Call to Order

Meeting was called to order by Council President Angela Krapf followed by the Pledge of Allegiance.

Roll Call: Council President Angela Krapf, Councilman Harry Hontz, Councilwoman Yvonne Stoffey, Councilman Frank Hutta, Councilwoman Claire Remington and Mayor Joel Johnson were present. Solicitor Robert Yurchak arrived at 7:09pm. Councilman Thomas Keerans notified Suzanne Whildin he would be absent (medical reasons) and Councilman Michael Doerr was absent.

Public Participation: None

Approval of minutes:

• Motion made by Yvonne Stoffey to accept January 10th minutes. Seconded by Harry Hontz and motion was carried unanimously.

Treasurer’s Report/Approval of Bills: Given by Anissa Nunemacher, Borough Treasurer

• Anissa Nunemacher requested to attend a payroll seminar in Allentown in March at a cost of $199. Motion by Frank Hutta to allow Anissa to attend the seminar. Seconded by Claire Remington and motion carried unanimously.

• Motion made by Claire Remington to accept treasurer’s report/bills. Seconded by Harry Hontz and motion was carried unanimously.

Streets Report: Given by Claire Remington, Streets Chairperson

• There was a discussion about tractor trailers parking on the snow emergency route. The borough workers have a difficult time plowing around them. This will be discussed with Attorney Yurchak on what can be done.

Police Report:

• Chief Krapf’s January’s report was read by Yvonne Stoffey. Chief Krapf requested that Joseph David be hired on a part time 32 hours a week basis.

• Motion made by Yvonne Stoffey to hire Joseph David on a part time basis of 32 hours a week. Seconded by Harry Hontz and motion was carried unanimously.

Mayors Report: None
Presidents Report: Given by Angela Krapf, Council President

- Angela Krapf would like to do another optional team building workshop.
- Claire Remington tabled until later in the meeting, charging a rental fee for the tax collector’s office at Borough Hall. There was a discussion about the borough’s financial responsibility to the tax collector.

Secretary’s Report: Given by Suzanne Whildin, Borough Secretary

- Statement of Financial Interest forms were distributed and asked to be completed and returned to the secretary.
- St. Luke’s invited council members to an open house at their new West Penn facility.

Solicitor Report: Given by Attorney Robert Yurchak, Borough Solicitor

- **Motion** made by Frank Hutta to accept the General Release and Settlement Agreement from Eric Brown on police lawsuit. Seconded by Harry Hontz. On a roll call vote Harry Hontz, Claire Remington, Frank Hutta and Yvonne Stoffey voted yes. Angela Krapf abstained due to conflict of interest. The motion was carried.
- **Motion** made by Claire Remington to adopt ordinance ordaining Early Avenue between Fourth and Fifth Streets. Seconded by Frank Hutta and motion was carried unanimously.

Fire/Ambulance Report: Harry Hontz read the report from the fire company.

- Wednesday March 1st the fish fries will be starting and beginning Friday March 3rd, they will have them every other Friday.
- Jonathan Oakes from the fire company notified council of a problem with someone continually parking in the fire lanes at the fire house, even though he has been ticketed.
- Frank Hutta asked the question of what can be done to people rummaging through garbage and leaving a mess. Garbage put out to the curb is considered abandoned property. Attorney Yurchak stated the person who leaves the mess can be cited for scattering rubbish.
- Harry Hontz asked Attorney Yurchak to draw up an ordinance allowing the fire company to bill the insurance company of the person who caused the accident and emergency response.
- Angela Krapf will look into a grant for the Fire Company. Attorney Yurchak will provide information on new tax credits that came into law for fire companies.
• Girardville requested assistance from Coaldale Fire Police for their St. Patrick’s Day Parade. Jonathan Oakes said no to the request.

• There was no ambulance report.

**Code Enforcement/Zoning Report:** Included in packet for review.

**COMMITTEE REPORTS:**

**Buildings:** Given by Claire Remington, Buildings Committee Chairperson

• Working with PSAB about what documents can be destroyed.

• There will be shelves built upstairs for the files to be stored.

• Emergency exit lights were installed at the borough garage by Kenesky Electric.

• Received proposals from Kenesky Electric to update the lights to LED outside borough hall at a cost of $497.27 and the garage at borough hall at a cost of $1364.62. **Motion** by Claire Remington to update the lights to LED. Seconded by Frank Hutta and motion **carried unanimously**.

• The keys in the knox box will be checked and updated.

**Complex:** Given by Harry Hontz, Complex Committee Chairperson

• Proposal from Sterling Electric for new doors and doorway, replacing gym lights with Dome High Bay LED lights and replace emergency exterior lights with waterproof LED lights. After a discussion, Carl Faust will be contacted to see if fire rated doors and supplies are required. **Motion** made by Frank Hutta to approve the lighting work and put a hold on the rest. Seconded by Harry Hontz and motion **carried unanimously**.

• Proposals were received from Sterling Electric and Mike Watkins to close openings on the back of the Complex. The proposals offered different work that would be completed. Frank Hutta will write up the specs needed and have Sterling Electric and Mike Watkins each submit a new proposal based on those specs.

