$28,219.02 to \$14,022.82.
- As of 5/25/23, the Light pole was backordered 15 weeks, and the light was at 10 weeks.
- Advertisement was done and published on 6/1/23 for amendment to pave cut ordinance
- I have been working on and have completed updating our QuickBooks chart of accounts, as this was something our financial auditor has mentioned in our report the last two years, so hopefully, they are pleased with our 2023 submission at the end of this year.

Correspondence: F. Kulick read a thank-you card received from the Fuga family

Public Comment: Bill Langman addressed the council, asking why we had no flags out for Flag Day. S. Lee advised that the bucket truck was down, and DPW was not able to put it up.

Also, a resident on Washington Ave questioned as to whose responsibility the trees are, as there is one outside her residence that has now grown into the electrical wires that she would like to have addressed. K. Napoli advised her that she would be able to call PPL about the issue, and they would come out to trim the branches back from the wires for her.

We then had John Barcarola, who is the real estate agent, who is currently working with multiple parties that are interested in purchasing the property. He just wanted to introduce himself, so that if the council has any questions or concerns, they are more than welcome to reach out to him, or if anyone has any ideas of what they would like to see brought to the town.

Finally, John Mark from Washington Ave. wanted to address his issue with the garbage fees for his residents. He had converted the inside of the residents from a double unit to a single unit, but he does not want to have to remove one of his meters outside to have the home reassessed as a single dwelling. As down the road and when his mother is no longer living with him, he would like to have it converted back to a double unit. B. Fitzgerald advised that he would help reach out to the assessors' office to confirm what would qualify him as a single unit instead of a double unit.

Professional Reports:

Police: None

Fire: None

EMA: None

Solicitor: B. Fitzgerald advised that the Garbage citations for those who have not yet paid their delinquent garbage fees would now be up. Starting tomorrow, citations will start to be issued to those who are in violation.

Code Enforcement: None

Grants: None

Zoning: Absent

Engineer: Absent

Tax Collector: Absent

Mayor: Absent

Committee Reports:

Planning Commission: None

Public Safety: None

Finance: None

Shade Tree: S. Lee advises they will be doing the free concert in the park on July 30th, and they will be having this year's town-wide yard sale Saturday, August 19th, and Sunday, August 20th.

Rec: S. Lee advised that the Gym floor will be getting refinished at the end of October and will need to be closed for 10 days. Also, she has reached out to Cal Mal Vending about getting new vending machines for the hallway, which they should be bringing in the next couple of weeks.

Grants: None

MS4: None

DPW: absent

Pave Cut Ordinance: K. Napoli made A motion to pass Ordinance #08-2023, amending the pave cut ordinance no. 19-2018 to expand the scope of permitted work stoppages and borough designees permitted to issue work stoppage orders. Seconded by J. Morcom. All in favor, motion carried.

Woodlands Sewer Project: F. Kulick advised that he has spoken with KBA, and they are working on downsizing the plans we have for now to use the grant funding we have been given, as it is not enough to cover everything that was in the original plans. We will continue to look for further funding, but this project may need to be broken out into further parts to ensure that everything gets done.

DPW Garage Floor: F. Kulick asked where we are with the garage floor. S. Lee advises that the contracts have been signed and all paperwork has been completed, we are just waiting on the contractor to advise when they will be coming.

Pension Audit: S. Lee brought to the council's attention that we had two findings on our five-year pension audit. Both findings have been addressed and corrected for the pension funds. And any corrections that were needed within the office have also been corrected, so moving forward, we should not have any issues.

MS4: F. Kulick advised the council that we are having issues with our MS4 paperwork. He has reached out to KBA about helping us to correct and update our paperwork to make sure we are complying. This

will come at a cost to the borough; however, it would be less than the fine we could receive if this is not corrected and done properly.

New Business: K. Napoli made a motion to accept the grant administration agreement between the Borough and Ashburn Advisors. Seconded by J. Morcom. All in favor, motion carried.

J. Morcom made A motion to pass Resolution #09-2023 authorizing the submission of a DCED flood mitigation program grant application for the Rushbrook Creek project – phase 1. Seconded by C. Cook. All in favor, motion carried.

Executive Session: Council convened into executive session at 7:40 pm to discuss litigation matters. Council reconvened from executive session at 8:07 pm.

Old Business: None

Adjournment: A motion was made to adjourn by K. Napoli. Seconded by J. Morcom. All members in favor. The meeting adjourned at 8:08 pm.

Respectfully submitted,

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

Shannon Lee, Secretary/ Treasurer