

## **COALDALE BOROUGH MEETING AGENDA**

221/223 THIRD ST., COALDALE PA 18218

**August 14th, 2024, 7:00 PM**

Executive Session at 6:30 PM

Pledge of Allegiance

Roll Call

### **Public Participation**

**To ensure that we can complete the business at hand, we have allotted 3 minutes to discuss your interest/concern. According to the Sunshine Act if recording or live streaming the council meeting you must announce prior to beginning.**

### **Approval of Previous Minutes**

### **Treasurer Report / Approval of Bills**

- Portnoff – Stop collection of Real estate taxes

### **Mayor's Report**

### **President's Report**

- Complex Park – Dogs
- Veterans Flags – Down Main St.

### **Secretary's Report**

- Tax Claim Bureau – 44 Bull Run St.
- Portnoff Sheriff Sales – 1 October 25<sup>th</sup>, 3 December 20<sup>th</sup>
- Portnoff Delinquent- Judgments entered – Summary of collections Sanitation
- PRIMA – Renewal Information
- Budget- Dates to be published
- Confirm Bus Stops – 24-25 School year
- Complaints – Update, Stop Sign
- Text my gov-

### **Police Report (Stoffey)**

### **Solicitor Report (Attorney Yurchak)**

- Correspondence – Historical Society
- Deed Update – File Nuisance action against 226 W Phillips St
- Resolution -demolition – adopt

### **Fire Report (Adamitis)**

**Code Enforcement / Zoning Reports (Luis)**

**Jr. Councilperson Report**

**Committee Reports:**

**Administration- (Gavornik)**

- System Design Bills- Review
- Sewer Maintenance – Water shut off update

**Buildings / Complex- (Hutta)**

- Closed Bids for Windows removal and vinyl replacements -opened

**Demolition / Grants- (Figner)**

- Update on properties for demolition

**Finance / Utilities- (Gavornik)**

**Handicap- (Figner)**

- 1 Application W Early Ave

**Memorial-(Krapf)**

**Police- (Stoffey)**

**Police Pension (Remington)**

**Recreation- (Stoffey)**

**Streets- (Hutta)**

- Current Road Work – Moser Ave. between 4<sup>th</sup> and 5<sup>th</sup> Streets
- Milling Project bids
- Part Time Employee – Ratify

**Old Business**

**New Business**

- Fall Clean Up - Saturday, October 26th
- Resignation Letter

**Adjournment**

Treasurer's Report August 13, 2024

Account : General

Beginning Balance 487,729.84  
Ending Balance 431,663.71

Account : Payroll

Beginning Balance 20,109.08  
Ending Balance 19,908.09

Account: Recreation

Beginning Balance 959.69  
Ending Balance 959.93

Account : Complex Checking

Beginning Balance 13,348.99  
Ending Balance 16,723.45

Account: Memorial Fund

Beginning Balance 175.78  
Ending Balance 175.82

Account : Project

Beginning Balance 63,180.65  
Ending Balance 62,910.66

Account: Business Checking

Beginning Balance 3,000.00  
Ending Balance 3,000.00

Account: Clearing House

Beginning Balance 1,496.67  
Ending Balance 1,496.80

Account: Sewer Maintenance

Beginning Balance 370,644.00  
Ending Balance 320,400.31

Account: Fire

Beginning Balance 9,503.99  
Ending Balance 9,504.85

Account Light Savings

Beginning Balance 1,224.86  
Ending Balance 1,224.97

Account : Sanitation

Beginning Balance 343,310.97  
Ending Balance 411,750.36

Account : Animal Fund

Beginning Balance 425.97  
Ending Balance 425.01

Account : PLIGIT Special Highway

Beginning Balance 95,198.57  
Ending Balance 95,609.89

Account: PLIGIT Pension Fund

Beginning Balance 16,468.91  
Ending Balance 16,540.07

**COALDALE BOROUGH COUNCIL**

**MEETING MINUTES**

**221/223 Third St., Coaldale, PA 18218**

**July 9, 2024 7:00pm**

**Executive Session: 6:30pm**

**Call to Order 7:04pm**

**Meeting:** was called to order by Council President Claire Remington followed by the Pledge of Allegiance.

**Roll Call:** Solicitor Robert Yurchak, Council President Claire Remington, Council Vice President, Angela Krapf, Jacob Adamitis, Francis Hutta, Wayne Figner, Treasurer Catherine Papesh, Mayor Eric Ramirez **Absent** Kim Gavornik, Yvonne Stoffey

