

**Clifton Heights Borough Council
Meeting Minutes
October 16, 2018**

Present:

Ronald Berry, Council President
Edward Martin, Council Vice President
Mark Campbell, Councilman
Mike Humphreys, Councilman
Leona Papale, Councilwoman
Karen Peterson, Councilwoman
Harris Resnick, Councilman
Fred Rich, Councilman

Others Present:

Joseph Lombardo, Mayor
Frank Catania, Solicitor
J.P. Kelly, Engineer
Cynthia Leitzell, Treasurer
John Perfetti, Interim Borough Manager
Timothy Rockenbach, Chief of Police

Pledge of Allegiance

Prayer led by Mayor Joseph Lombardo

Public Comment:

No opening public comment.

Meeting Minutes:

A motion was made by Councilwoman Papale to accept the August 2018 and September 2018 meeting minutes as presented; seconded by Councilman Campbell; and carried unanimously by a vote of 8-0.

Mayor's Report:

Mayor Lombardo announced that Ever After Pets had their pet memorial at Kent Dog Park on October 7th and it was a great success. He said that everyone in attendance had a great time. They released 100 rainbow trout into the creek.

Mayor Lombardo announced that the Fire Company had a successful Fire Prevention Night event this month.

Mayor Lombardo announced that the Boys' Club had a very successful homecoming event a few weeks ago.

Mayor Lombardo announced that the Borough would be working in conjunction with the Business Association and Civic Association to put together a Borough calendar. He said it would include pertinent information like phone numbers as well as dates of events for the upcoming year. He said that they would be working to solicit advertisements for the calendars and that any proceeds from that would go to the 4th of July Association.

Mayor Lombardo announced that the Fire House would be hosting a tree lighting and Santa Claus at the Fire House at 6pm on Sunday, December 2nd.

Police Report:

A motion was made by Councilman Humphreys to accept the Police Report as presented; seconded by Councilwoman Papale; and carried unanimously by a vote of 8-0.

Fire Report:

A motion was made by Councilman Campbell to accept the Fire Report as presented; seconded by Councilman Rich; and carried unanimously by a vote of 8-0.

Treasurer's Report/Bill List:

A motion was made by Councilwoman Peterson to accept the treasurer's report and pay the bills; seconded by Councilwoman Papale; and carried unanimously by a roll call vote of 8-0. (Resnick - yes, Rich- yes, Humphreys - yes, Martin - yes, Peterson - yes, Papale - yes, Campbell - yes, Berry - yes.)

Manager's Report:

Borough Manager Perfetti asked for permission to speak on behalf of the Code Enforcement Officer, with each member having a copy of his report.

Code Enforcement Report:

He announced that for the month of September there were 110 violation notices were issued, 14 resale inspections, 24 complaints, 7 contractor stops, 45 ticketed issues, 5 health licenses issued, 25 construction inspections, 30 notices complied with, 7 commercial U&O inspections, 62 rental inspections, 95 citations issued, 2 tradesman licenses issued, 6 zoning applications, 17 resale transfer applications, 26 rental license applications, 1 electrical permit, 4 plumbing permits, 30 building permits, 2 HVAC permits and 2 abatements. He also reported that they finally have movement on 200 S. Penn St. They abated the grass and weed problems and have spoken to the contractor and materials should be delivered this week to commence the rebuild of the property.

Mr. Perfetti reported that inspectors are conducting the initial inspections for the commercial industrial properties in town. They are collecting data and the project is up and running. Code enforcement will continue to identify new rental properties as requested by Council. They will try to have a complete list for Council by this time next year.

North Point Development has submitted land development plans for the old yarn mill property. The plans were delivered to the Borough and then delivered from the Borough to the Delaware County Planning Commission. They are being reviewed and will follow up with recommendations and will once again go before the Borough's Planning Commission.

Finally, the service station at West Baltimore Avenue and Church Street will undergo major renovations. The lessee will be moving from the current property, and they are going to turn it into a gas and small retail store. They just finished a similar renovation at Providence Road and Oak Avenue.

Mr. Perfetti said that the Borough building items would be addressed in the engineer's report.

A motion was made by Councilman Humphreys to accept the Manager's Report as presented; seconded by Councilwoman Papale; and carried unanimously by a vote of 8-0.

Engineer's Report:

J.P. Kelly presented the Engineer's report.

Mr. Kelly said that they received a letter from the general contractor requesting that the retainage being held is reduced to 5% in accordance with the executed contract. He recommends that Council authorizes that reduction in retainage.

A motion was made by Councilman Humphreys to reduce the retainage on the contract for the Borough Hall repairs from 10% to 5% as recommended by the Borough Engineer; seconded by Councilman Humphreys; and carried by a roll call vote of 8-0. (Resnick - yes, Rich- yes, Humphreys - yes, Martin - yes, Peterson - yes, Papale - yes, Campbell - yes, Berry - yes.)

Mr. Kelly reported that the 2017 CDBG project at McFadden Park is 99% complete with the contractor continuing with the work. As such, the contractor submitted an application for payment, and his letter of recommendation is for the release of \$9,865.01, which is 90% of the request from the contractor. A spreadsheet is also included with items completed and items remaining. If Council is in agreement with the recommendation, he will forward to the application to OHCD for payment.

A motion was made by Councilman Humphreys to authorize the engineer to reach out to OHCD to release the payment of \$9,865.01 as outlined by the engineer for the CDBG project; seconded by Councilman Resnick; and carried unanimously by a vote of 8-0. (Resnick - yes, Rich- yes, Humphreys - yes, Martin - yes, Peterson - yes, Papale - yes, Campbell - yes, Berry - yes.)

