

**REGULAR MEETING OF WELLSBORO BOROUGH COUNCIL**  
**March 14, 2011**

Council President Joan Hart called the regular monthly meeting of the Borough Council for the Borough of Wellsboro, Pennsylvania, to order with a quorum of six members present at 6:00 p.m., Monday, February 14, 2011 in the council room of the John E. Dugan Fire Station Municipal Building, 28 Crafton Street, Wellsboro, Pennsylvania.

**PLEDGE TO FLAG-** The pledge of allegiance to the American Flag was given by all present.

**ELECTED OFFICIALS:**

The following elected officials of the Borough of Wellsboro were present

Mayor James Daugherty

First Ward Council Member- Michael Wood

First Ward Council Member- Rudolf Scharf

First Ward Council President- Joan Hart

Second Ward Council Member- John Sticklin

Second Ward Council-Vice President- John E. Wheeler

Second Ward Council Member- Terry Bryant

**APPOINTED OFFICIALS:**

The following appointed officials of the Borough of Wellsboro were present

Superintendent of Public Works- Mark Dieffenbach

Superintendent of Water & Sewer Plants- Daniel Brought

Police Chief- Jim Bodine

Secretary/Treasurer- Susan Keck

Assistant Secretary- Florence Martino

**PRESS:**

Wellsboro Gazette- Natalie Kennedy

Williamsport Sun-Gazette- Bryan Robinson

**VISITORS:**

John Coleman – Caulkins Lane

Andrew Harding- HARB Chairman

**MINUTES-** Council Member Bryant made a motion to approve the minutes for February 14, 2011, seconded by Council Member Wheeler motion carried 6-0.

**HARB RECOMMENDATION-** Mr. Harding informed the Council, the HARB Committee had met on March 8<sup>th</sup> and heard a request from the First Presbyterian Church located at 130 Main Street to replace all of the shingles on the church roof. Mr. Harding said at the present time the shingles do not match and they are planning to replace the entire roof. Mr. Harding said the first color the church presented was an acceptable color, matching the church building. The HARB Committee approved the request and would ask Borough Council to approve the recommendation of HARB. Council Member Sticklin made a motion to approve the HARB recommendation, seconded by Council Member Wheeler, motion carried 6-0.

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There was a second submission from AMO for a sign permit, however they were not at the meeting. Mr. Harding contacted the representative and asked they attend the meeting on April 5<sup>th</sup>.

Council Member Scharf thanked Mr. Harding for serving as chairman on the HARB Committee.

**MAYOR'S REPORT-** Mayor Daugherty reported it had been a busy time for the police department. The borough had a couple of large snowstorms, which created traffic issues.

**CENSUS REPORT-** Mayor Daugherty reported the census report for 1/1/2005 to 12/31/2009 is in the council packets, it does not include the last two years of changes in the area. It shows the population of Wellsboro at 3253 and shows more women than men.

**CHIEF OF POLICE-** Chief Bodine said the month was very busy for the department with an increase in vehicle stops.

Council Member Scharf asked Chief Bodine if the officer had any information of the truck traffic seminar. Chief Bodine stated the training would take place the end of this month. Chief Bodine said it would address large size loads and inspecting trucks as they come through the borough.

**SUPERINTENDENT OF PUBLIC WORKS-** Superintendent Dieffenbach said the last four weeks; the crew did a lot of snow removal.

**BROWNLEE WATER SUPPLY-** Superintendent Dieffenbach informed the council the crew was also working out at Brownlee we found some loss water and repaired some water leaks, which helped us; maintain the level at the reservoir. At this time we are ~~unable~~ to pump from Hamilton Lake.

**PLANT SUPERINTENDENT-** Dan Brought requested a meeting with the Administrative Committee to review some applicants for the wastewater job. Council President Hart said Council would set up a meeting. The Administrative Committee of Council decided on Tuesday, March 15<sup>th</sup> at 2:00 p.m.