**Audience Attendance: 9 members of the public were in attendance.**

**Public Participation:**

- Cathy Montesrin, 147 E Howard Ave; Would like to thank Claire Remington for coming and helping disburse food to people in town that really need it. Also thanked Frank Hutta and his son for financial support that is very much needed. They are a small pantry and rely on all the support.
- Bob Perrin, Sixth & W Early Ave; Advised that he was in contact with his board at the Historical Society and that the request for the trophies to be returned has been denied. Stated that there will be a letter forth coming. Proceeded to go into detail on historical piece that he brought. Was interrupted by council and asked to stop reading the letter.
- Lorraine Durning, Lansford; Wanted to address concerns about the Complex building and the air quality was denied speaking due to her not living in town.
- Clyde Bachert, 183 Greenwood St.; Wanted to see if we as a borough had a plan in place to help promote the town, "Where do you want to be in 5 years." **Respond** Claire Remington stated that we are active in Blueprint communities and are trying to look forward. We are working with the school district as well.

**Approval of previous minutes: Motion** made by Frank Hutta second by Jaco Adamitis **Motion carried.**

**Treasurer's Report/Approval of Bills: (Cathy Papesh)**

- **Motion** made by Frank Hutta second Jacob Adāmitis to approve the treasurers report  
**Motion carried.**
- **Motion** made by Frank Hutta second by Jacob Adamitis to approve the bills to be paid.  
**Motion carried.**

**Mayor's Report:** (Eric Ramirez)

**President's Report:** (Claire Remington)

**Secretary's Report:** (Beth Martinico)

- **Motion** made by Jacob Adamitis Second by Frank Hutta to approve Portnoff Law Associates to continue with writ of execution for four properties, for delinquent sanitation bills. **Motion carried.**
- **Motion** made by Angela Krapf Second by Jacob Adamitis to approve United Concordia renewal rates, No increase at this time. **Motion carried.**
- Proposal for next year's software system to help track building & Zoning permits, Code enforcement, and rental tracking. This system would allow for invoicing and online payments for landlords, it would upload all our codes for easy and legal documents for a code enforcement officer, would aid in tracking of the complaints and follow ups. Total coast is \$15,000 for full system this would include a onetime set up fee of \$5000. Currently at this time, requesting us to look into the code enforcement and landlord tracking which would cost \$2,500 for the year.
- Questions from the audience- When will the Sanitation bills be able to be paid online? Beth Martinico Advised that unfortunately Diversified has not giving us the link for that, as soon as the link is available to us, we will have it posted. Directions for how to use the new site will be on your next bill.

**Police Report: Given by Yvonne Stoffey.**

- **Motion** made by Angela Krapf Second by Wayne Figner to accept the police report. District Justice Fines \$365.33 Parking Tickets \$175.00 Moving Permits \$60.00 Accident / Reports \$25.00 Total Revenue \$625.33 Total Miles patrolled 1543 Miles, calls for service 118, Traffic enforcement 6 parking tickets, 1 non traffic citation, 11 Traffic citations, Arrest activity 4 criminal arrests involving misdemeanors and /or non-felony charges. **Motion carried.**
- **Motion** made by Frank Hutta Second by Jacob Adamitis to Hire Micheal Sniscak a full-time police officer to receive Max rate. **Motion carried.**

**Solicitor Report:** (Attorney Robert Yurchak)

- **Motion** made by Frank Hutta seconded by Jacob Adamitis to adopt the amendment to the 2009 – 4 ordinances to require liability insurance on all rental properties in the borough.  
**Motion carried.**

- **Motion** made by Frank Hutta Seconded by Wayne Figner to adopt the resolution that requires you to pave the first 20 feet of your driveway. **Motion carried.**

**Fire Report** (Jacob Adamitis)

- **Motion** made by Kim Gavornik and Frank Hutta to accept the fire report. Dwelling fires 3, Automatic Aid calls 2, Public Service calls 1, QRS 5, 2 wires down, 13 calls for service

