

Waterford Borough Council Meeting Minutes –January 10, 2023

Board Members Present

Jeff Horneman, Steph Fetzner, Garry Sargent, Michele Horneman, Jessica Dorman and Tim LaFlamme. As well as Borough Solicitor Ed Betza, Mayor Cody Breon, Zoning Officer Lindsey Ethridge and Rosalie Ciukaj.

Others in Attendance

Chief John Orr, Ron Jagta, Gary Brown, Rod Monroe, Carol LaFlamme, Former Mayor Chad French and Joshua Castano.

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

Public Comment

Gary Brown was present to ask about any dredging plans for the lake, talk about the needs for and possibilities for a boat launching dock, possibility of having dead trees dropped on the south side of Porter Park for an approx. cost of \$1,400 and about the speed limit concerns on West 3rd Street. Garry Sargent commented that we would have the public works team work with Garry on the topics he raised.

Lindsey Ethridge reported that 2nd street property is requesting time to clean up the property, looking for a four to six month extension on the thirty day deadline that was given. Boro Solicitor saw no legal restrictions in granting an extension. Will pursue a possible extension for a June 30th deadline for the cleanup. She is also looking for the storage container ordinance and a date on it.

Joshua Castano was present to talk about the street worker position and defend himself concerning an issue. He reported his feelings on issues that occurred between him and the Public Works Supervisor Shane Patterson since Josh started working for the boro in December.

Chief Orr presented a detailed analysis of the Fire Department's 2022 calls (768 total). Received two grants from PA (\$15,000 & \$10,000) – one from the fire side and one from EMS side. Also recently applied for another EMS grant. He also inquired about the boro's 2022 \$15,000 general donation, when can it be released. He then asked when would any 2023 donation be released. Looking for a letter stating the fireman's worker's comp insurance will cover a paid SHC EMT. Michelle will research.

Minutes

Garry Sargent motioned to approve the December minutes as presented. Second by Jeff Horneman. Motion passed unanimously.

Jeff Horneman motioned to approve the December special meeting minutes as presented. Second by Garry Sargent. Motion passed unanimously.

Bills

Garry Sargent moved to pay the bills as presented, excluding the reimbursement to Cindy Kreider and adding the December Historical Society bill. Seconded by Jessica Dorman. Motion carried. Note the Historical Society bill from December was for Christmas wreaths.

President's Report

President LaFlamme reporting

- Budget has been set and will need to be entered into Quickbooks before we can do P&L reports
- Presented 2023 Committee Appointments as follow:
 - Community Relations: Jessica, Jeff
 - Mission Main Street Grant: Tim, Steph, Melinda Myers, Brian Hennessy
 - Parks: Beth, Jessica
 - Personnel: Michelle, Steph
 - Public Works: Garry & Jeff (co-chairs), Michelle
 - Sidewalks: not needed in 2023 since program was suspended.
 - Shade Tree Commission: Beth
 - Erie County Association of Boroughs (ECAB) Representative – Jeff Horneman
- Presented 2023 position appointments:
 - Secretary/Treasurer/Open Records Officer: Rosalie Ciukaj
 - Emergency Management Coordinator: Harry Latta
 - Borough Solicitor: Ed Betza / Elderkin Law Firm
 - Borough Accountant/Auditors: Maloney, Reed & Scarpitti
 - Borough Engineers: Urban Engineers
 - Borough Inspectors: Construction Code Inspectors (CCI)

Jeff Horneman motioned to appoint 2023 positions as presented. Seconded by Michelle Horneman. Motion carried.

- Tim reminded council members that non board members are eligible to be appointed to committees.
- ECAB meeting Wednesday January 18th, American Legion, Jeff & Tim will be attending
- Lindsey is working on scheduling a joint information session between council, the township supervisors and the Erie County representative Jessica Horan-Kunco and John Grappy to review options on building a community development plan.

Mayors Report

Mayor Breon reporting:

- What is the process to get Lindsey's raise enacted
- He heard that Gary Brown might be interested in code enforcement;
 - Boro Solicitor Betza reported that if the boro wanted to do this that they have two options: Gary can volunteer his time or we pay at least minimum wage. Either way if appointed by council then the Mayor would swear Gary into office.

Garry Sargent moved to appoint Gary Brown as a code enforcement officer on a volunteer basis. Seconded by Michelle Horneman. Motion carried.

- There is a Snowman building contest presented by the Kiwanis' on Saturday January 21st.

Lindsey Ethridge submitted a summary report of December activities for the Zoning and Code Enforcer. Question on what appears to be construction on a building at the north east corner of North Park Row & High Street but no permit posted in the window. Lindsey will check into it.

Public Works

Garry Sargent reported

- A few pieces of equipment needed to be fixed and has been done.
- In winter mode basically just waiting for snow.

Parks

- Cindy's reimbursement request – question on the oversight / reconciliation process for invoices submitted. Typically, the Parks committee reviews these, validates and authorizes it. In Judy's absence this did not yet happen. We will review these for approval.

Community Relations

Jessica reported:

- Questioned if she could reach out to Susan Osborn to be part of this committee. Yes, please do.

Mission Main Street Grant

President LaFlamme reporting

- Filed the final report on time. Basically, the program has \$62,000 that went unspent but was committed.
- ECGRA offered an extension for those awardees to potentially September 30th.

Shade Tree Commission - No report

Old Business

Topic of ARP money for a tax payer refund. Solicitor reporting – paraphrasing – it won't work in the simplistic way of just writing checks to each tax payer. One option would be to spend the money on ARP approved items, which lowers the tax requirements. We could then lower taxes for one year but taxes would resume normal levels the following year. Ed strongly suggested it be clearly communicated well in advance if we do any tax reductions. Ed sees no authority to write stimulus checks under the current regulations.

New Business

Garry Sargent moved and Steph Fetzner seconded to adopt the 2023 regular meeting dates as follows: January 10th, February 14th, March 14th, April 11th, May 9th, June 13th, July 11th, August 8th, September 12th, October 10th, October 24th (2024 budget work session), November 14th and December 12th with all meetings starting at 7 pm in the borough building. Motion Carried.

Garry Sargent reported that our Boro garage was broken into between Thursday night and Friday morning. There appears to be nothing missing. PA State Police engaged. The team is checking local cameras.

Michelle Horneman moved to release the 2023 Fire Department budget allocation of \$15,000. Seconded by Jessica Dorman. Motion carried.

Council went into executive session at 8:23 pm to discuss personnel issues.

At 9:12 the regular meeting reconvened.

Jeff Horneman motioned to increase Lindsey Ethridge's pay effective January 11, 2023, to \$18 per hour. Seconded by Michelle Horneman. Motion carried.

Jeff Horneman motioned for adjournment. Seconded by Michelle Horneman. Motion carried

Meeting adjourned at 9:13