

WELLSBORO BOROUGH COUNCIL

September 12, 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, September 12, 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

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:

Ron Bowers

John Coleman

Kevin Connelly

MINUTES- Secretary Keck stated on the minutes for 8/22 on page 4 the third paragraph stated the total due is \$11,000.00 and some change the exact amount is \$11,196.75. The second change is on the 8/22 minutes page 2 in the section purchase of police car, it should read would be ordering the new police car. Council Member Wood said he also had a correction on the 8/22 minutes page 6. He said the minutes should read the last time Wellsboro had a borough manger the borough had a population of 1500 additional people from what they have now. Council Member Sticklin made a motion to approve the minutes with corrections, seconded by Council Member Wheeler motion carried 6-0.

HARB ACTION- Council Member Bryant presented the application. He explained to Council the Century 21 sign and said the HARB members had worked with Century 21 on the colors and font and do recommend approval. Council Member Sticklin made a

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motion to approve the application, seconded by Council Member Wheeler: motion carried 6-0.

CHIEF OF POLICE- Chief Bodine reported the department had another active month, with several investigations on each officer's desk. Overtime is increasing with in depth investigations and court time. He requested a meeting with the Police Committee to inform them of everything that is occurring and make some recommendations for more help if it continues.

BUS ACCIDENT- Chief Bodine reported no one was injured in the recent accident. He wanted to commend the Fire Department, Officer Deveney, the school staff and the hospital for a job well done.

INTERSECTION SIGHT DISTANCE- Chief Bodine requested a meeting with the street committee of Council to discuss the removal of one parking space at each intersection so motorist can have a better view.

HALLOWEEN PARADE- Chief Bodine stated the parade would be held on October 29th.

NATIONAL DRUG TAKE BACK PROGRAM- Chief Bodine said the program will be held again on October 29th from 10 a.m. to 2 p.m. at the Wellsboro High School.

SUPERINTENDENT OF PUBLIC WORKS- Superintendent Dieffenbach reported the crew has been doing some street repairs, patching, ditching and spreading of millings. The paving crew is in town and finished American Street today. They will be working on Grant Street this evening. Superintendent Dieffenbach thanked Chief Bodine for the assistance his department gave the road crew.

Dan Brought reported the crew had installed four or five catch basins on Antrim Street, Purple Street and Horseshoe Hill.

Superintendent Dieffenbach said the crew had done some hot patching on King Street, Ives and Fischler Streets.

ROCK RUN- Superintendent Dieffenbach said he had ordered an inlet for Rock Run; we received the permit to modify Rock Run and add a mag meter. If we get in another situation like this past spring we will not need to call and get permission to lay a temporary line. We will just go out and turn a valve and have additional quality water to the Borough.

ACKNOWLEDGE MEMBER OF CREW- Superintendent Dieffenbach said he needed to give Don Knowlton some credit for a job well done for getting the screw pump pushed back together.

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CREW ACKNOWLEDGED- Council Member Scharf said a citizen came to him and said the public works crew did a good job on Pierce Street.

PLANT SUPERVISOR- Dan Brought reported sand filter 2 has been taken down and is currently ripening and should be turned on tonight.

The lift pump for the wastewater treatment plant is at Mark Reese's and should be back next week. He said just one end needs to be rebuilt and then it can be put back in place.

SECRETARY/TREASURER'S REPORT-RATIFY PAYMENTS FOR 8/24TH, 30TH & 9/7TH- Council Member Bryant made a motion to approve the bills as presented, seconded by Council Member Sticklin motion carried 6-0.

FINANCE COMMITTEE REPORT 9/8/11- Secretary Keck said the Finance Committee decided not to purchase 6 replacement parking meters and would purchase 12 internal mechanisms instead.

The borough received the Safe Water Grant Award in the amount of \$369,000.00. We then paid off the Citizens & Northern Bank loan, the bank wrote a check for the balance of the grant in the amount of \$78,757.05 which we deposited in a PLGIT account to gain interest. The Finance Committee would recommend to Borough Council the balance is transferred to the following accounts:

Total Check from Citizens & Northern	\$ 78,757.05
PLGIT Water, Sand & Equipment 3647062	\$ 20,000.00
PLGIT Water Rainy Day 3647253	\$ 20,000.00
<u>Balance to be divided into 3 Rainy Day Funds</u>	<u>\$38,757.05</u>
Water Rainy Day	\$12,919.02
General Rainy Day	\$12,919.02
Sewer Rainy Day	\$12,919.01
	<u>\$38,757.05</u>

Council Member Wood made a motion to approve the recommendation, seconded by Council Member Wheeler motion carried 6-0.