**Code Enforcement/Zoning Report:** (Luis Negron)

- **Motion** made by Kim Gavornik seconded by Frank Hutta 18 Letters code enforcement letters have gone out, 7 Homes condemned, 14 Investigation. **Motion carried**

**Jr. Council Report:**(Yvonne Stoffey)

**COMMITTEE REPORTS**

**Administration:**( Kim Gavornik)

- Water shut off update – Currently we are at 373 Bills that are still due, they have until July 22 to pay with personal check, July 29<sup>th</sup> to pay with a money order, if you pay on July 30<sup>th</sup> you will not be turned on July 30<sup>th</sup> that will be up to the water authority.
- Landlord letter update – Letters will be mailed on July 10<sup>th</sup>. Landlords must respond to the letters to be approved to rent with in the borough otherwise we will start the process of eviction of the tenants and getting the homes up to code before they are able to rent the home again.

**Building/Complex:** (Francis Hutta)

- **Motion** made by Frank Hutta second by Jacob Adamitis, to approve the Estimate for Kenesky to do electrical for the flood lights on the basketball poles and a new circuit breaker and underground conduit from the C.H.O.S.E. building, install a 24-hour a times on the C.H.O.S.E. building to provide more light on the basketball quart and the playground. Estimate is \$4,796.00.
- **Motion** made by Frank Hutta second on Wayne Hutta to advertise for window removal, framing and vinyl siding. Specs can be picked up in the Borough Office. All bids must be submitted by Thursday August13, 2024 at 4 pm. **Motion carried.**

**Demolition/Grants:** (Wayne Figner)

- Waiting for the paper work for demolition from the county, also waiting on the last two deeds to proceed.

**Financing/Utilities:** (Kim Gavornik)

- Reminder that for the next council meeting all committee chairs are to have their “project lists / wish lists” for 2025 ready for the budget preparation.

**Handicap** (Wayne Figner)

**Memorial:** (Angela Krapf)

**Police:** (Yvonne Stoffey)

**Police Pension:**

**Recreation:** (Yvonne Stoffey)

- Committee change for recreation – Angela Krapf Chair of recreation, along with Yvonne Stoffey and Kim Gavornik.
- National Night out will be on August 6<sup>th</sup>, 2024, and will start at 6pm at the complex park by the fire company.
- C.H.O.S.E. – possible event “Chalk it up to a good summer” date: TBD

**Streets:**(Francis Hutta)

- 2 Part time applications on file- Committee will host interviews and will get back to council with recommendations.
- Motion by Jacob Adamitis Second Wayne Figner, Joe Hutta Plumbing was called out for Emergency Sewer Rep `airs on Lehigh St over 4<sup>th</sup> of July weekend. Howard Ave was scooped all the laterals are broken. ROLL CALL VOTE: Angela Krapf **YES**, Jacob Adamitis **YES**, Wayne Figner **YES**, Clair Remington **YES**, Frank Hutta **Absten**. **Motion carried.**

**Old Business:**

**New Business:**

**Adjournment:**

**Motion made by** Frank Hutta, second by Jacob Adamitis to adjourn meeting **Motion carried.**

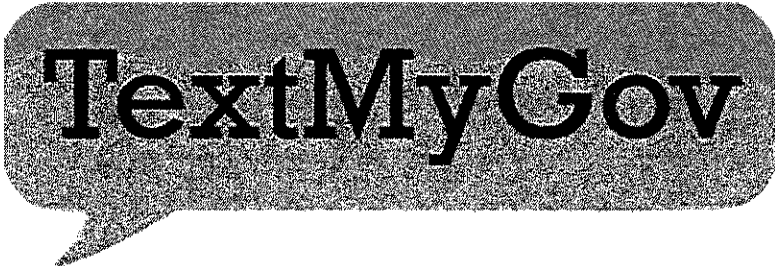
**Claire Remington adjourned the meeting at 8:08pm**

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SUBMITTED BY: Beth Martinico

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WWW.TEXTMYGOV.COM



# PROPOSAL

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DATE: 08/01/2024

**Prepared For:**  
Coaldale Borough PA  
221 3rd St, Coaldale, PA 18218

**Prepared By:**  
Sam Stastny | Account Executive  
TextMyGov

# INTRODUCTION TO TEXTMYGOV

TextMyGov was developed to open lines of communication with local government agencies and citizens. The system works 24 hours a day and easily connects with your website and other communication methods.

