Borough of Waterford Council

 October 6, 2014 Regular Meeting

The Regular Meeting of the Waterford Borough Council was brought to order by President Judy Cline at 6:30 P.M. at the Waterford Municipal Building followed by the Pledge to the Flag, the Lord’s Prayer and a moment of silence.

**Council Members Present:** Judy Cline, Barry Pugh, Marian Burge, Karen Molitor, Jason Jack, Stephen Laskowski, and Kevin Gardner. Mayor-Justine Blose.

Borough Employees Present: Solicitor Edward Betza, Zoning Officer Harry Latta, Secretary/Treasurer Catherine Wise.

Guests Present: Doris Becker, Ken Thomas, Phil Kuhn, Sam Catania, Patrick Molitor, Roy Hayes, John Zack, Gary Marz, Gary Nelson, Tim Papotnik, Alyssa Markle.

**Previous Meeting Minutes:** Karen Molitor moved to approve the minutes of the September 8, 2014 meeting, Marian Burge seconded the motion. All voted yes.

**Payment of Bills**: Secretary Wise presented and Councilman Barry Pugh motioned for the Payment of Bills and Payroll for September 2014, Councilman Kevin Gardner seconded. All voted yes.

Karen Molitor motioned to waive the rule for public comment for non-residents for the present meeting, Kevin Gardner seconded. All voted yes.

**Public Comment**: Sam Catania from Sam Catania Painting presented council with the following proposal: to maintain the exterior of the Waterford Municipal Building free of charge for the life of his company and in exchange council will allow him to hang a 4’ x 8’sign, on the north side of the building, promoting his business. Tabled until next meeting.

Roy Hayes from RGS, along with John Zack and Gary Marz (Northwest Savings Bank) requested a Zoning Variance concerning impact fees for the expansion of the business. The business is located at 455 West 2nd Street. Council member requested that the proposal and request be written and submitted to council, at the next meeting, for review. Further discussion was held on which governing body it should be reviewed by and if storm water management was also something to consider.

**Streets Supervisor Report**: The 6th street project has been finished. Urban Engineers advised the Borough of Waterford Council to retain from paying 5% of the cost due to PennDot’s review of the HOP (Highway Occupancy Permit) which has not been closed out.

The Grant for Porter Park Bridge has been finalized. PennDot will be sending out the report for the 4th street bridge; it will be forwarded to Urban Engineers when received.

Continuing discussion was held on using cameras in the storm sewers. The oldest and worst sections will need to be located and reviewed first. The life of a pipe is approximately 30 years, plastic pipes can be inserted into deteriorating pipes before they collapse to extend the life of the system. The grates on the Storm sewers are also in need of repair. Karen Molitor motioned to employ Urban Engineers to make an initial assessment on the Storm Sewer basins with the help of Chris Kimmy. Marian Burge seconded. All voted yes.

Barry Pugh reported for Chris Kimmy (who was absent) the following: There a 2 plows which can be sold and a John Deere Snow-blower. The values will be determined, and then they may be advertised for bids or sold to another municipality. Tabled. Chris would like the following to be added to the 2015 budget: A new “Pusher” for the Backhoe, costs range from $3,695.00 to $3,995.00.

Patching of Streets: Marian Burge motioned to sign a contract with Cross & Co. for patching of streets, with a cost of $8,000.00 for approximately 65 ton of hot asphalt to be completed by November 11, 2014. Kevin Gardner seconded. All voted yes. This will replace the $3,000.00 allocated for the patching of streets at the September 10, 2014 council meeting.

The Road crew is picking up leaves at present time with the backhoe and a truck.. A water line broke by one of the Storm Drains they were fixing.

Barry Pugh motioned to reimburse Jennifer Russell-Coon the cost of acquiring a CDL license contingent on the following: The borough will only pay for 1 test. and she must work for the Borough for 1 year after receiving her CDL license and then she may submit a bill for the cost of the license. Marian Burge seconded. All voted yes.

**Zoning Officer’s Report**: The Zoning Officer, Harry Latta, presented his report. He stated that the Benny Hunt received a Demo Permit and the Building has been secured.

