

## Borough of Waterford Council

Minutes, January 4<sup>th</sup>, 2016  
Reorganization and Regular Meeting

### **Opening**

Mayor Justin Blose did the swearing in of three new council members – Jeff Horneman, Harry Latta and Tim Williams.

Mayor Justin Blose stated that this is the reorganization meeting and the Mayor presides. He then called the meeting to order at 6:31 pm followed by the Pledge of Allegiance and the Lord's Prayer. Roll call was taken by the secretary, Stacy Mattson.

### **Council Members Present**

Jeff Horneman, Harry Latta, Tim Williams, Judy Cline and Kevin Gardner. Also in attendance Mayor Justin Blose, Secretary Stacy Mattson and Streets Department personnel Dave Senger and Scott Driscoll.

### **Others in attendance**

Gary Brown, Doris Becker, Steph Cox, Ken & Hazel Thomas, Betsy Greggs, Susan Osborn, Ron Jagta, Barry Pugh, Steve Laskowski and Phil Kuhn.

### **Guest Speaker**

Amy Murdock, Erie County Planning

Nominations were then solicited by Mayor Justin Blose for President for 2016. Harry Latta nominated Jeff Horneman, Judy Cline nominated Harry Latta and Harry respectfully declined. All were in favor of Jeff Horneman as President, none opposed. Jeff Horneman is new President of Council.

Nominations were then solicited for Vice-President for 2016. Kevin Gardner nominated Judy Cline, Jeff Horneman nominated Harry Latta. Mayor Justin stated that votes would be taken as there were two nominations and would be taken in the order of nomination until there is a majority. For Judy Cline as Vice-President, Tim Williams and Harry Latta and Jeff Horneman voted "no" and Kevin Gardner

voted "yes" and Judy abstained to vote. For Harry Latta, all voted in favor and Harry abstained from voting. Harry Latta is new Vice-President of Council.

The meeting was then turned over to the new President, Jeff Horneman. Water Authority had a new nominee, but Phil Kuhn was not present.

Jeff then opened the meeting to public comment. Gary Brown asked if the Christmas tree lights were going to be taken down and Jeff affirmed they would. Doris Becker spoke, noting Beth Schaaf the librarian had retired after 27 years and the new librarian Susan Osborn was introduced and welcomed by the council. Jeff mentioned that he would like to see Beth recognized for all her service to the community and would be discussed in new business.

### **Guest Speaker**

Amy Murdock from Erie County Planning discussed the contract and the grant for the Hazel St. Bridge and the issues with the bids. She discussed the fact that the Borough was responsible for part of the project along with several grants. She discussed the options and passed out information on the scope and budget of the project and the funding. Judy discussed the complications of the project with all the different deadlines for the bids and the grants. She stated the Borough would be responsible for about \$52,000 for the project. The Borough had voted previously to commit to no more than \$20,000, hoping for more funds. Judy stated that the Borough council had voted in December not to go ahead with the project at this time. Amy stated that Matt Jonas had hoped to get \$20,000 more from the state along with about \$12,000 from Erie County Planning. Amy stated that with deadlines being passed, the project would need to be re-bid at this point. Amy discussed several options available. Amy stated that Matt Jonas has taken a new position and is no longer with Urban Engineers. Andy will be the new contact. Our contract is good through June 2016 and we need a solution by the end of June 2016. Judy and Amy suggested the new council members meet with Andy at Urban Engineers and discuss the options. Amy also mentioned the Greenaways program will be re-opened July 1, 2016 and the Borough could reapply for monies then. Judy stated the project could still be an option if the new council chooses to do so. Jeff stated that they would need to acquire all the information and along with the new council members, decide what direction in which they choose to proceed. Harry also voiced his agreement on that

statement. Harry affirmed the fact that there is no money allotted in the current budget for this and the budget would possibly have to be re-opened. Judy agreed and advised them that they have 30 days to re-open the budget.

Gary Brown spoke and said that this bridge was supposed to be a walkway and now has turned into a full-blown bridge and questioned the width of the bridge.

Jeff spoke and stated that they would meet with the new council members and go from there. Amy stated she is always available to meet with anyone and concluded her presentation, with thanks from the President.

Bill from the Water authority spoke on behalf of Phil and stated they would like to re-appoint Dave Russell to the Water Authority Council for a 5 year term.

Harry Latta motioned for Dave Russell to be re-appointed to the Water Authority and Kevin Gardner seconded the motion, all in favor. Motion carried.

Kevin motioned to accept the minutes from December 28<sup>th</sup> Council Meeting. Judy and Kevin approved of the minutes as they were on the previous council. Judy seconded the motion. All in favor, motion carried.