Using the regular messaging app on any smartphone, the smart texting technology allows the citizen to ask questions and get immediate responses, find links to information on the agency's website, address problems, report any issues and upload photos.

According to the Pew Research Center, 97% of smartphone owners text regularly. The technology analysts at Compuware reported that 80 to 90% of all downloaded apps are only used once and then eventually deleted by users.

## TEXTMYGOV SOLUTION

Summary for: Coaldale Borough, PA

FEATURE	SOLUTION
FIND INFORMATION	<ul style="list-style-type: none"><li>TextMyGov allows citizens to find information using our smart texting solution. Citizens can ask questions via text messages and receive automatic responses based on Key Words in their initial text.</li><li><i>Best Use Case: What is this bill for? How do I pay my bill? How can I attend the meeting?</i></li></ul>
REPORT ISSUES	<ul style="list-style-type: none"><li>TextMyGov allows citizens to report issues such as "Stray Dog" or "Pothole" via text messaging from their phone.</li><li>Agencies can customize a text thread to help gather important information such as citizen name, address of reported issue, and even allow citizens to send a picture of the reported issue.</li><li>TextMyGov will automatically notify the correct department of the reported issue via email or text message.</li><li><i>Best Use Case: The water was just shut off, pothole in the road, code enforcement.</i></li></ul>
SEND ALERTS	<ul style="list-style-type: none"><li>TextMyGov gives agencies the ability to send out notifications/alerts as a text message.</li><li>Agencies can create different notification groups like "City Events" or "Meeting reminders" and citizens can choose what notification group to Opt-In to.</li><li><i>Best Use Case: Send information in both Spanish and English about street repairs, water shutoffs, meeting updates and reminders, events, etc.</i></li></ul>
DEMO RECORDING	<ul style="list-style-type: none"><li><u>Demonstration Recording   Coaldale Borough, PA</u></li></ul>

# COST BREAKDOWN

This quote represents a subscription to TextMyGov with an initial TERM Three-Years. The agreement is set to be automatically renewed after the initial TERM. Support and services fees may increase in subsequent years but will increase no more than 5% per year. See below for the package price and other details.

Terms and conditions can be printed and attached as **Exhibit A** or viewed at [www.TextMyGov.com/terms](http://www.TextMyGov.com/terms)

<b>Package Details</b>	<b>Price</b>	<b>Billing</b>
<b>TextMyGov Service:</b>	\$3,500.00	Annual
<ul style="list-style-type: none"> <li>• TextMyGov web-based software</li> <li>• Database of local numbers</li> <li>• Local phone number</li> <li>• Short code number (outgoing messages)</li> <li>• Unlimited users &amp; departments</li> <li>• Unlimited support for every user</li> <li>• 10 GB managed online data storage</li> <li>• 25000 text messages per year</li> </ul>		
	<b>Setup Fee</b>	\$1,000.00
	<b>First year total</b>	\$4,500.00
	<b>Total Recurring</b>	\$3,500.00
		One-Time
		Year One
		Annual

## TERMS

- This is a Three-Year term.
- After the initial Three-Years, the agreement will revert to year-to-year
- Cancellation requires a 60-day written notice
- Customer is required to put TextMyGov widget on agency's website
- This proposal is valid for 30-days
- Customer is required to provide a copy of W-9.
- The TextMyGov widget will remain on the agency's website for the duration of the agreement. If the widget is not placed on the City/County website within 60-days, the Agency agrees to pay an additional \$1,000 towards setup costs (this is to cover TextMyGov's time). See more information on our widget by clicking visiting [textmygov.com/textmygov-widget/](http://textmygov.com/textmygov-widget/)