PACKER PARK PROJECT- Secretary Keck informed the Council the borough has received the anticipated money from the foundations for the Packer Park Project and deposited the money in the PLGIT Recreation Capital Reserve account; also in the line item in the General Fund budget. The Finance Committee is recommending a transfer of \$20,000.00 into the General Fund as was budgeted. Council Member Sticklin made a motion to approve the request, seconded by Council Member Wood motion carried 6-0.

ASPHALT 01.438.4245- The Finance Committee is recommending a transfer be made from the General Rainy Day Fund to pay for asphalt above the remaining budget in the asphalt account. Council Member Sticklin made a motion to approve the transfer, seconded by Council Member Scharf motion carried 6-0.

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ROCK RUN EXPENSE- The expense for the pipe and meter is paid from the Water Rainy Day Fund. Council Member Scharf made a motion to approve the payment, seconded by Council Member Wheeler motion carried 6-0.

NORTHWEST BANK INTEREST ERROR- Secretary Keck informed the Council there had been a bank interest error in the Borough's favor in the amount of \$2,038.00. The Finance Committee would recommend the money be deposited into the paving patching account to offset the paving cost. Council Member Wheeler made a motion to approve the request, seconded by Council Member Bryant motion carried 6-0.

CONSIDER ADVERTISING NOTICE OF INTENT TO ADOPT AMENDMENT TO ORDINANCE # 615- Secretary Keck explained she received paperwork from the Solicitor's office that includes an amendment that would address the definition of adult entertainment. Also for an amendment to address the new flashing signs within the borough. Secretary Keck said these are both part of the zoning ordinance and need to go before the County and Borough Planning Commissions. Council Member Wood made a motion to approve the notice of intent, seconded by Council Member Scharf motion carried 6-0.

CONSIDER ADOPTION OF TIOGA COUNTY 2011 HAZARD MITIGATION PLAN- The 2011 Hazard Mitigation Plan is not included in the packet, due to it being very long and only available on the internet. Secretary Keck said the county would like the borough to adopt the plan. Council Member Wood said he would want to review the plan before any action, and would give a narrative to council after his review.

CONSIDER APPROVAL OF 2012 MINIMUM MUNICIPAL OBLIGATION FOR THE POLICE PENSION PLAN- Secretary Keck informed the Council the borough has received the MMO for 2012 for the police pension plan and if needs to be signed by the end of September. She said it is \$83,121.31 which is down from last year, however still high due to the economic downturn in 2008. Council Member Bryant made a motion to approve the plan, seconded by Council Member Sticklin.

CONSIDER RESOLUTION AUTHORIZING PARTICIPATION IN THE PSAB JUNIOR COUNCIL PERSON PROGRAM- Secretary Keck explained there is a resolution that would need to be signed and steps would be taken by the school to pick a student to participate in the program; the student could not vote, nor would they attend executive sessions. Council Member Sticklin said in the past students would attend the meetings and take notes he said he had no problem with that part, but he did have a problem with them sitting behind the council table and having active participation in Council discussions.

Council Member Bryant asked who the point person was at the high school, and if someone from the school could talk with the council. Council President Hart said PSAB endorses the program to get students involved and to understand what local government does and become familiar with how the political process works. Council Member Wood said he agrees it is a good program to have high school students come down and observe

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how the local government works, however he agrees with John that we are elected representatives of the residents and students shouldn't be sitting behind this table. Council Member Bryant requested more information on the topic. Council Member Wood requested the topic be tabled until more information can be obtained. Council President Hart said it would be tabled until the next meeting.

LONG TERM COMBINED SEWER OVERFLOW CONTROL PLAN- Secretary Keck informed Council the meeting would be held on September 20th at 3 p.m. with the Municipal Authority meeting to follow. Council Member Bryant said this schedule is mandated and requested of members of the Council to attend.

CONSIDER ADOPTING BOOSTER PUMP POLICY FOR THE WATER SYSTEM- Secretary Keck informed the Council this policy would address concerns in case a development were higher than our gravity fed system could handle, this would give definite responsibilities and guidelines for a developer or homeowner to maintain. Council Member Sticklin made a motion to approve the policy, seconded by Council Member Bryant; motion carried 6-0.

