

WELLSBORO BOROUGH COUNCIL

August 8, 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, August 8, 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:** Chairperson for HARB Committee - Andrew Harding

**MINUTES-** Council Member Sticklin made a motion to approve the minutes for July 11<sup>th</sup> & July 13<sup>th</sup> 2011, seconded by Council Member Wheeler.

**MAYOR'S REPORT-** Mayor Daugherty requested an executive session at 6:08 p.m. for two personnel matters with action to follow.

Executive session ended.

**CHIEF OF POLICE--** Chief Bodine read a letter of resignation from Officer Joshua Bell stating he would resign from the Wellsboro Police Department on 8/10/2011, stating the reason for the resignation is due to seeking employment with another police department and for personal reasons which were not duty related. Council Member Bryant made a motion to accept the resignation, seconded by Council Member Sticklin motion carried 6-0.

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Chief Bodine informed Council that Chad Boyce had been hired as a part-time officer and is on the Civil Service list. Chief Bodine requested Chad Boyce be hired as a full-time officer to replace Joshua Bell. Council Member Sticklin made the motion to approve the request upon the recommendation of Chief Bodine, seconded by Council Member Wood, motion carried 6-0. The date of hire should be August 11, 2011.

BLOCK PARTY- Chief Bodine said the Block Party was a very well attended event and Attorney Tom Walrath and he were both participants in the dunk tank.

CLASSIC CAR CRUISE IN- Chief Bodine said the event was held on Crafton Street and it was well attended and there were no incidents during the event.

INCIDENTS- Chief Bodine said the case loads are increasing as well as the alcohol related cases.

**SUPERINTENDENT OF PUBLIC WORKS-TRAFFIC SIGNAL TIOGA & CHARLESTON STREET INTERSECTION-** Superintendent Dieffenbach reported the underground work has been completed. He has two excellent probation workers, one has been weed whipping all over town. He has been at the reservoir, Brownlee, and some of the streambeds

CHARLES STREET- Superintendent Dieffenbach said the crew drilled the holes and set the sleeves in for the Charles Street parking. Al Evans shot the lines in for the spaces, and the six double head meters are on order. Council Member Scharf asked about curbing on Charles Street. Superintendent Dieffenbach said Charles Street would be on the street list for next year.

CHARLESTON STREET- The crew took care of a drainage problem on Charleston Street. Superintendent Dieffenbach said he had contacted Lundy, Priset and Ackley and bids will be forwarded to this office to help the property owners determine who they would have pour the sidewalk portion. Bob Lundy will be in town on August 17<sup>th</sup> or 18<sup>th</sup> to begin the curbing.

DUNKIN DONUTS HYDRANT- Superintendent Dieffenbach said the lateral had been replaced. He thanked the Chief of Police and Mayor Daugherty for their assistance in maintaining a safe working area during the project. Council Member Scharf said it was nicely barricaded. Council Member Bryant said there are 20,000 cars a day in that section of town, and he requested Superintendent Dieffenbach thank the crew for a job well done.

TIOGA STREET HYDRANT- Superintendent Dieffenbach said the crew offset the hydrant lateral today and will set the hydrant tomorrow in front of Scott Fay's. They will have this hydrant and the one in front of Dunkin donuts working tomorrow.

PENN WELLS MOTEL EXPANSION- Superintendent Dieffenbach said the hot tap would be done on September 6<sup>th</sup> and 7<sup>th</sup> after Labor Day. Superintendent Dieffenbach

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said he would need the assistance from Chief Bodine moving the traffic to the center lane.

**SIDEWALK PROGRAM-** Superintendent Dieffenbach said they are working on sidewalks around town. Bache Street had 60' for Denny Bliss, a couple blocks for Jim Paxson, Hastings Street had 16' for Frank Willard, West Avenue had 138' of sidewalk, Meade Street 82', and 85' on Grant Street.

**AUSTIN STREET-** Superintendent Dieffenbach informed the Council he had a request clean out a ditch the borough owns on Austin Street. The homeowner has a deed which said the borough will maintain overflow brook. Superintendent Dieffenbach said while they were cleaning it out they cracked a couple of sidewalk blocks so they needed to replace the blocks

**BODINE STREET-** Superintendent Dieffenbach said upper Bodine Street has been graded however it does need some gravel and they graded upper Meade Street to the ball field and applied millings.

**WELLSBORO JUNCTION-** The waterline has been re-located and Scott Bray said the contractor had done a good job. The foreman said he would write a critique of what they had done and how every step had been preformed.

