

**COALDALE BOROUGH COUNCIL
MEETING MINUTES
221/223 Third St., Coaldale, PA 18218
February 13, 2024 7:05pm**

Call to Order 7:05pm

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, Vice President Yvonne Stoffey, Mayor Eric Ramirez, Councilwoman Angela Krapf, Councilman Jacob Adamitis, Councilwoman Kim Gavornik, Councilman Francis Hutta, Councilman Wayne Figner, and Treasurer Katherine Papesh

Audience Attendance: 7 members of the public were in attendance.

Public Participation:

- Bob Demyanovich, 225 W Phillips St. Coaldale, wanted to discuss if the borough had a Chief of Police, if he had retired, if the borough had to pay anything for him, and if he gets a pension and if he is on the pension. Claire advised we do not have a Chief of Police. Solicitor Yurchak advised he is on disability retirement and receives a disability pension as far as he knows. He also wanted the status of the felony of the tires and the bleachers. Claire advised that she met with the school about the bleacher discussion, and they are trying to come to some kind of resolution. Regarding the tires, they are having issues accessing the credit card they are believed to have purchased through Kovatch is still being investigated.

Approval of previous minutes: Motion made by Francis Hutta to approve the January minutes. Seconded by Wayne Figner.

- Roll Call of Votes
 - Yes: Wayne Figner, Francis Hutta, Kim Gavornik, Yvonne Stoffey, Jacob Adamitis, and Claire Remington.
 - No: Angela Krapf.
- **Motion** passed.

Treasurer's Report/Approval of Bills:

- **Motion** made by Francis Hutta to approve the bills. Seconded by Wayne Figner and motion carried **unanimously**.
- **Motion** made by Francis Hutta to accept the Treasurer's Report. Seconded by Wayne Figner and motion carried **unanimously**.
- **Motion** made by Francis Hutta for a new resolution for Katherine Papesh to be the Administrator for Berkheimer. Seconded by Wayne Figner and motion carried **unanimously**.

Police Report: Given by Yvonne Stoffey.

- Officer in Charge, Joe Krebs, requests the cell to be removed from the jail. The cell is outdated, the light inside is glass, and there is sharp metal in some areas, so they feel as if it's a liability and concern as the State Police no longer use cells because of the liability.
- \$1077.29 money collected from District Justice Fines (\$867.29), Parking Tickets (\$125.00), Moving Permits (\$25.00), and Accident Reports (\$60.00).
- Total miles patrolled in January 2024 were 3,817.

- There were 156 calls for service conducted for the month. 19 parking tickets were issued. 22 traffic citations issued/filed. 12 non-traffic citations issued/filed. 5 criminal arrests that ranged from misdemeanor or felonies.
- **Motion** made by Francis Hutta to accept the formal resignation of Officer Anthony Houser. Seconded by Wayne Figner and motion carried **unanimously**.
- Katz Accounting agreed to do grant writing for the police department at a fee of \$50.00 per hour and that fee will be added to the grant if approved, so the borough will pay nothing. **Motion** made by Francis Hutta to have Katz Accounting do the grant writing for the police department at a rate of \$50.00 per hour and that fee will be added to the grant, if approved. Seconded by Jacob Adamitis and motion carried **unanimously**.
- There was a request for ammunition of \$500.00. **Motion** by Francis Hutta to accept the request for ammunition of \$500.00. Seconded by Jacob Adamitis and motion carried **unanimously**.
- On June 11, 2024, an officer will be attending a training which costs \$250.00. **Motion** was made by Francis Hutta to pay the \$250.00 training fee for the office. Seconded by Jacob Adamitis and motion carried **unanimously**.
- Officer in Charge Krebs requests his title be changed to Interim Chief to have more authority in regard to administrative duties. **Motion** was made by Francis Hutta to have Officer in Charge Krebs' title changed to reflect Interim Chief. Seconded by Wayne Figner and motion carried **unanimously**.
- There was discussion about the Memorandum of Understanding (MOU) to be added to the contract in regard to the \$2.00 an hour raise. **Motion** was made by Francis Hutta to add the MOU for the \$2.00 an hour raise to be added to the contract. Seconded by Jacob Adamitis and motion was carried **unanimously**.