# ADDITIONAL SERVICES

<i>Service</i>	<i>Price</i>	<i>Billing</i>
<b>Enhanced Media &amp; Care Package</b> <ul style="list-style-type: none"> <li>Marketing materials and expert implementation to promote and optimize TextMyGov, see us here for additional information</li> </ul>	Price based on Population. Please contact your Account Executive for more details.	Annual
<b>Additional Storage</b> <ul style="list-style-type: none"> <li>100 GB of Storage</li> </ul>	<b>\$250 per unit</b>	Annual
<b>Additional Text Messages</b> <ul style="list-style-type: none"> <li>25,000 additional text messages</li> <li>50,000 additional text messages</li> <li>100,000 additional text messages</li> </ul>	\$300 \$550 \$750	Annual
<b>Database</b> <ul style="list-style-type: none"> <li>Database of your local residence to improve citizen engagement and opt-in rate.</li> <li>Database could have already been included in the original quote. Please refer to the "Package Details" section.</li> </ul>	Price based on Population. Please contact your Account Executive for more details.	Annual

# IMPLEMENTATION

## GETTING STARTED

- After the basic service agreement is executed, a project manager will be assigned to assist the client through implementation. A local phone number will be obtained for use with TextMyGov.

## CONFIGURATION

- The project manager will work with the client to customize interactive responses, create automation flows, and keyword lists. Training will be provided on how to quickly create and edit data.

## MEDIA KIT

- Advertising materials will be provided to the client, including an infographic for the website and downloadable flyer for social media and other communication methods used by the agency.

## UNLIMITED TRAINING AND SUPPORT

- After initial implementation and training, unlimited on-going support is included. Our experts are available M-F 6am5pm MST.



**PORTNOFF**  
LAW ASSOCIATES, LTD.

RECEIVED

AUG 5 2024

2700 Horizon Drive, Suite 10  
King of Prussia, PA 19406  
www.portnoffonline.com  
P 866.720.9741

NOTICE OF SHERIFF'S SALE

TO: ALL INTERESTED PARTIES AND CLAIMANTS

OWNER(S): Thomas O. Sterling

PLAINTIFF/SELLER: Coaldale Borough

PROPERTY: 159 Second Street  
Coaldale, Pennsylvania 18218

TAX PARCEL NO.: 40-03-0085

SCHUYLKILL COUNTY NO. J-1624-2019, J-6228-2018

JUDGMENT AMOUNT: \$2,231.76

The above-described property is scheduled to be sold at the Sheriff Sale on Friday, December 20, 2024, at 10:00 a.m. in the Schuylkill County Courthouse, Civil Division Clerk's Office, Pottsville, Pennsylvania. Our records indicate that you may have a legal interest in the property. A Sheriff's Sale may have a substantial impact upon your interest. You may wish to attend the sale to protect your interest.

A schedule of distribution will be filed by the Sheriff on a date specified by the Sheriff not later than 30 days after the sale. Distribution will be made in accordance with the schedule unless exceptions are filed thereto within 10 days after the filing of the schedule.

Very truly yours,

PORTNOFF LAW ASSOCIATES, LTD.

18-48905-0/WES/JM



**PORTNOFF**  
LAW ASSOCIATES, LTD.

**RECEIVED**

AUG 5 2024

2700 Horizon Drive, Suite 101  
King of Prussia, PA 19401  
www.portnoffonline.com  
P 866.720.974

NOTICE OF SHERIFF'S SALE

TO: ALL INTERESTED PARTIES AND CLAIMANTS

OWNER(S): Amy M. Kondertavage

PLAINTIFF/SELLER: Coaldale Borough

PROPERTY: 101 W. Water Street  
Coaldale, Pennsylvania 18218

TAX PARCEL NO.: 40-02-0006

SCHUYLKILL COUNTY NO. J-6298-2017, J-2488-2017

JUDGMENT AMOUNT: \$2,202.80

The above-described property is scheduled to be sold at the Sheriff Sale on Friday, December 20, 2024, at 10:00 a.m. in the Schuylkill County Courthouse, Civil Division Clerk's Office, Pottsville, Pennsylvania. Our records indicate that you may have a legal interest in the property. A Sheriff's Sale may have a substantial impact upon your interest. You may wish to attend the sale to protect your interest.

A schedule of distribution will be filed by the Sheriff on a date specified by the Sheriff not later than 30 days after the sale. Distribution will be made in accordance with the schedule unless exceptions are filed thereto within 10 days after the filing of the schedule.

