The Special Meeting of Dupont Borough Council was called to order at 6:00pm on Monday evening, September 21, 2020 by President of Council Stanley Knick.

PLEDGE OF ALLEGIANCE

ROLL CALL: Mr. Knick, Present; Mr. Kowalczyk, Absent; Mr. Karkut, Present; Mr. Price, Present; Mr. Jones, Present; Mayor Lello, Present.

Purpose of Special Meeting is to read and award the bids received for the Building Remodeling Project, adopt a resolution for a joint application between Pittston Township and Dupont Borough under the CFA Multimodal Transportation Fund Grant for infrastructure improvements to the existing roads in Phase I of the Quail Hill Development and other open agenda items brought before council.

**MOTION TO READ THE BIDS RECEIVED FOR THE BUILDING REMODELING PROJECT**:

Motion: Mr. Karkut  
Second: Mr. Jones  
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, Absent ; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes.

Motion Carried 4/0.

LISTING OF BIDS RECEIVED: (See attachment)

Mike Wolfe, Highland Associates Architect provided council with the results of the bids which he and Patty opened on Friday afternoon. All the bids are complete. There are four categories based on the Separations Act. Below each table is an explanation of the alternates. Mr. Knick noted D & M Construction was the low bid and asked if it was for all of them. Mike explained D & M is for general construction which is the finishes, carpentry, ceilings, floorings, etc. The alternate is for replacing two additional windows out front where the tiles are. Mr. Karkut asked if council chambers was included. Mike stated it is not, we did scale back after the first bids. However, the lighting in the chambers is listed under the category for energy efficiency. The mechanical side low bid is Robert P. Harrington, Inc. The alternate on that one is to replace the baseboard heating covers in the office areas. It is not a functional item, but when you are replacing the walls, etc. you may want to include the baseboard covers. Mr. Knick questioned the cost for replacing the covers and Mike explained it is $5,800. The Plumbing low bid is G. Weinberg Company. That primarily included the breakroom area sink and counter in the office space. It too is not functional requirement but nice to have for the staff area.

Mr. Jones asked if the main restroom was included, and it is not. On the electrical side the low bid was Urban Electric. That included all the lighting and receptacle work and 200 amp panel mostly for the office and police department work. E1 alternate was to replace the lighting in the council room which is to be led lighting and make it more energy efficient.

The bottom line is the grant was for $175,000 and Council needs to make a decision as to how to proceed. The architectural work could be done, you can defer some of the engineering, such as HVAC, window units, the lighting in the chambers so there is ways to get the number where you want to get it.

Mike summarized the bids . Total combined base bids is $243,500 with $10,000 contingency for a total of $253,000. Grant funding is $175,000, a difference of $78,000. Total Combined bids with alternates is $261,050 with $10,000 continency for a total of $271,050 less grant funding of $175,000 is a shortage of $96,050. The grant is $177,000 and with audit costs, we anticipate the available grant funds at $175,000. Mr. Knick questioned the amounts of $78,000 and $96,050. Patty asked about the plumbing bid and that is just for the breakroom. Mayor asked if it was for the police bathroom. Mike explained that if the police bathroom is renovated they would have to be brought up to ADA standards and the space down there does not allow it and it would affect the electric panel. They were not figured in the grant as line items. It would be new finishes. In the earlier bid we also included ADA work that was part of the polling place study. That too was eliminated. That will be under a different grant. This grant was more focused on administrative space and police administrative space. There is work in the lower level, replacing the doors, garage doors. The Chief has applied for some monies for security hardware downstairs and this work will accommodate what he is looking at.

Patty asked about the total cost of alternates and it is about $17,550. Stan suggests council consider a motion to do the whole deal which is a shortage of $96,000 and look into financing that amount. Patty stated she did get two proposals, one from Community Leasing and one from FNCB Bank.

**Mr. Jones made the motion to award the low bids received, Mr. Price seconded the motion.** Mr. Karkut questioned what this is going to cost the borough per month per year. His concerns are we discussed purchasing a refuse packer. Mr. Knick stated we have a grant application in for a packer. Mr. Karkut questioned what if that doesn’t come through. Mr. Knick talked about leasing to buy. Mr. Jones said the recycling truck can get us through a few years. Mr. Knick talked about the budget and increase the refuse fee. Mr. Karkut talked about other options like removing HVAC and that would be $70,000 less for financing. He added it is nice to get everything done, but we still have to do work in the council chambers, paint, etc. Mr. Knick stated we can get help with the painting from work release or someone. Patty advised council they do not need to make a decision this evening, they can discuss it further and bring it up at the October meeting. Mr. Knick stated FNCB Bank 2.8% and asked the term. Patty stated 4 or 5 years, our choice. Mr. Karkut calculated it at $1750 per month and asked if we can afford that. How are we going to pay all the bills for the end of the year on how we are going now.