**SECRETARY/TREASURER REPORT- RATIFY PAYMENTS OF BILLS FOR 3/2, 3/3 & 3/10<sup>TH</sup> 2011-** Council Member Bryant made a motion to approve the bills, seconded by Council Member Wood, motion carried 6-0.

**FINANCE COMMITTEE REPORT-** Secretary Keck asked Council for a motion to approve the recommendation by Council Member Scharf to establish a policy to keep \$100,000.00 in the General Fund and move the remaining real estate revenue to the Northwest Bank Investment Fund where the borough receives a higher rate of interest. Council Member Wood made a motion to approve the recommendation, seconded by Council Member Bryant, motion carried 6-0.

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Secretary Keck informed the Council the Borough had received a check for \$9,000.00 from the Principal Financial Group and had opened a new PLGIT Water Exploration account with the money.

GRANT AWARD- Secretary Keck informed the Council she had received word from Mrs. Fisher at Representative Bakers office, the grant award was a reimbursement grant only, and was for expenses already paid. Secretary Keck said at this time the borough has spent \$289,877.61. Secretary Keck said the borough could ask for a change of scope since the grant is open until June 2011. Secretary Keck said she has already started filling out the paperwork for a change of scope for the balance of the grant.

ENGINEER & HYDROGEOLOGIST REPORT & CORRESPONDENCE- Secretary Keck said the reports are included in the packets.

PA. DEPT. OF TRANSPORTATION NOTICE OF BRIDGE INSPECTION DUE DATES- Secretary Keck said Superintendent Dieffenbach gets the reports regularly, and is on top of these dates and the inspection. Council Member Scharf asked if the borough is responsible for bridges over 20'? Superintendent Dieffenbach said the borough is responsible for all bridges, however bridges over 20' are included in the program. The borough only needs to budget for bridges less than 20' and Larson Design does the inspections for these bridges.

PA. FISH & BOAT COMMISSION WIDENING NESSMUK SPILLWAY- Secretary Keck informed the Council the Fish & Boat Commission is widening the spillway to meet better safety regulations. At the top of the dam it will be 2.2' and widening the spillway 40'. Secretary Keck spoke with Jason Anderson and due to the lake being in the township, he didn't need anything more from the borough. He noted the borough had responded to his correspondence.

LYDA PROPERTIES CORRESPONDENCE ON KIMBALL ALLEY DRAINAGE PROBLEMS- Secretary Keck informed the Council, Lyda Properties had wrote a letter requesting the Borough move up the storm sewer project in the Kimball Street Alley leading from behind Garrison's to Crafton street. Mr. Zavetsky said in the letter, the State store building added heat tape to the gutter, however the frozen water lays in the street. Superintendent Dieffenbach said he has spoken with the gentlemen and the borough needs to connect the waterspouts to the storm water line. Superintendent Dieffenbach said in 1998 or 1999 the borough ran a storm drain up Roy Alley from Waln Street to Crafton Street. The borough has kept salt on this alley all winter to help with the ice. The borough needs to tell the store owners to have heat tape in the rain gutters, and the borough will need to budget to connect the drains to the storm water system and it needs to go up to the Cox's building. Superintendent Dieffenbach said this is the last alley in town and it needs to be addressed. Council Member Bryant asked Mark to get an estimate on the cost for the new line. Superintendent Dieffenbach said the borough could get a line in and use ductile iron so the owners could tie into the line.

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AMERICAN RED CROSS PARKING CONCERNS- Nancy Shultis wrote concerning parking issues in Wellsboro. Council Member Bryant said the borough does not want long term parking on Main Street, we want Main Street for the customers to be able to come and go. Council Member Bryant said on the side streets and the parking lots we have longer term parking area. Council Member Bryant said Denney Electric has a parking lot with spaces to rent. Council Member Scharf said there are places to park for free however a person would need to walk a short distance to get to work. Council Member Bryant said the quarter meters are going in however the terms of the meters are not going to change. Council Member Wood said he walked downtown one-way last week; there were 28 cars parked with no money in the meter and 6 cars with money in the meters. Secretary Keck will write a letter to Nancy Shultis concerning the parking issue.

