



COUNCIL MEETING MINUTES  
January 5, 2015 @7:00 PM  
159 MONROE STREET  
PROSPECT, PA 16052

**CALL TO ORDER:** President Bill Marciniak called the regular meeting of the Prospect Borough Council to order @7:00PM with a salute to the flag. The following Council members were present: Dave Stellfox, Sam Wagner, Mary Harmon, Pete Bryan, Glen Gitzen and Mayor Jim Butler. Bob Boice was absent as he was sick. GTN Solicitor; Anthony Colangelo and KLH Engineer; Eric Tissue were also in attendance.

**APPROVAL OF MINUTES:** There was no changes to the December 30, 2014 Close Out Special Council Meeting Minutes. Mr. Bryan made motion to approve the December 30, 2014 Close Out Special Meeting Minutes; Mr. Gitzen 2<sup>nd</sup>. Motion carried.

**VISITORS:** Nick Vaccarello plus more residents of Prospect Borough (see attached sign-in sheet).

Mr. Vaccarello had an issue in regards to Wilson Road and this issue was discussed. Mr. Marciniak told him that once all work was completed and signed off on that the borough will replace the corner pin.

Mr. Vaccarello mentioned the registered letter he received form Mayor Butler regarding the overgrown bushes on his property. Mr. Vaccarello stated he had one half of the bushes cut down but he has been ill. Mayor Butler told Mr. Vaccarello that once he got better he could finish cutting them down.

**LIBRARY:** Mr. Bryan said that fifty (50) kids showed up at the Lego Competition. Mr. Bryan said there has been some activity at the Library as it had been broken into twice during the holidays.

Mr. Marciniak told Council to look at the new 2015 Committee List as there were changes made.

Mr. Marciniak gave Mr. Bryan a letter we received from the Butler County Board of Commissioners regarding a Grant for the Park Renovation Program.

**PUBLIC SAFETY:** Ms. Harmon has nothing to report. Ms. Harmon did state that the Borough needs to get policies and procedures in place first before going forward with this committee.

**PLANNING COMMISSION:** Alan Vagasky was unable to attend tonight's meeting but did stop in and told Mr. Marciniak that there was nothing to report.

**PARKS and RECREATION:** Mr. Bryan went to the park and there are four (4) tables outside the pavilion that need placed under the pavilion to protect them from the weather. Mr. Marciniak said the matter is manpower as Bill Osborne is not working at this time and Robert Hixson (Higgy) cannot do this alone. It was suggested that some Council members get together and move these tables.

**STORMWATER MANAGEMENT AND STREETS:** Mr. Stellfox had nothing to report.

**BUILDING & GROUNDS/MAINTENANCE & FACILITY:** Mr. Wagner had nothing to report. It was mentioned that there are street lights out on 488. Mr. Wagner and Mayor Butler both stated they would look into this to find out which lights need repaired.

**PERSONNEL:** Mr. Bryan had nothing to report.

**MAYOR:** Mayor Butler had nothing to report.

**POLICE:** Mayor Butler went over the Police Report. Mayor Butler told Council that Chuck Tatton, police officer, had the oil changed in the Dodge and the Ford. Fairground Automotive told Officer Tatton that the Dodge police car had a gasket that needs replaced and the Ford police car has a nick in the belt that needs repaired. Mr. Bryan made motion to have the Dodge and Ford repairs done; Mr. Gitzen 2<sup>nd</sup>. Motion carried.

Mayor Butler read over his official response to the unsubstantiated allegations made by a council member on December 8, 2014 concerning an officer within the Prospect Borough's Police Department. Mr. Marciniak said that this will be further discussed in the executive session.

**SEWAGE:** Mr. Tissue said he has talked to Mr. Hixson (Higgy) regarding the negative readings.

Mr. Tissue went over the Consulting Engineer's Report. Mr. Tissue said that the final payment request of \$21,215.43 can be made following a DEP audit of the project. Mr. Tissue will make arrangements to meet with Ms. Marzullo to go over all numbers as PennVest and KLH invoices do not reflect what is available. Mr. Tissue hopes that once they go over all the invoices we can all be on the same page with PennVest.

Mr. Tissue said that the property corners would be done this month. Mr. Stellfox said that we need to make sure to properly identify the Wilson Road corner pin. This should resolve Mr. Vaccarello's issue.

Mr. Wagner addressed council since Mr. Hixson (Higgy) is being called out for the Mission Communications and is they are outside his normal working hours; therefore he should be paid accordingly. The Sewage Committee will investigate this and come back with a solution and Mr. Hixson's (Higgy) pay will be retroactive from January 1, 2015.

**OLD BUSINESS:** Ms. Harmon had a brief discussion with Mr. Colangelo before this meeting. Mr. Stellfox said that the verbiage needs to reflect the differences between the park owners versus the home owner. Mr. Colangelo states he forwarded a draft to the committee on this ordinance but it is not the finished product. Mr. Colangelo suggested a follow-up meeting with the committee to go over all their questions.