Very truly yours,

PORTNOFF LAW ASSOCIATES, LTD.

17-38675-0/NOT/JM



PORTNOFF  
LAW ASSOCIATES, LTD.

RECEIVED

AUG 5 2024

2700 Horizon Drive  
King of Prussia,  
www.portnoff  
P 866

NOTICE OF SHERIFF'S SALE

TO: ALL INTERESTED PARTIES AND CLAIMANTS

OWNER(S): Jose Bejarano, Jr.  
Stephanie Marie Bejarano

PLAINTIFF/SELLER: Coaldale Borough

PROPERTY: 411 E. Ridge Street  
Coaldale, Pennsylvania 18218

TAX PARCEL NO.: 40-03-0233

SCHUYLKILL COUNTY NO. J-0565-2022 , J-5163-2020

JUDGMENT AMOUNT: \$1,478.25

The above-described property is scheduled to be sold at the Sheriff Sale on Friday, December 20, 2024, at 10:00 a.m. in the Schuylkill County Courthouse, Civil Division Clerk's Office, Pottsville, Pennsylvania. Our records indicate that you may have a legal interest in the property. A Sheriff's Sale may have a substantial impact upon your interest. You may wish to attend the sale to protect your interest.

A schedule of distribution will be filed by the Sheriff on a date specified by the Sheriff not later than 30 days after the sale. Distribution will be made in accordance with the schedule unless exceptions are filed thereto within 10 days after the filing of the schedule.

Very truly yours,

PORTNOFF LAW ASSOCIATES, LTD.

19-49966-0/WES/JM



**PORTNOFF**  
LAW ASSOCIATES, LTD.

RECEIVED

JUL 26 2024

2700 Horizon Drive,  
King of Prussia,  
www.portnoff  
P 866.

NOTICE OF SHERIFF'S SALE

TO: ALL INTERESTED PARTIES AND CLAIMANTS

OWNER(S): Bryan Cullen  
Sarah Cullen

PLAINTIFF/SELLER: Coaldale Borough

PROPERTY: 12 Foster Avenue  
Coaldale, Pennsylvania 18218

TAX PARCEL NO.: 40-05-0073

SCHUYLKILL COUNTY NO. J-0566-2022 , J-4932-2021

JUDGMENT AMOUNT: \$1,813.09

The above-described property is scheduled to be sold at the Sheriff Sale on Friday, October 25, 2024, at a public on-line auction conducted by Bid4Assets, 8757 Georgia Ave., Suite 520, Silver Springs, MD 20910 at 10:00 A.M., prevailing time, by accessing the web address: <https://www.bid4assets.com/SchuykillSheriffSales>. Our records indicate that you may have a legal interest in the property. A Sheriff's Sale may have a substantial impact upon your interest. You may wish to attend the sale to protect your interest.

A schedule of distribution will be filed by the Sheriff on a date specified by the Sheriff not later than 30 days after the sale. Distribution will be made in accordance with the schedule unless exceptions are filed thereto within 10 days after the filing of the schedule.

Very truly yours,

PORTNOFF LAW ASSOCIATES, LTD.

20-16315-0/WES/JM

AUG 1 2024

RECEIVED

Summary of Collections for Coaldale Borough Trash Fees as of 6/30/24

Year Claims Placed: Date Initial Notices Mailed	Placement Amt	Collectible Placement Amt Charge <sup>1</sup>	Total Paid <sup>2</sup>	% of Collectible Placement Paid	Number of Files	Number of Certified Notices Sent	Number of Files without Attorneys' Fees Charged	% of Files without Attorneys' Fees Charged	Number of Files Paid in Full without Attorneys' Fees	% of Files Paid in Full without Attorneys' Fees	Notice Expense	Notice Expense Recovered	Annual Net Cost
2021: Various	36,696	36,140	22,666	62.72%	142	138	76	53.52%	60	42.25%	6,264	3,906	2,358
2022: 9/22/2022	70,422	69,186	31,822	45.99%	273	245	148	54.21%	50	32.97%	10,676	4,393	6,284
2023: Various	8,780	8,780	3,624	41.28%	25	17	17	68.00%	7	28.00%	798	328	470
3 Year Total	115,899	114,107	58,112		440		241	54.77%			17,738	8,627	9,112
Average	38,633	38,036			147						5,913	2,876	3,037

<sup>1</sup> Does not include accounts forwarded for collection that were exempt or exonerated. ( \$1,792 )

<sup>2</sup> Includes Base, Penalty and Interest Collected.