Mr. Kelly announced that the 2018 Road Program work had been satisfactorily completed and as such the contractor had submitted an invoice for payment. He recommends that funds in the amount \$60,152.40 be released to the contractor.

A motion was made by Councilwoman Papale to release funds totaling \$60,152.40 to the contractor for the 2018 Road Program as outlined by the Borough Engineer; seconded by Councilwoman Peterson; and carried unanimously by a vote of 8-0. (Resnick - yes, Rich - yes, Humphreys - yes, Martin - yes, Peterson - yes, Papale - yes, Campbell - yes, Berry - yes.)

Mr. Kelly announced that the snow removal contract was due to be renewed or rejected for the 2018-19 snow season. He said that if Council wished to advertise and re-bid the contract, he would require authorization to do so.

A motion was made by Councilman Humphreys to authorize the engineer to put the 2018-19 snow removal contract out for bid; seconded by Councilman Rich; and carried unanimously by a vote of 8-0.

Mr. Kelly reported that they have received the as-built plans by the applicant's engineer for the Hillside Nursery project, and with that the project can be closed out.

A motion was made by Councilwoman Papale to accept the Engineer's report as presented; seconded by Councilman Resnick; and carried unanimously by a vote of 8-0.

Solicitor's Report:

Frank Catania presented the Solicitor's report.

Solicitor. Catania reported for the record that the Council had an Executive Session prior to the commencement of the formal meeting to discuss a real estate matter, a police personnel matter, and a litigation matter regarding the filing of liens.

Solicitor Catania reported that the Yarn Mill property would be coming before Council at next month's meeting. He said that there is a time period that has to be followed, which may be 45 days.

The Engineer confirmed that the MPC gives 90 days from the first full public meeting.

The Solicitor confirmed that is a timeline that Mr. Gould would follow on behalf of the Borough.

Solicitor Catania reported that they are waiting to hear back from the bank on 119 E. Washington Ave. They have ordered a title policy and once they have that, they will bring the taxes up to date, pay the Borough, and they will go to closing.

A motion was made by Councilman Rich to accept the proposal for Republic Bank to transfer the Borough's deposits as outlined by Solicitor Catania; seconded by Councilwoman Papale; and carried unanimously by a vote of 6-0. Councilwoman Peterson abstained

because she works for a competing bank. (Rich– yes, Humphreys - yes, Martin – yes, Peterson – abstain, Papale – yes, Campbell – yes, Berry – yes.)

Solicitor Catania reported that he had no action items for the evening.

A motion was made by Councilman Humphreys to accept the Solicitor's Report as presented; seconded by Councilwoman Papale; and carried unanimously by a vote of 8-0.

Old Business:

Councilwoman Papale said that she would be working on the Borough calendar for next year, and she would need information from any interested organizations with the dates for the upcoming year if they have them available.

Mr. Perfetti announced that Phil Fabrizio sat for his first Darby Creek Joint Authority meeting and that went well. He also announced that John Todd, the chairman of the Planning Commission, held his first formal workshop meeting 2 weeks ago, and he felt that they accomplished a good deal.

New Business:

Mr. Perfetti announced that the Tax Collector asked him to speak on her behalf again. Out of 2,400 tax bills that were sent out in January, the balance of uncollected taxes is down to 212 bills still outstanding, which represents 91% collection so far. He said that the Tax Collector is doing a very good job for the community.

Ward Reports:

Councilman Resnick announced that the Boy Scouts would be hosting their annual Food Drive in November and operating from Borough Hall. He said that they would be dropping fliers and door hangers on Saturday, November 10th and picking up food on Saturday, November 17th. He said that any and all volunteers are welcome and needed.

Councilwoman Papale had nothing to report.

Councilman Humphreys had nothing to report.

Mr. Perfetti reported that the Micozzie Memorial Park repairs were completed at the corner of Baltimore and Springfield. He said that the damages were caused by a tractor trailer hit and run, and they were unable to identify the striking vehicle.

Councilman Humphreys asked if there was any way to stop a tractor trailer from making that turn.

President Berry had nothing to report.

Councilman Martin had nothing to report.

Councilman Rich said that he is pleased with the property maintenance and trash pickup currently. He said that he reported a street light outage at Madison and Springfield last week. He said that there is still ongoing issues with the traffic light at that intersection.

Chief Rockenbach reported that PENNDOT has come out several times to check that traffic signal and the signal is programmed differently on the time of day to account for rush hour traffic. He also reported that officers would be out checking street lights tonight in preparation for Halloween.

Councilwoman Peterson announced that her employer, Citizens Bank, is donating a house in Aldan, mortgage free to a veteran and his family through the Military Warriors Organization. She said that it will be completely renovated and they will be getting the keys to their house on November 2nd. There will be a parade from the park across from the Aldan Municipal Complex walking to the house on Priscilla Lane. They want to fill the parade route with flags and support the family of 7 who will be moving from Harrisburg. She said that they want to make it a great community event because it is the first time it will be happening in their backyard. She said that any military groups are welcome to partake in the event. She noted that he is a permanently disabled veteran, and he and his wife have 2 children, and his brother just passed away, and they are adopting his brother's 3 children, which makes this event even more emotional.

Councilman Campbell had nothing to report.

Closing Public Comment:

A resident asked where you could sign up to help with the Boy Scouts.

Councilman Resnick said that anyone can show up any time after 9am on the 10th or 17th to help. He said that teams would be going out on the 10th, but the pickup would be the bulk of the work on the 17th.

Adjournment:

A motion was made by Councilwoman Papale to adjourn; seconded by Councilwoman Peterson; and carried unanimously by a vote of 8-0.

Respectfully Submitted,

Kimberly A. Duffy
Clifton Heights Borough Secretary