LETTER OF CHANGE OF SCOPE- Secretary Keck informed the Council she worked with Scott Bray and sent the letter today for the change of scope on the water project. She said it had been recommended that, as soon as the check came in, we should write a letter for a change of scope for the balance of the grant.

PLANNING COMMISSION DRAFT OF COMPREHENSIVE PLAN- Kevin Connelly said the original plan had been done in 1974. He read from the plan, and stated the reasons a community should plan for future growth is to eliminate problems created when growth is not planned.

Mr. Connelly explained "A (Comprehensive) Plan identifies the strengths, weaknesses, opportunities and threats to the borough. As members of the council and commissions change, the plan gives a detail record of goals and objectives of the community. The comprehensive plan can also serve as a justification for a decision, which may be at odds with what a developer may want to do in the community."

Council Member Bryant thanked Kevin for his volunteering on the Planning Commission.

Kevin Connelly said an area considered for change was in housing: any excess of two-family homes. There is a sentence that recommends an inspection of these properties. Council Member Wood said he has a problem with the idea of an inspection program. They don't need an inspection every time someone rents the apartment. Council Member Wood said he is concerned with public safety. Council Member Bryant said the council needs to know how many units are there; the number of smoke alarms and if there is adequate parking spaces. Kevin Connelly said the big concern has been of owner occupied and separating the non owner occupied housing. Kevin said if the owner isn't living on the property it is somewhat of a commercial enterprise. Council Member

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Sticklin made a motion to adopt Sections 1 through 5 of the new Comprehensive Plan, seconded by Council Member Scharf.

Council Member Wood said he agrees with everything except the rental inspection portion, he said he agrees with an original inspection however not every time a renter moves out. Council Member Bryant said he seconded the motion leaving it in, he said any residential inspection has to come to Borough Council. Council Member Wood said he would like to see a definition first. Council President Hart asked how they could word it to meet Council Member Wood's concerns. Council Member Wood said if it read an original or beginning residential inspection.

Council President Hart asked how they would inspect the rentals that are already in the borough, with out of town owners. Council Member Sticklin said put the plan in place and then adjust it as needed. Council Member Bryant asked for a roll call vote.

ROLL CALL VOTE:

- First Ward Council Member Scharf- take out the inspections.
- First Ward Council Member Wood- take out the inspections
- First Ward Council Member Hart- leave as it is
- Second Ward Council Member Wheeler- leave it as it is
- Second Ward Council Member Sticklin- leave it as it is
- Second Ward Council Member Bryant- leave it as it is

Secretary Keck said the vote was 4-2 to leave the wording in and to approve the first three pages.

MAP OF WELLSBORO ENHANCEMENT PLAN- Secretary Keck said she wanted to congratulate the borough council and the staff for the work done on the plan. She stated

- A- Address poor roadways- This is continuing to be done in the borough
- B- Upgrade borough's signal equipment & hardware- She said due to this plan the borough received grant money to upgrade the signals in the borough
- C- Traffic Signal at Main/Charleston Street intersection is being done this year
- E- Improve Charleston Street- This is also on the agenda
- G- Evaluate sight distance limitations- Council Member Sticklin said Chief Bodine addressed this issue this evening.
- J- Monitor intersection of Bacon & Waln-Council President Hart said this has been done.

Council Member Scharf asked who was responsible for F. Investigate signal warrants at Wellsboro Plaza. Secretary Keck said the borough could begin by asking Penn DOT to do a traffic study. Council Member Bryant said Penn DOT does not own traffic signals; A new signal would be the responsibility of the borough and Charleston Township.

APPOINT NEW PARKING AUTHORITY MEMBERS- Council Member Bryant informed Council the original members are Jim Paxson and Al Garrison and requested

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Curtis Schramm and Todd Coolidge be appointed to the Authority. Council Member Bryant said the Authority is working with private entities willing to rent parking spaces for downtown workers. This would free parking spaces for shoppers and others visiting downtown businesses.

DUMPSTER CONCERN AT TIMELESS DESTINATION- Secretary Keck reported Jon Aronson stated some concerns and recommendations for the area surrounding the dumpsters and the three parking spaces behind Timeless. She asked for the Street committee and Parking committee meet with Jon Aronson and make a recommendation to Council.

ADJOURNED