**PIRMA Invoice Summary**

For Coaldale Borough, Schuylkill County

Effective Date: 09/01/2024

Invoice Number: R0696PC2024-1

Coverage	Invoiced
General Liability	\$13,846
Auto Liability	\$4,263
Law Enforcement Liability	\$20,282
Public Officials Liability	\$14,134
Auto Physical Damage	\$4,547
Property & Equipment	\$7,016
<b>Total</b>	<b>\$64,088</b>

Please make check payable to "PIRMA" Pennsylvania Intergovernmental Risk Management Association and mail to the following address:

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Pennsylvania Intergovernmental Risk Management Association

P.O. Box 5529

Deptford NJ 08096

1-800-362-1011

JUL 16 2024

# Schuylkill County Demolition Funds Program

## State Funded Program For Municipalities Only

### Purpose

The Schuylkill County Demolition Funds Program is designed to achieve the following goals: (1) the elimination of blight influences in the community; (2) the elimination of potential health and safety hazards caused by the accumulation of debris, presence of vermin, or physical deterioration of structure of grounds; (3) the reduction of crime by elimination of vacant, deteriorated buildings as havens for criminal activity; (4) the increase in value of adjacent property by elimination of blight; and (5) the creation of residential and economic development opportunities by elimination of blighted building and assemblage of land.

### Program Guidelines

#### Administration

The Schuylkill County Economic Development will administer the Demolition Funds Program by working with municipalities to determine whether the proposed demolition project meets program guidelines. Attached you will find the program guidelines and application form. If you have any questions concerning the program, please contact the Schuylkill County Economic Development Department by phone at 570-628-1208 Ron Zimmerman or 570-628-1206 Cheryl Fuss or via email at [rzimmerman@co.schuylkill.pa.us](mailto:rzimmerman@co.schuylkill.pa.us) or [cfuss@co.schuylkill.pa.us](mailto:cfuss@co.schuylkill.pa.us).

#### Eligible Applicants

To qualify for participation in the Schuylkill County Demolition Funds Program, the following criteria have been established:

1. The property must be in public ownership through a municipality that can demolish a property and has the ability to impose a lien to recover costs, and
2. The property must qualify as blighted as set forth in PA Act 152 of 2016.

#### Blighted Property Defined

For the purposes of this Act, blighted property is defined as a property which meets at least three of the criteria listed below, consistent with the PA Act 152 of 2016, as determined by the County.

1. The building or physical structure is public nuisance.
2. The building is in need of substantial rehabilitation and no rehabilitation has taken place during the previous 12 months.
3. The building is unfit for human habitation, occupancy or use.
4. The condition and vacancy of the building materially increase the risk of fire to the building and to adjacent properties.

5. The building is subject to unauthorized entry leading to potential health and safety hazards and one of the following applies:
  - a. The owner has failed to take reasonable and necessary measures to secure the building.
  - b. The municipality has secured the building in order to prevent such hazards after owner failed to do so.
6. The property is an attractive nuisance to children, including, but not limited to, the presence of abandoned wells, shafts, basements, excavations and unsafe structures.
7. The presence of vermin or the accumulation of debris, uncut vegetation or physical deterioration of the structure or grounds has created potential health and safety hazards and the owner has failed to take reasonable and necessary measures to remove the hazards.
8. The dilapidated appearance or other condition of the building negatively affects the economic wellbeing of residents and businesses in close proximity to the building, including decreases in property value and loss of business, and the owner has failed to take reasonable and necessary measures to remedy appearance or the condition.
9. The property is an attractive nuisance for illicit purposes; including prostitution, drug use and vagrancy.

#### **Eligible Properties**

To be eligible for the Demolition Program, properties must meet the following criteria:

1. Be located in Schuylkill County.
2. Documented to meet the definition of a blighted property as previously defined.
3. Vacant at the time of application.
4. Any legal and/or code enforcement remedies available have been exhausted.