Mayor's Report: The Police Department jail cell will be dismantled and will be looking into recommendations of what to do with it after it is removed from the Police Station. He will be looking into costs for removal and putting it back together. A permit filed for an Easter Egg Hunt for the kids at the field behind Ridge Terrace on March 23, 2024. **Motion** made by Francis Hutta to allow an Easter Egg Hunt with insurance obtained. Seconded by Wayne Figner and motion carried **unanimously**.

President's Report: Given by Claire Remington, President.

- Claire had discussed, due to issues in the past, that it has been recommended that all employees must hand over all passwords in order to receive the last check. Solicitor Yurchak will be writing this up for the next meeting.
- Claire had brought up the parking spots down on the highway and one of them has not paid for in 2 years at \$75.00 per year. It was brought up to increase the amount to \$100.00 per year. Solicitor Yurchak suggested getting stickers for the vehicles registered to park in those spots. **Motion** made by Francis Hutta to increase parking rate from \$75.00 to \$100.00 per year. Seconded by Jacob Adamitis and motion carried **unanimously**.
- Discussion was made to decrease overdraft fee to \$50.00 instead of \$75.00 or \$100.00. **Motion** made by Francis Hutta to decrease overdraft fee to \$50.00. Seconded by Jacob Adamitis and motion carried **unanimously**.
- Revised committee assignments were given. Kim Gavornik is in charge of the office now.
- Coaldale Borough was contacted in regards to financial assistance with a Department Environment Protection appeal. Action was **tabled** by Francis Hutta. Seconded by Claire Remington and action was tabled **unanimously**.
- Claire spoke with Angela at Tamaqua Transfer as the borough's contract expires 7/1/2024. She suggests we advertise for a sanitation contract. **Motion** made by Francis Hutta to advertise for a sanitation contract. Seconded by Wayne Figner and motion carried **unanimously**.
- Claire will be looking at prices for the dumpster at the Coaldale Complex. She will also be calling on Friday, February 16, 2024 and requesting the borough's tonnage reports

Secretary's Report: Given by Beth Martinico

- Schuylkill County Voter Registration contacted the borough and voting polls will be at the Coaldale Complex and the Borough Building.
- 9/11 National Memorial Trail is asking for a signed letter for support, and Claire Remington signed a page for them.
- Spring Clean up is May 25, 2024.
- There was discussion on dates for the Spring Yard Sale being on May 18, 2024 & May 19, 2024. **Motion** made by Francis Hutta to hold Spring Yard Sale on May 18, 2024 & May 19, 2024. Seconded by Kim Gavornik and motion carried **unanimously**.
- The Ethics Form, Affidavit of Residency, I-9, and Oath of Office forms are in mailboxes and need to be signed.
- The new website should be up and running by March 1, 2024.
- On January 24, 2024, T-Mobile above installation was visibly inspected and there was an Issuance of Certificate Use & Occupancy.

Solicitor Report: None

Fire Report: Given by Jacob Adamitis.

- 2 vehicle accidents, 1 mutual aid call, 6 auto? calls, 2 public service calls, 7 QRS calls, 1 EMS assist, 4 fire police assist, 2 odor investigations. 25 total calls for January 2024.
- **Motion** by Francis Hutta to accept the Fire Report. Seconded by Wayne and motion carried **unanimously**.

Code Enforcement/Zoning Report: Given by Luis Nurgon

- 23 enforcement letters were posted on February 12, 2024, giving property owners 30 days to act in regard to their violations. After the 30 days, Luis will begin his violation letter to give them another 30 days before taking the property owner to Court.
- There was an issue about 2021 Code Violation that's active today. The 2018 Ordinance was there instead of the 2021 Ordinance.

Jr. Council Report: None

- **Motion** was made by Yvonne Stoffey to add a motion to advertise on the Facebook page for a Jr. Council member. Seconded by Francis Hutta.
- Roll Call of Votes
 - Yes: Wayne Figner, Francis Hutta, Kim Gavornik, Yvonne Stoffey, Jacob Adamitis, and Claire Remington.
 - No: Angela Krapf.
 - **Motion** passed.

COMMITTEE REPORTS

Administration: Given by Kim Gavornik.

