

Borough of Waterford Council

Meeting Minutes – December 3, 2018

Opening

President Tim E. LaFlamme called the meeting to order at 7:00 pm followed by the Pledge of Allegiance, Invocation.

Council Members Present

Tim E. LaFlamme, Tim Williams, Judy Cline, Kevin Gardner, Jeff Smith and Tim (TJ) LaFlamme. Also in attendance Solicitor Ed Betza and Secretary Stacy Mattson

Others in Attendance

Pam Anthony, Michael Pennock, Beth Weldon and Marcia Wilking

Public Comment

Pam Anthony questioned if there is an update on the parking situation at the soccer games. Mike Pennock questioned if there is an update on the VanDyke property and Joe's Auto Parts being code-compliant. Beth Weldon mentioned Dec. 15th and the George Washington Trail and she would like Council to name a date that the back-in parking could be discussed. Beth also would like all meetings and information posted on social media. Marcia Wilking introduced herself, stating she is the District Consultant for Erie and Crawford County Libraries. She travels around and attends meetings and makes sure the libraries comply with the Pennsylvania Library Code.

Minutes

Tim (TJ) LaFlamme motioned to accept the minutes as presented, Jeff Smith seconded the motion. All in favor, motion carried.

Bills

Tim Williams motioned to pay the bills as presented, except for Dave's Auto Tow, to check on warranty. Judy Cline seconded the motion. All in favor, motion carried.

President's Report

President Tim E. LaFlamme discussed the budget and noted that after reviewing the budget, it was discovered that the crosswalk was budgeted at \$2280.00. In reality, it should be about \$600.00. This will leave us with a surplus of \$1680.00. Tim E. LaFlamme recommended that we put this in a fund called Technology Refresh. Tim (TJ) motioned to accept the 2019 budget as posted and amended. Kevin Gardner seconded the motion. All in favor, motion carried. Tim E. noted that we need a Tax Levy Ordinance, keeping the tax the same with no increase. Judy Cline motioned to accept the Tax Levy Ordinance, Tim Williams seconded the motion. All in favor, motion carried. Tim E. discussed a cost of living increase of 2% for Streets Supervisor, Borough Secretary and Borough Tax Collector. Judy Cline motioned to approve the 2% cost of living increase, Kevin Gardner seconded the motion. All in favor, motion carried. Tim E. discussed an Employee Handbook Addendum for part-time employees to be eligible for paid holidays. Kevin Gardner motioned to accept the Employee Handbook Addendum, effective immediately and Jeff Smith seconded the motion. All in favor, motion carried. Tim E. discussed reappointing Ed Betza/Elderkin Law Firm as our Solicitor and Urban Engineers as our engineers. Judy motioned to accept the reappointments and Tim (TJ) LaFlamme seconded the motion. All in favor, motion carried. Tim E. noted that we will be needing a new accounting firm, as our current accountants are too busy to accommodate us. Stacy and Tim E. will present a new accounting firm recommendation in January, after some research. Tim E. mentioned the new schedule for the 2019 meetings and asked for suggestions for the meeting time. It was decided that they would be held at 7:00 pm. Jeff Smith motioned to accept the schedule for the 2019 meetings to be held at 7:00 pm. Judy Cline seconded the motion. All in favor, motion carried. Tim E. then presented to Council a Resolution for Street Lighting, authorizing us to deposit County Aid Funds in our General Fund to pay for street lighting. Judy Cline motioned to pass the resolution, Tim (TJ) LaFlamme seconded the motion. All in favor, motion carried.

Streets

Vice-President Tim Williams introduced our new employee Kyle Taylor. Kyle was commended for the good job he did plowing after only one week on the job and by himself. Tim Williams mentioned the Ford F550 was in for repair and covered under warranty. Tim Williams also mentioned the bermer we purchased from Fairview Township. Tim W. also mentioned the alley between Chestnut and East St. Discussion was held and it was decided that the resident has a legal right to

drive on the alleyway. Tim Williams then discussed the "daylighting" of Circuit St., noting that it has been surveyed and the resident will be notified first. Tim E. questioned if Kyle had pursued his permit for his CDL. Tim Williams stated that Garry Sargent was handling this. Tim (TJ) LaFlamme motioned to approve the tree trimming along Circuit St. for an amount up to \$4000.00 from Chestnut St. to Benson. Judy Cline seconded the motion. All in favor, motion carried. Tim E. mentioned that Justin is sending a letter to Jessie Fiske concerning Joe's Auto Parts. Dave stated that Jessie is planning to do some roof removal this winter. Solicitor Ed Betza stated that we need to advertise the Tax Levy Ordinance for a minimum of 7 days, before Dec. 31, 2018 and a minimum of 4 Council members need to approve this calendar year, after the seven days of advertising. A special meeting will need to be held and also advertised. Monday, December 17, 2018 a Special Meeting will be held for the purpose of passing the Tax Levy Ordinance.

Jeff Smith motioned to adjourn the meeting, Tim (TJ) LaFlamme seconded the motion. All in favor, meeting adjourned at 7:42 pm.