Mr. Gitzen turned over his One Trash Hauler Project to Mr. Marciniak.

Mr. Marciniak stated that the Crab Run Project was on hold.

Mr. Marciniak said the Borough Fee Schedule Ordinance was on hold. This Ordinance will be determined by the discussion in the executive session.

Ms. Harmon said that Public Safety Committee still needs policies and procedures put in place first.

Mr. Colangelo said that the Availability Fee Ordinance goes in conjunction with the Time of Sale Ordinance.

Mr. Colangelo has talked with Mr. Huff this afternoon to come up with cost estimates for an agreement. Mr. Colangelo said he should have an agreement ready by the end of this week. Mr. Vaccarello said this property was bought for recreation from the Council and to keep this in mind.

Mr. Wagner said the 488/528 home that is a liability issue remains on hold for now.

Mr. Marciniak said the last we heard on the sewer issue on 141 Kennedy Road was that than Norm George was to go to the Magistrate. Ms. Marzullo will follow-up with him this week.

Mr. Marciniak stated that the Borough has heard from Ben Harbison at the Fairgrounds but Ms. Marzullo and Ben have been playing phone tag.

Mayor Butler will write up a letter for the Old Parked Vehicles that are an eye sore.

Mr. Marciniak said the dead tree on LaFayette Street was taken down.

Mr. Marciniak asked all Council to get articles together so they can be approved at the February 2<sup>nd</sup> meeting for the Prospector; to go out sometime in February.

**NEW BUSINESS:** Mr. Bryan made motion to bring on a new code enforcement/zoning officer; Patrick Gauselmann; Mr., Wagner 2<sup>nd</sup>. Mr. Stellfox wanted to know the justifications for taking on Mr. Gauselmann. Mr. Marciniak said he was local, would have tighter control, Professional Code Services will handle whatever he cannot as a 3<sup>rd</sup> party and cheaper rates for the Residents and Borough. Mr. Gauselmann is working towards handling all permits in house within one (1) year. Motion carried.

Mr. Marciniak said that Mr. Gauselmann works well in conjunction with Thomas Smith; solicitor. Mr. Marciniak would like the Borough to bring him on as a "Special Council" for code enforcement. Mr. Smith would be a cost savings to the Borough and he knows municipal law. Mr. Stellfox addressed Mr. Colangelo to see if this would be a problem and Mr. Colangelo stated "No". Mr. Bryan made motion to bring in Thomas Smith as a "Special Council" for code enforcement; Mr. Gitzen 2<sup>nd</sup>. Motion carried.

Mr. Gitzen made motion for another one (1) year contract with Professional Code Services as a 3<sup>rd</sup> party with Norm George as our Sewage Enforcement Officer and Chuck Smith as the alternate Sewage Enforcement Officer; Ms. Harmon 2<sup>nd</sup>. Motion carried.

Ms. Harmon made motion to adopt Resolution 2015-01, Pension Plan contribution to remain at \$625 per quarter, Mr. Stellfox 2<sup>nd</sup>. Motion carried.

Mr. Marciniak will attend the School Board Meeting January 12, 2015 to discuss the recent program at Moraine Elementary. There was to be two (2) concerts that day but because of a two (2) hour delay they combined them into one. This caused a safety issue. It was overcrowded and horrendous with approximately 400 student and 600 adults. There were many parking tickets issues that day as cars were parking everywhere and anywhere. Mr. Marciniak will speak in behalf of Prospect and give them options for parking.

**EXECUTIVE SESSION:** 7:53PM to discuss legal and personnel matters.

**RESUMED:** 9:03PM

Mr. Marciniak said no action will be taken at this time.

Mr. Marciniak asked Council about attending a Webinar, Duties of and Responsibilities of Council, at the Borough Office On Wednesday, Jan 7<sup>th</sup>, Noon to 1PM.

**PAY BILLS:** Motion made by Mr. Wagner to pay the General Fund Bills for \$2,470.00; Mr. Bryan 2<sup>nd</sup>. Motion carried.

Motion made by Ms. Harmon to pay the Sewage Fund Bills for \$3,330.00; Mr. Wagner 2<sup>nd</sup>. Motion carried.

**Round Table:**

Mayor Butler	No additional comments.
Ms. Harmon	No additional comments.
Mr. Wagner	No additional comments.
Mr. Colangelo	Gave appreciation to Ms. Harmon for the food and desserts at the luncheon meeting.
Mr. Tissue	"Ditto on Above".
Mr. Gitzen	No additional comments.
Mr. Stellfox	Nothing but please keep working on the water and sewer development.
Mr. Bryan	No additional comments.
Ms. Marzullo	No additional comments.

**ADJOURN:** 9:11PM. No further business at hand, motion made by Mr. Wagner to adjourn; Mr. Bryan 2<sup>nd</sup>. Motion carried.