**MAIN STREET-** Council Member Wood asked Superintendent Dieffenbach why the road was heaving. Superintendent Dieffenbach said he had Penn Dot come down and look at it and said they had no answer. Al Garrison said Penn Dot would have someone come down and level it off.

**DEANE CENTER-** Council Member Scharf asked if they chose not to change the water line. Superintendent Dieffenbach said it would be changed in phase two, off from Central Avenue.

**PLANT SUPERVISOR-** Dan Brought thanked Mark Dieffenbach for carrying out his duties while he had been on vacation.

**KECK WELL-** Dan Brought reported the testing is going on daily.

**CLARK WELL-** Dan Brought reported last week the pump went down. He had it pulled out today and it should be back in on Thursday; up and working. The Coudersport Well Drilling Company got the pump out and gave some pointers on keeping it operating. They sleeved the pump and will draw the water from the bottom which draws the water over the pump to keep the motor cool. Superintendent Dieffenbach said the pump runs 24/7 it is a good water quality well and the Pump House well is another good water source.

**WASTEWATER PLANT-** Dan Brought said they are still making sludge.

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**HARB REPORT-** Andrew Harding said the committee had three applications:

**FIRST HERITAGE BANK-** Plans to replace the railing along the drive thru. The color will be beige to match the building.

**WELLSBORO CHAMBER OF COMMERCE- BIKE RACKS-** Andrew Harding said the Chamber has two sites for the racks the first location would be the corner of East Avenue and Pearl Street near the First Citizens Bank, the second site is the corner of Queen Street and Main Street at the Northwest Drive-in Bank, and the third site is not yet determined however may be located near the Tioga County Court House on Main Street. Andrew Harding said the racks would be cemented in the ground.

Council Member Bryant asked if there was still an ordinance banning bikes and skateboards on Main Street. Superintendent Dieffenbach said the stamps on the sidewalks were not legal. Mayor Daugherty said they need signs to be legal. Council Member Bryant said there are a lot of bikes and skateboards on Main Street and they have knocked down pedestrians on the street.

Council Member Sticklin asked if a hilde fastening for the bike racks would be better than the concrete. Then if you would decide to re-locate the bike racks there wouldn't be any concrete. Andrew Harding asked Secretary Keck to request the Chamber not concrete the bike racks however to hilde the racks to the locations.

Third application was from Century 21 however was not complete and requested that be reviewed at another meeting.

Council Member Bryant made a motion to approve the two applications, seconded by Council Member Sticklin motion carried 6-0.

**SECRETARY/TREASURER'S REPORT-RATIFY PAYMENTS OF 7/27<sup>TH</sup>, 28<sup>TH</sup> 29<sup>TH</sup> & 8/3<sup>RD</sup> of 2011-** Council Member Sticklin made a motion to approve the payments, seconded by Council Member Wheeler motion carried 6-0.

**FINANCE COMMITTEE REPORT 4 ITEMS-** The Wellsboro Municipal Authority recommended moving forward with the pilot study and apply for a change of scope. The existing LOC has \$223,000.00 available. Council Member Wood asked what the Authority would need \$223,000.00 for. Council Member Bryant said he would make a motion to use \$50,000.00 to \$60,000.00 to complete the pilot study, seconded by Council Member Wood motion carried 6-0.

Council Member Sticklin made a motion to approve a budget amendment to transfer \$6,000.00 back into the Sewer Revenue account from the Sewer Retrofit account to cover a shortfall due to the additional Social Security, Medicare and Unemployment expenses. This was seconded by Council Member Wheeler and carried 6-0.

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To the request for the Highway Committee to consider the purchase of a (used) grader, Council President Hart tabled this request until after Mark met with the Street Committee.

The Finance Committee recommends that bulk water sales from the Shop hydrant be deposited into 06.378.3900 Other Revenue in the Water Revenue Account. Council Member Bryant made a motion to approve the request, seconded by Council Member Sticklin motion carried 6-0.

ENHANCEMENT COMMITTEE- Secretary Keck informed Council the Enhancement Committee request the Council consider purchasing 50 parking meter sleeves at a cost of \$61.60 each for an approximate total cost of \$5400.00 to cover the meters on Main Street. The Enhancement Committee would then submit a grant to have the entire towns' parking meters covered with the sleeves. Secretary Keck also said that an additional 30 to 50 replacement flag holders are needed. This idea was discussed at length until Council Member Bryant asked for a roll call vote. Secretary Keck asked if Council would be in favor of spending \$5,500.00 for 25 post and sleeves:

Council Member Scharf- installed 25 Yes	Council Member Wood-No
Council Member Hart- Yes	Council Member Wheeler- Yes
Council Member Bryant- No	Council Member Sticklin- No
Mayor Daugherty- No	Motion denied 4-3

Council Member Bryant made a motion to replace flag holders as needed up to a price of \$25.00 each, seconded by Council Member Sticklin motion carried 6-0.