### **Pay Bills**

Jeff questioned the bill from Urban Engineers for \$12,000 and Judy informed him that it had been paid. Judy mentioned that bills listed have already been paid, except for bills dated today – they are in office to be signed. A discussion was held about the process of paying bills, approval, etc.

Judy motioned to pay the bills, Kevin seconded the motion. All in favor, motion carried.

### **Mayor's Report**

Mayor Justin Blose recommends Stacy start handling the website, uploading the minutes and so forth as he has been keeping it updated during the transition of secretaries. PSAB will be contacted and will work on getting Stacy involved. Discussed minutes should be approved before posting, however, the Agenda can be posted. Scott Driscoll will be considered to help Stacy with the postings.

### **Streets**

Dave Senger spoke briefly about streets duties, all going well and keeping up. Dave got a quote on the leaf machine -about \$3,000 – push off till this year. Erie Trailer did some work on it and still needs additional work. The street sweeper needs a new water pump, decided to put it off till spring. Judy spoke about the 2 missing buckets from the garage for the backhoe. Dave contacted Chris Kimmy and he stated they were there when he left. One was on the backhoe and one was in the yard. Jeff stated he wanted to hold off on contacting the insurance company or state police – he wants to assemble a Streets Committee to handle this.

New Truck update – contract signed for new truck in October and we are waiting for the dealership. Last update was it will be a couple more weeks and the red truck will be a trade-in. We are using the International right now. Stacy has the folder with all the information in her office – check is on hold – amount is going to change due to upgrades.

### **Old Business**

Discussion was held about the trees on 6<sup>th</sup> and Cherry, NW corner and 2nd St, falling limbs, etc. Quote was obtained for these trees and also trees in the park. Total was @ \$4,500. Owners are disputing their liability even though they are in the right-of-way and a dispute about ownership and being on the property line. Discussed sending letter to owners take care of or put lien on their property.

### **New Business**

Jeff discussed coming up with two more names for council members. Notice will be posted on the board for two new members to fill four year terms. Jeff suggested anybody that has any new names, they should be brought to the table. Jeff stated he wished to post meeting times for the year – 1<sup>st</sup> Monday of the month at 7pm. Any special meetings will be posted. Harry motioned to accept the meeting times, except for holidays. Kevin stated he would be late as he has a class till 7:15. Tim seconded the motion. All in favor, motion carried.

Committees – Sidewalk committee was disbanded per Judy, according to the Sunshine Laws. Decisions were left to council members. Jeff requested of Stacy a list of committees. Jeff assigned Harry Latta and Kevin Gardner to take over the Streets Committee temporarily.

Discussion ensued about the plowing policy for the fire department parking lot. 2 passes on the north side and in front of the doors. The Mayor was set up to be the liaison for this issue.

Jeff asked Judy to work with Doris Becker to come up with something in honor of Beth Schaaf's service, up to \$100.00.

New signers for checks and safety deposit box – Stacy will set up at the bank. Judy made a motion for Jeff Horneman and Harry Latta to be new signers, along with Stacy Mattson at PNC Bank. Motion was seconded by Kevin Gardner. All in favor, motion carried.

### **Public Comments**

Gary Bown discussed an issue about a house on the lake with the roof caved in. Belonging to Ed Mills, Stacy stated it was sent to the district justice. He also mentioned the VanDyke house and the house on 1<sup>st</sup> and Chestnut that was under construction and not completed. Scott said that he just extended the permit. Another citizen stated she was under the impression that we had a tree commission. Judy stated Lew Steckler was in charge of that and there is only \$100 in the budget and he is not active. Jeff said he hopes to establish a commission in the future. Steve Laskowski expressed an interest in being on the tree commission. He stated he lives on East 5<sup>th</sup> St and has a background in forestry, and has dealt with the game commission. Jeff noted his name/interest.

Doris Becker asked about looking into inventory of durable goods, and making sure every month the items are still there. Doris also questioned how executive sessions will be held. Jeff stated executive sessions are held for personnel issues and they are private, not public. Jeff stated his intent is to not disrupt a public meeting for executive session, but cannot say it will never happen, and he will do his best.

Gary Brown inquired about the burned out trailer and he was informed it was already gone.

Betsy Greggs inquired if the secretary will be present at all the meetings and if it was a requirement. Jeff stated it would be his intent to have the secretary present at all meetings. Question was raised about the tape recorder and it was pointed out that it was present and recording. He also stated it would not be a requirement to have the streets employees present.

Harry inquired if Monahan & Monahan were still our current auditors. Judy said Monahan & Monahan will send letters out next week and asked if they will still be our current auditors this year. Harry asked if an audit was done for 2015. Judy stated that is what the letters concern. A discussion was held about different types of audits, and what services they provide. Jeff will call Monahan & Monahan.

Jeff made a motion to adjourn and Judy seconded the motion. All in favor, motion carried.