



REGULAR COUNCIL MEETING MINUTES  
December 5, 2016 @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. There was a salute to the flag and a prayer given by Councilman Bob Boice. The following Council members were present: Mary Harmon, Glen Gitzen, Sam Wagner, Chad Green, Bob Boice and Mayor Jim Butler. Eric Hilliard was absent. GTN Solicitor, Anthony Colangelo and KLH Engineer, Mike McCaffrey were also in attendance.

**APPROVAL OF MINUTES:** There were no changes to the November 7, 2016 Regular Council Meeting Minutes. Ms. Harmon made motion to approve the November 7, 2016 Regular Council 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 many questions for the council, one being if the multiple dwelling Ordinance had passed and he was told yes. Mr. Vaccarello said he has talked to DEP and they said that the self-imposed moratorium is per Prospect Borough Council and that they have no moratorium. He stated he has 60 sewer taps. Mr. Vaccarello also wanted to know who was going to pay for the damage on his property. Mr. Marciniak told him we are not doing anything in relationship to Wilson Road.

**LIBRARY:** Nothing to report per Glen Gitzen.

Mr. Gitzen said that the Children's Christmas Party will be held on Saturday, December 17<sup>th</sup> from 5:00PM - 7:30PM and that they needed cookies and hot chocolate donated. Mr. Gitzen made motion to donate \$100.00 to the Prospect Borough Volunteer Fire Department for the Children's Christmas Party to purchase cookies; Mr. Wagner 2<sup>nd</sup>. Motion carried. Mr. Marciniak told Mr. Gitzen to contact Brian Taylor for the donation of the hot chocolate.

**PUBLIC SAFTEY:** Ms. Harmon made motion to use the Impact Fee monies, motioned at the October meeting, to pay for the Swiftreach program in 2017; Mr. Wagner 2<sup>nd</sup>. Motion carried.

**PLANNING COMMISSION:** Alan Vagasky went over the report from the November Planning Committee meeting. Jared Kline's plan was submitted, reviewed, and passed all criteria. Mr. Wagner made motion to accept Jared Kline's plan; Mr. Green 2<sup>nd</sup>. Motion carried.

Mr. Vagasky discussed the Dressler/Mark IV plans with Shawn Rosensteel, KLH Engineering, Inc., and both had agreed until tonight when KLH presented a report that had a few more requirements needed. Mr. Wagner made motion to approved Dressler/Mark IV Farms plans contingent on KLH Engineering's requisites; Mr. Green 2<sup>nd</sup>. Motion carried.

**STORMWATER MANAGEMENT AND STREETS:** Mr. Boice that he had nothing to report form stormwater management.

Mr. Boice is looking at to possibly add a stop sign near Timber and Oakview Drive. Mayor Butler said that if this was decided on that an engineering study would have to be completed first.

**BUILDING & GROUNDS/MAINTENANCE & FACILITY:** Mr. Wagner wanted to suggest using Shadrack's monies towards the new maintenance truck. Mayor Butler said this could be motioned if prioritize which fund to purchase a new truck. Mr. Marciniak said he wanted to purchase a \$5,000 CD again this year. Subject dropped.

Mr. Wagner made motion to ratify a call vote made on the salt spreader we purchased at a cost of \$6,550.00 to use out of the Liquid Fuels monies; Mr. Boice 2<sup>nd</sup>. Motion carried. This was lowest quote; other telephone quote higher.

**PERSONNEL:** Mr. Green said that Ms. Marzullo passed her Notary renewal test.

Mayor Butler wanted to bring up the current performance reviews. Mayor Butler said that we should follow what is in our current handbook and have the supervisor(s) complete them. He said we asked our employees to follow the handbook then we should do as well. This would be beneficial to our employees as the person writing them has more interaction with the individual then someone who is not. Examples were made that for Ms. Marzullo the Sewage Chairman and possible Streets Chairman; for the Police the Mayor interacts with them. Mayor Butler said that this is a recommendation and he will get with the Personnel Committee and bring back to Council their suggestions.

**MAYOR:** Mayor Butler said he did a wedding for John and Stephanie Nagel and had a generous donation for the Library and Preservation Society.

**POLICE:** See Police Report.

Mayor Butler wanted to introduce Terry Hilton who was hired a couple of weeks ago.