CONSIDER ADVERTISING NOTICE OF INTENT TO ADOPT SIGN ORDINANCE AMENDMENT- Secretary Keck said this would prevent any more moving or flashing signs within the borough. Secretary Keck said this would require an amendment to the zoning ordinance. Council Member Bryant made a motion to advertise notice of intent to adopt the ordinance amendment, seconded by Council Member Wood motion, carried 6-0.

CONSIDER AUTHORIZING WRIT OF EXECUTION FOR BULLOCK PROPERTY LOCATED ON WALNUT STREET- Secretary Keck asked the Council if they wanted the lawyers office to proceed with a writ of execution. She explained the borough has a judgment on the property for \$8,538.35 for unperformed maintenance. Secretary Keck said the borough would have to pay the Sheriff's office fees and they would be reimbursed from the sale of the property. Mr. Bullock had had 90 days to begin to bring it up to code, and that was after two years of trying to locate him. Council Member Bryant made a motion to proceed, seconded by Council Member Sticklin; motion carried 6-0.

CONSIDER ADOPTING PLANNING COMMISSION'S COMP. PLAN SECTION 1 THROUGH 5- Secretary Keck asked if the Council would adopt the updated sections 1 through 5 as presented. Council President Hart explained the last time the plan had been

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updated (1974) it was presented to Council in book form and was never approved. She recommended that sections be presented to council for approval as the sections are completed. Council Member Sticklin said the single family homes are being broken up into multiple homes. Secretary Keck said the current ordinance states two family homes are permitted in all districts, yet at this time a three family home is not addressed. Council President Hart said parking becomes a problem when there are more than two apartments. Secretary Keck asked that the Council members get with her with their comments and recommended the issue be tabled until she can write up the concerns of the Council members.

**SIDEWALK AT PIZZA HUT-** Secretary Keck informed Council there will be an 8" thick concrete which will be stamped with the brick look and stained with the brick color. Council Member Scharf requested a letter of thanks be sent to Representative Baker and also Senator Scarnatti.

**CONSIDER MUNICIPAL PAY OFFER-** Secretary Keck explained a new system to collect water/sewer payments. Municipapay has expanded their business and is offering our Borough have Municipapay be a link on our website. Then customers could bring up their accounts and pay their water/sewer bills online. Secretary Keck said there is a fee for the customer however no fees for the borough. Council Member Wood made a motion to approve the request, seconded by Council Member Wheeler motion carried 6-0.

**ESTABLISH FALL CLEAN-UP & COMMUNITY YARD SALE-** Mayor Daugherty said Halloween will be held on October 29<sup>th</sup>. Superintendent Dieffenbach said Clean-Up week would be from October 24<sup>th</sup> to the 28<sup>th</sup> with the Community Yard Sale being held on October 22<sup>nd</sup>.

**CONSIDER LOCKING IN GAS PRICES UNTIL AUGUST 2012-** Secretary Keck explained the Council could lock in the gas price for three, six, nine months or one year. Council Member Sticklin made a motion to lock it in for a year at \$7.55, seconded by Council Member Scharf motion carried 6-0.

**CONSIDER ADOPTION OF RESOLUTION TO APPOINT FEMA AGENT-** Secretary Keck informed the Council FEMA has declared a disaster from the storm on April 25<sup>th</sup> – 28<sup>th</sup> for five counties. FEMA will pay 75% of the damages which occurred during those days. We have identified three or four areas that had damage from the storm. Secretary Keck said she has met with the FEMA people and will be meeting again this coming week, she said there is paperwork that needs to be filled out. Secretary Keck requested Council designate her as agent to present the paperwork. Council Member Sticklin made a motion to appoint Secretary Keck as the agent for the borough, seconded by Council Member Wood motion carried 6-0.

**NORTHERN TIER REGIONAL PLANNING & DEVELOPMENT GRANT-** Secretary Keck said the borough has received the grant for the computer hardware in the amount of \$580.00 this was deposited into the account where the purchase had been paid from.

**ADJOURNED 7:30 p.m.**