**President’s Report –** A meeting was held at the Municipal Building with Judy Cline and Karen Molitor from Waterford Borough in addition to Supervisors from Waterford Township and members of PennDot to discuss the proposed round-about or traffic lights at the North end of Waterford. There will be a public meeting held in November at the Fort LeBoeuf High School – Date and time to be announced. The Waterford Borough Council are remaining neutral to both plans at this time.

**Mayor’s Report – Given by Judy Cline:** Halloween Trick or Treat hours are the same night and time as the Home Football Game on October 31, 2014. Steve Laskowski motioned to change Trick or Treating for 2014 to Thursday, October 30th from 6:00 – 8:00 p.m. Karen Molitor seconded. All voted yes. The schools and newspaper will be advised on the change within the Borough. Flyers will be posted around town.

**Parks Committee** **Report:**  Judy Cline reported that J.J. Wurst will not be able to start the Park project until the end of October and the broken park bench has been removed.

Marian Burge suggested that Waterford Borough should budget funds for the removal of old trees located within the borough right-of –way. She suggested either splitting the cost with residents or having the borough remove a few trees a year depending on cost. Solicitor Ed Betza stated that the borough does not own the trees, they are owned by the property owner. The liability for trees is the home owners, although the borough can trim trees to protect the right of way. After much discussion, Marian Burge motioned to budget up to $5,000.00 for tree removal and tree replacement within the borough right of way with Policy and Procedure being developed within the next year by the Tree Commission. Karen Molitor seconded the motion. Motion tabled for further discussion.

The Parks committee was asked if the height and width of the arbors are a liability to the borough. This will be checked into with the Insurance Company.

**Building and Grounds Committee:** Steve stated that the carpet in the building has been cleaned. The drawings for the new office have not been received rom the Water Authority, as of this date. At this time, there are no plans to move the switch for the fans from inside the new office.

**Sidewalk Committee** **Report:** Councilman Jason Jacks said that the he ADA ramp drawings at 4th and High Street need updating. When the ramps are bid out the contractor will be required to comply with current ADA rules and regulations and build them accordingly, 2 to 3 contractors will be asked for quotes. Tabled.

Jason Jack also informed council that some of the alley-ways have ADA ramps and some do not. He would like to see the Borough have a standard procedure concerning the ADA ramps. At present time PennDot requires ADA ramps to be added along state roads when new construction is performed.

Gary Nelson – manager of the Fort LeBoeuf American Legion in Waterford has requested a sidewalk waiver. The American Legion would like permission to use asphalt from the road through the parking lot with lines drawn for the sidewalk, in place of installing a cement sidewalk, which would prove hazardous to clientele due to ice buildup and spring thaws. Jason Jack motioned to approve the waiver, Kevin Gardner seconded. All voted yes.

At a previous meeting council was asked about rebates for sidewalks. The Policy is still in effect. A form would need to be developed or the previous one found. The rebates were $2.00 per linear foot. A suggestion was made to waive the permit fees for sidewalks in lieu of giving a reimbursement. Tabled until further research.

**Secretary/Treasurer Report:** Borough Secretary/Treasurer Catherine Wise reported that the furniture has been ordered for the new office. Construction of the new Municipal Authority office has been started.

**Municipal Authority:** Judy Cline, Karen Molitor and Steve Laskowski attended the September meeting of the Municipal Authority. The Municipal Authority discussed the lease agreement and the new office.

**New Business/Old Business:**

Barry Pugh motioned to give a 50 cent raise to Jennifer Russell-Coon, effective the next pay period, Kevin Garner seconded. All voted yes.

An advertisement will be placed in the Erie Times to accept resumes for Snow Plow drivers for the 2014/2015 season. A CDL is required.

The ARLE Red Light Grant was reviewed. The grant is for traffic lights.

The 2015 Proposed Budget Line Items were reviewed by Council Members. The Sidewalk Committee asked for additional funds due to ADA ramps. The budget will be reviewed again at the November meeting and then advertised for final approval at the December meeting.

Kevin Gardner motioned to adjourn at 8:58 p.m., Steve Laskowski seconded. All voted yes.

Sincerely,

 Catherine Wise

 Secretary/Treasurer