Mayor Butler said that all officers had Taser training and are now all certified.

Mayor Butler said that the clothing ordered for Rachel Sporrer, new officer hired, is starting to come in. Mayor Butler said that Eric Hilliard was to talk to Sheriff Slupe to see if she could just use the County's and he has not gotten back to him yet. He said she has received her handgun and will qualify.

Mayor Butler said the dodge tires were installed this month.

Ms. Harmon made motion to have the laptop repaired with the purchase of a motherboard; Mr. Green 2<sup>nd</sup>. Mr. Boice said "No". Roll call: Ms. Harmon, yes; Mr. Gitzen, yes; Mr. Wagner; yes, Mr. Green, yes; Mr. Boice, no; and chair, yes. Motion carried.

Mr. Gitzen made motion to purchase and use the Impact Fees monies for an additional purchase of 500 ammunition for \$150.00; Ms. Harmon 2<sup>nd</sup>. Mr. Boice said "No". Roll call: Ms. Harmon, yes; Mr. Gitzen, yes; Mr. Wagner; yes, Mr. Green, yes; Mr. Boice, no; and chair, yes. Motion carried.

Ms. Harmon made motion to use the Impact Fees for the police vest; Mr. Gitzen 2<sup>nd</sup>. Mr. Boice said "No". Roll call: Ms. Harmon, yes; Mr. Gitzen, yes; Mr. Wagner; abstained, Mr. Green, yes; Mr. Boice, no; and chair, yes. Motion carried.

**SEWAGE:** Mike McCaffrey said that Shawn Rosensteel needs to meet with DCNR at the next Sewage Meeting to discuss tap requests. Mr. Wagner said for Ms. Marzullo to try to set up a meeting on December 13<sup>th</sup> at 9AM.

Mr. Green said that they had a problem at the McNaughton pump station and Robert Hixson (Higgy) said that the capacitor was bad and they replaced it and all is working now. Mr. Green told them if they needed more to order them as a backup.

Mike McCaffrey went over the Engineers Report. He discussed the oak leaves entering the storage tank and getting captured behind the valve causing a flow restrictions. Robert Hixson (Higgy) said they have this on a weekly maintenance program now so there has not been an issue since.

Mike McCaffrey said that the Grant will be a few months till awarded.

Mr. Wagner asked if the McNaughton Pump Station Controls were ordered yet as we cannot wait for the Grant. Mr. McCaffrey will check with Mr. Rosensteel to see if he ordered this yet. Mr. Marciniak said that even though this was part of the Grant it should still be covered as this would be considered an emergency.

There was a date discrepancy on the Engineers Report and it was stated again that Wilson Road is on hold until further notice.

**OLD BUSINESS:** Ms. Harmon made motion to adopt the 2017 General Fund; Mr. Boice 2<sup>nd</sup>. Motion carried. Mr. Marciniak stated that there were no tax increases.

Ms. Harmon told Mr. Boice that she is the chairman of the Finance Budget. She said right from the start that if Eric Hilliard could not attend the meetings she had asked Mr. Boice if he could attend them, and he said yes. The last meeting Mr. Hilliard could attend and that is why Mr. Boice was not invited.

Mayor Butler said that there was an omission between the General Government and Public Works Sanitation and that made a shortfall in calculations to meet the budget. Mayor Butler said that the Park fees went up 30%. Mr. Boice said that we need to talk to DCNR and renegotiate the contract. Mayor Butler said the sewage fee would be raised to \$72.00 and will be good for two (2) years. Mayor Butler said that this covers the percent of the grant we will need to pay for the upgrade of the pump station and in the year 2018 the DCNR rate increases to 4%. Mr. Marciniak said our goal is to renegotiate with DCNR. Ms. Harmon made motion to adopt the 2017 Sewage Fund Budget; Mr. Wagner 2<sup>nd</sup>. Mr. Boice and Mr. Gitzen said "No". Roll call: Ms. Harmon, yes; Mr. Gitzen, no; Mr. Wagner; yes, Mr. Green, yes; Mr. Boice, no; and chair, yes. Motion carried.