EMS BOILER BIDS- Secretary Keck informed the Council, she had hoped to receive 2 or 3 bids however she had not received any bids. She had heard from Warren Berg and he is not going to submit a bid. Council President Hart said we would need to re-bid the boiler.

ADDITIONAL MODIFICATIONS & LOBBY RENOVATIONS AT PENN WELLS LODGE- Secretary Keck explained they need to make a few changes to the plan previously presented. The proposed lobby and porte-cochere have been moved/expanded. The lobby has been expanded as a result of structural issues in the basement of the existing lodge, which requires relocation of the porte-cochere. The lobby expansion has also required the loss of six rooms from the existing lodge. To compensate for this, four suite rooms in the proposed four-story lodge addition have been exchanged for eight standard double queen rooms, this increases the gross number of rooms in the addition to 40. The change in room count and the proposed lot meets the required number of parking stalls one for each room (89) and one for each employee for max shift (5). The total number of stalls provided is 94, which is the same number proposed in the previous submission.

A new stair section has been added to the project as a result of the removal of the overhead walkway, which tied the two existing lodges together. The removal of the walkway was discussed previously in the land development process, in the context of providing a convenient route for sanitation trucks to access the dumpsters in the back corner of the property as well as easier access for emergency personnel. The site plan now fleshes out the stairs required to provide two points of access to the second floor of the existing back lodge building in conformance with building code requirements.

As a result of all of the changes the storm water has been analyzed and an orifice invert change would be required for the Stormtech System #1 to ensure the post-development peaks are equal or less than the pre-development peaks.

Secretary Keck said the borough engineer has reviewed and approved all of the changes. Council Member Sticklin said the drawing shows the driveway is paved over the sidewalk. Council President Hart said the ordinance does not allow anyone to pave over the sidewalk. Superintendent Dieffenbach said the borough would be installing a water

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line up the center and would not allow the lodge to pave over the sidewalk. Council Member Sticklin made a motion to approve the plan as presented with the condition they not pave over the sidewalk and concrete is put back into the sidewalk, seconded by Council Member Wheeler, motion carried 6-0.

**COMMITTEE REPORTS:**

**GENERAL GOVERNMENT-** Council Member Scharf informed the Council the borough has hired one employee for the Public Works Department to replace Mike Pierce. Council Member Scharf said tomorrow they have a meeting to review applications for the position at the Sewer Plant.

**REQUEST TO CUT DOWN ON TRAVEL-** Council Member Scharf requested the department supervisors try and reduce the amount of travel by borough vehicles, due to the high price of gasoline. Council Member Scharf requested supervisors keep track of the expense with the amount budgeted for 2011.

**PUBLIC SAFETY COMMITTEE-** Council Member Wheeler said the committee met with residents on Bache Street and the recommendation is to keep it the way it is. Council Member Bryant said the owners of the rental houses would work on creating more off street parking. Council Member Scharf made a motion to accept the recommendation, seconded by Council Member Bryant, motion carried 6-0.

**STREET LIGHT CRAFTON & PEARL STREETS-** Council Member Wheeler said the committee reviewed a request for a streetlight at the intersection. He stated there is a light there, however currently it hangs over the parking lot for the fire department. The recommendation is to have it changed so it hangs more over the street, which would allow for more light on the buildings located along by Mama's Mug. Council Member Bryant said they were trying to address safety issues in the area.

**HAMILTON LAKE-** Council Member Sticklin informed the Council the dock is lifted up due to all of the water. When we put the risers in, Council Member Sticklin said he made the statement, the water would never get this high and now it is.

**EXECUTIVE SESSION-** For legal issues, 6:40 p.m. ended 6:54 p.m.

**ADJOURNED 6:54 p.m.**