• Bob Demyanovich submitted a proposal for weekly cleaning at $150 per week for a period of one year with the borough providing the cleaning supplies. Also a proposal to strip, seal and wax hallway for $425 and strip, seal and wax restrooms for $35 each. **Motion** made by Claire Remington to accept the proposals. Seconded by Harry Hontz and motion **carried unanimously**. Mrs. Domestics will be notified their services are no longer needed and arrangements will be made to get the keys back.
Demolition: Given by Claire Remington, Demolition Committee Chairperson

- Attorney Yurchak recommended buying 223 E. Ridge St from repository in order to demolish it. **Motion** made by Harry Hontz to submit a bid $1 for the purchase this property. **Seconded by Frank Hutta and motion carried unanimously.**

- Claire Remington will be working with Carl Faust to get a court ordered demolition of 207 E. Ridge St.

Finance/Utilities: Given by Yvonne Stoffey, Finance/Utilities Committee Chairperson

- **Motion** by Frank Hutta to extend the current Blue Ridge Cable Franchise Agreement Resolution until June 9, 2024. **Seconded by Harry Hontz and motion carried unanimously.**

- Reminder to get permission for all purchases.

Grants: None

Handicap: Given by Harry Hontz, Handicap Committee Chairperson

- Upon review of the all handicapped parking spots in the borough, 5 residents with handicapped parking spots will be sent letters requesting an update of their information to be submitted before the next meeting to be sure they still meet the guidelines set forth in the ordinance.

Personnel: Given by Yvonne Stoffey, Personnel Committee Chairperson

- Everyone received a memo about the call off procedure and the request for time off. Once the handbook is written, this procedure will go in.

- Yvonne Stoffey is waiting to get policies from the committee chairpersons that will go in the handbook. She would like to have the handbook done for the end of March. Chief Krapf will also include his policies for the police.

Police: Given by Yvonne Stoffey, Police Committee Chairperson

- Chief Krapf’s contract was given to everyone at last month’s meeting for their review. **Motion** by Yvonne Stoffey to accept Chief Krapf’s contract. **Seconded by Harry Hontz.** On a roll call vote, Harry Hontz, Claire Remington, Frank Hutta and Yvonne Stoffey voted yes. Angela Krapf abstained due to conflict of interest. The motion was **carried.**

- During the committee meeting, discussed was the schedule, yearly goals, more community involvement, and future trainings.

- Chief Krapf was added as an administrator on the borough’s Facebook page to post emergency related topics.
Police Pension:  None

Recreation:  Given by Yvonne Stoffey, Recreation Committee Chairperson

- C.H.O.S.E had a successful soup sale.
- Friends of the Lansford Pool will be having a soup sale March 5, 2017 from 11am-1pm at the complex.

Streets:  Given by Claire Remington, Streets Committee Chairperson

- Thanked Chief Krapf for setting up the computer at the garage.
- Preparing the ad for the sale of the vehicles and miscellaneous vehicle parts.

Old Business:

- Interest has been shown to purchase the lots on Fisher Avenue that were recently demolished, a borough owned lot on Phillips St. and a lot near the Rod and Gun Club on Lehigh St. Attorney Yurchak will look into any liens on the Phillips St. lot. Motion made by Frank Hutta to have Claire Remington contact a local realtor to have those properties appraised. Seconded by Harry Hontz and the motion carried unanimously.

- Letters and applications were sent to Panther Valley and Marian High Schools for the Junior Council Person. Motion made by Yvonne Stoffey to adopt the resolution authorizing participation in the PSAB Junior Council Person Program. Seconded by Frank Hutta and the motion carried unanimously.

- Benesch contacted Angela Krapf that there are questions regarding the sewer work that needs a response. Benesch will not respond unless the agreement is signed. The borough has not yet signed the agreement with Benesch as they are looking into other options for 2017. Systems Design Engineering, Inc submitted a proposal for engineering. Attorney Yurchak recommended asking Systems Design to handle this as a special onetime project. Motion made by Claire Remington to hire Systems Design for this special onetime project. Seconded by Harry Hontz and the motion carried unanimously.

New Business:

- Angela Krapf received a message from a concerned individual about the church on Second St. The owner is advertising for people to come live there as there lots of room to build more bedrooms in addition to the 4 bedrooms already in the basement. Motion made by Claire Remington to have Carl Faust investigate this claim. Seconded by Frank Hutta and the motion carried unanimously.
• Discussion about converting the one closet at the Complex into a kitchenette to have more to offer for the people want who rent it. Angela Krapf had Carl Faust look at it to be sure it could be done and Carl said it could be done in the one gym closet.

Executive Session 8:39pm until 9:00pm  Personnel issues within the office were discussed

Motion made by Claire Remington to set the rental rate for the Tax Collector beginning January 2018 at $150.00 per month. Seconded by Frank Hutta and the motion carried unanimously.

Adjournment: Motion made by Harry Hontz to adjourn at 9:02pm. Frank Hutta seconded and the motion carried unanimously.

SUBMITTED BY:

_______________________________
Suzanne Whildin, Borough Secretary
Submitted for approval on March 14, 2017