#### **Eligible Costs**

Demolition and clearance actions may include: proper asbestos removal; testing and disposal of hazardous materials, utility disconnections; and demolition permits. Once demolition is complete, the site should be leveled and seeded as appropriate, and any damages to sidewalks, curbs, drives, etc. repaired.

Municipalities are responsible for all necessary legal, architectural/engineering and recording fees.

#### **Cost Estimate**

A cost estimate prepared by a licensed contractor or other certified professional must be submitted with the application. These estimates must be signed and dated. Please note that if the application is approved, the cost estimate becomes a binding part of the agreement between the applicant and the County; therefore, the projected figures must be accurate. Cost estimates are subject to the following:

1. An asbestos report shall be performed on all properties. If asbestos containing material is detected, an asbestos removal specification will be required for the project. This is an eligible project cost, but must be accounted for in the Cost Estimate.

2. Any project of \$25,000 or more, **regardless of funding source**, will be subject to Pennsylvania Prevailing Wage Rates.

**Municipal Demolition Considerations**

1. All requests must be complete and submitted via application to:

Schuylkill County Economic Development Department

Schuylkill County Courthouse

401 N. 2<sup>nd</sup> Street

Pottsville, PA 17901-2528

The application and guidelines are also available online at the county's web site at:

[www.co.schuylkill.pa.us](http://www.co.schuylkill.pa.us)

2. The proposed property (ies) is/are required to meet the definition of "blighted property." Blighted Property is defined as a property which meets at least three (3) of the nine (9) criteria under the PA Act 152 of 2016.
3. If the parcel is sold, Schuylkill County will receive at least the fair market value of the parcel. If the parcel is sold above fair market value, the County must receive a minimum of all demolition costs. The County will deposit the reimbursement into the Schuylkill County Demolition Fund Blight Remediation Program to supplement future demolition projects.
4. Post demolition, a lien will be placed on the property, on behalf of the County, for the cost of demolition and site restoration construction costs borne by the County.
5. Funding allocations will be approved by the Schuylkill County Commissioners.
6. Implementation of funded activities will be governed by an executed agreement.
7. County officials are responsible for ensuring all local, county, state and federal requirements, are met when carrying out projects.
8. Payment may be made directly to the contractor based on an invoice.

**STATE FUNDED DEMOLITION APPLICATION**

Name of Municipality: \_\_\_\_\_

Contact Person regarding this application: \_\_\_\_\_

Contact Information: \*Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Fax number: \_\_\_\_\_

\*If you are not available during the week day, please provide a contact phone number for someone that is available and knowledgeable about the project.

Address of property to be demolished: \_\_\_\_\_

Tax ID number: \_\_\_\_\_

(available online at <http://www.co.schuylkill.pa.us/parcelviewer/>)

- A. The property must be owned by the municipality.
- B. Describe the municipality's code enforcement program. *In establishing the demolition program, the County Commissioners recognized the need to address blighted properties to improve the appearance, health and safety within local communities. However, the local communities must do their part to prevent blight by establishing and maintaining code enforcement to prevent blight.*

Attach pages as needed.

C. The anticipated cost of demolition is: \$ \_\_\_\_\_  
Attach detailed budget.

D. Attach required photographs: 1) Façade 2) Streetscape

Submitted this \_\_\_\_ day of \_\_\_\_\_, 2020 on behalf of the Borough/Township of \_\_\_\_\_.

By: \_\_\_\_\_

Signature

Print name

**RESOLUTION NO. \_\_\_\_\_**

RESOLUTION OF THE (BOROUGH / TOWNSHIP) OF \_\_\_\_\_

APPROVING SUBMISSION OF DEMOLITION REQUEST TO THE COUNTY OF SCHUYLKILL.

The \_\_\_\_\_, having met this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
(name of municipality)

in public session, has approved a demolition request to the County of Schuylkill in

the amount of \$\_\_\_\_\_ for the demolition of:

\_\_\_\_\_  
\_\_\_\_\_

The Municipal Governing Body authorizes \_\_\_\_\_ to submit the application for funding on its behalf.

Approved:

By: \_\_\_\_\_  
Chief Elected Official

Attest:

\_\_\_\_\_  
Municipal Secretary

Affix Municipal Seal