- The Treasurer's & Secretary's job description is being worked on and will be reviewed to be voted on.
- Office Hours need to be changed 10:00am-2:00pm on Tuesday, Wednesday, and Thursdays and be closed to the public on Monday and Friday's due to Katherine Papesh needing to work on bills on Mondays.
- Kim Gavornik and Luis are working on a list of every rental property in the borough and will hopefully have it by the next meeting.

- Landlord Property Owner Fee is currently \$30.00 and should be increased to \$100.00 per unit. **Motion** made by Francis Hutta to increase the Landlord Property Owner Fee to \$100.00 per unit. Seconded by Wayne Figner and motion carried **unanimously**.
- There was a curb cut for Glen Faucht for which he paid \$250.00 for but did not receive it. **Motion** made by Francis Hutta to pay Glen Faucht back the \$250.00. Seconded by Wayne Figner and motion carried **unanimously**.
- Kim Gavornik is attending the Hoop Camp in Bethlehem on February 16, 2024, and February 17, 2024, which costs \$125.00. **Motion** was made by Francis Hutta to pay for the Hoop Camp in the amount of \$125.00. Seconded by Wayne Figner and motion carried **unanimously**.

Building/Complex: Given by Francis Hutta.

- The cost to close a wall, stud it, put siding on it, and frame it to later add windows instead of tearing the whole wall apart on the second floor is to cost \$5,000 done by Expert Roofing. **Motion** made by Jacob Adamitis to allow Expert Roofing to do the above-mentioned work not exceeding \$5,000. Seconded by Wayne Figner.
- Roll Call of Votes
 - Yes: Wayne Figner, Angela Krapf, Kim Gavornik, Yvonne Stoffey, Jacob Adamitis, and Claire Remington.
 - Recused: Francis Hutta.
 - **Motion** passed.

Demolition/Grants: Given by Claire Remington.

- Claire made a phone call for a free grant to receive 10 free trees that the borough would need to plant within a week of receiving. Borough would just need to water them after they are planted.

Financing/Utilities: Given by Kim Gavornik.

- Gary Fry of Gary & Co, a CPA in Walnutport, agreed to do the audit \$6,000 for every year the borough needs an audit done to catch the borough up. Audits need to be done for the years: 2017 – 2023. **Motion** was made by Francis Hutta. Seconded by Wayne Figner and motion was carried unanimously.

Fire Company Activities: Given by Yvonne Stoffey.

- Cheesesteak Sale on March 16, 2024, Fish Fry on Good Friday, March 29, 2024, John Valby Senior/Citizen April 4, 2024, and Food Truck & Vendor Show on April 20, 2024.
- Easter Egg Hunt on March 24, 2024, at Coaldale Rod & Gun Club.

Streets: Given by Francis Hutta.

- Snow removal will be done on February 14, 2024, where corners, corners of the alleys, and the intersections will be lined out.
- Francis Hutta confirmed his trucks are licensed.
- Wayne Figner questioned who he contacts first when calling someone out to plow. Claire Remington advised it is up to his discretion, see who is available, and give Hutta & Radocha a fair share of work.
- Jacob Adamitis brought up getting cameras for the plow trucks to be hard wired or plugged into the truck to record the activity to help reduce false claims against borough trucks for damage and/or accidents. They cost about \$150.00. The content is available for 30 days and can be downloaded. It has a removable chip but there is a special tool to remove the chip. Angela Krapf advised to reach out to the union to ensure this is okay. Jacob Adamitis will do more research.

Old Business: None

New Business:

- **Motion** was made by Francis Hutta to add a motion. Seconded by Wayne Figner. Motion passed **unanimously**.

- It was brought up about the dumpster permit for contractors to be \$300 for 2 months one time per year. **Motion** made by Francis Hutta to make the dumpster permit to be \$300 for 2 months one time per year. Seconded by Wayne Figner and motion carried **unanimously**.
- Claire Remington addressed that Manilla Grove is now St. Luke's.

Executive Session: 8:24pm – 8:58pm Personnel Issues were discussed.

Motion made at 8:59pm to adjourn by Francis Hutta and seconded by Wayne Figner. Motion passed **unanimously**.

SUBMITTED BY:

A handwritten signature in cursive script, appearing to read "Bob Mautner". The signature is written in black ink and is positioned above the submission date.

Submitted for approval on March 12, 2024