Mayor Butler went over the proposed route for The Color Run event. The route will start at Monroe Street and will end at the Library; approx. 1.21 miles. Mayor Butler will contact Jessica, Slippery Rock Moraine PTO, to go over the route and time. Ms. Harmon made motion to approve the route and to go with the Mayor's recommendations; Mr. Green 2<sup>nd</sup>. Motion carried.

Mr. Colangelo explained the Earned Income Tax Ordinance through Berkeheimer would only help us if someone lived out of the state and was working here; basically, does not see worth pursuing.

Mr. Gitzen made motion to use the letter from Mayor Butler to use in the Prospector; Mr. Wagner 2<sup>nd</sup>. Motion carried. Mr. Gitzen made motion to include the Rotary pamphlet in the Prospector; Mr. Green 2<sup>nd</sup>. Motion carried. Mr. Wagner made motion to include the Landlord Registration Form in the Prospector; Mr. Boice 2<sup>nd</sup>. Motion carried. Mr. Wagner said "No". Roll call: Ms. Harmon, yes; Mr. Gitzen, yes; Mr. Wagner; no, Mr. Green, yes; Mr. Boice, no; and chair, yes. Motion carried.

Ms. Harmon made motion to adopt Ordinance 2016-07; Mr. Wagner 2<sup>nd</sup>. Motion carried.

Mr. Colangelo stated that the Floodplain Ordinance is still on hold as the contractor is still negotiating their contract.

Mr. Boice made motion to purchase a \$5,000.00 CD for vehicle replacement; Mr. Green 2<sup>nd</sup>. Ms. Harmon said "No". Roll call: Ms. Harmon, no; Mr. Gitzen, yes; Mr. Wagner; yes, Mr. Green, yes; Mr. Boice, yes; and chair, yes. Motion carried.

**NEW BUSINESS:** Mr. Wagner would like to change the message on the phone recording as it is too long, suggested taking the 911 off. Subject dropped.

Mr. Marciniak said that we received the Code Book draft pages to review. Mr. Colangelo said that the first thing that needs done is to review and make notes, changes, etc. and suggested himself, Ms. Marzullo and a councilman. Mr. Marciniak asked if Mr. Boice and Mayor Butler if they would serve on a committee; the Mayor will let him know. Mr. Marciniak asked if we should pay the General Code Book and Mr. Colangelo said they would probably expect payment within 30 days.

Mr. Gitzen made motion to appoint Teddy Davis and Bruce Finke to a 4-year term effective 2017 for the Planning Committee; Mr. Boice 2<sup>nd</sup>. Motion carried.

Mr. Wagner made motion to start paying Robert Hixson (Higgy) \$10.00 a month for the use of his iPad tablet from the Sewage Fund; Mr. Gitzen 2<sup>nd</sup>. Motion carried.

An audio recorder needs purchased to use instead of hiring a stenographer and paying their fees; tabled till next month's meeting till get pricing.

**EXECUTIVE SESSION:** 8:29PM

**RESUMED:** 8:47PM

Mr. Marciniak said several legal matters were discussed; not pursuing at this time.

The Prospect Borough will not renew the GTN Law contract for 2017.

Mr. Boice made motion to hire Andrew Menchyk as our new solicitor for 2017; Mr. Wagner 2<sup>nd</sup>. Motion carried.

**PAY BILLS:** Motion made by Mr. Wagner to pay the General Fund Bills for \$3280.22; Mr. Gitzen 2<sup>nd</sup>. Motion carried.

Motion made by Mr. Green to pay the Sewage Fund Bills for \$3,133.76; Mr. Gitzen 2<sup>nd</sup>. Motion carried.

**Round Table:**

Mr. Boice	No additional comments.
Mr. Green	No additional comments.
Mr. Wagner	No additional comments.
Ms. Marzullo	I enjoyed working with you Tony and sorry to see you go!
Mayor Butler	Echo that. Merry Christmas and Happy New Years!
Ms. Harmon	Ditto.
Ms. Gitzen	Same. Tough Times.
Mr. Marciniak	All comments. Thank you and have a safe and Happy Holiday!
Mr. Colangelo	Happy to serve as your solicitor. Best of luck and has been a pleasure. Happy Holidays!

**ADJOURN:** 8:56PM. No further business at hand, motion made by Mr. Boice to adjourn; Mr. Green 2<sup>nd</sup>. Motion carried.