Mr. Knick stated we have done it before where we borrowed from the sewer fund with no interest and pay the sewer fund back so much every year. Mr. Karkut asked how many years. Mr. Knick stated as many as we want. Mayor Lello stated the building needs work. All agreed. There will be savings on heat and electric over time. After discussing the need to complete this project, **motion and second stands.**

Motion: Mr. Jones

Second: Mr. Price

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, Absent; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes

Motion Carried 4/0.

Patty reminded council that the grant application for the packer is on the agenda for the next meeting which is November 17th. Council should contact the representatives to support and help get the application approved.

**MOTION TO CONTACT FNCB FOR MONTHLY LOAN REPAYMENT AMOUNT FOR A $100,000 LOAN AT 2.8%**

Motion: Mr. Price

Second: Mr. Karkut

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, Absent; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes.

Motion Carried 4/0.

Mr. Knick stated if the payments are too high we can look at the sewer fund like we have done previous.

Mr. Karkut asked Mr. Wolfe if council were to hold back on the HVAC this year and do it next year, would there be any damage to the existing building. Mr. Wolfe stated no. It would be disruptive. The units selected actually go into the ceiling. This hangs in the ceiling. It can be done later, removing ceiling tiles and working around staff. It might add more to the price because you are working in finished conditions. In the basement we are creating a new area in the one bay of the garage. We still have to include heat in there. Mr. Karkut talked about heat and air conditioning units. There is not enough fresh air, especially in the garage area or whole basement area. Mr. Karkut said we got the grant and are eager to get the work done. The first time we had nothing and now we have this and I don’t like to kick the can down the road. Pay the bills and be ahead of the game. He is looking at this administration or the one before them, just to name a few things that they inherited from prior like quail hill pump station etc. He is worried about having to raise taxes. Mike Wolfe noted the decision can still be discussed. He will start the process, contracts etc.

**MOTION APPROVING SHARING THE ENGINEERING COSTS OF THE QUAIL HILL JOINT APPLICATION FOR GRANT SUBMITTALWITH PITTSTON TOWNSHIP AND APPROVING C-N-A PREPARING GRANT APPLICATION BY DEADLINE SEPTEMBER 30, 2020** (Estimated cost $1000 or $500.00 each)

Motion: Mr. Price  
Second: Mr. Jones  
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, Absent; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes.

Motion Carried 4/0.

**MOTION TO ADOPT RESOLUTION 3 OF 2020 APPROVING SUBMITTAL OF A JOINT APPLICATION WITH PITTSTON TOWNSHIP UNDER THE CFA MULTIMODAL TRANSPORTATION FUND GRANT FOR INFRASTRUCTURE IMPROVEMENTS TO THE EXISTING ROADS IN PHASE I OF THE QUAIL HILL DEVLEOPMENT** (REFERENCE Settlement Agreement Release) $716,274.00 plus match

Motion: Mr. Jones  
Second: Mr. Karkut

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, Absent; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes.

Motion Carried 4/0.

**MOTION TO APPROVE AMENDMENTS TO RESOLUTION 5 OF 2019 AND RESOLUTION 6 OF 2019 FOR MULTIMODAL TRANSPORTATION FUND GRANT APPLICATIONS FOR GROVE STREET IMPROVEMENTS IN THE AMOUNT OF $118,755.00 AND WALNUT STREET CULVERT REPLACEMENT PROJECT IN THE AMOUNT OF $ 225,576.00 TO BE RESUBMITTED IN 2020 UPDATING INFORMATION REQUIRED.**

Motion: Mr. Jones  
Second: Mr. Karkut

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, Absent; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes.

Motion Carried 4/0

**MOTION TO RESUBMIT LSA GRANT APPLICATION FOR REFUSE PACKER, PAVING ROLLER AND DUMP TRUCK AS SUBMITTED IN 2019 AND UPDATE DOCUMENTS AS NEEDED – APPLICATIONS DUE 11-30-2020 (Current application from 2019 is on agenda at CFA for 11-17-20 Meeting. If not awarded, Borough to resubmit by 11-30-2020.)**

Motion: Mr. Karkut  
Second: Mr. Jones  
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, Absent; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes.

Motion Carried 4/0

**MOTION APPROVING RESOLUTION 11 OF 2020 WHEREAS DUPONT BOROUGH ADOPTS THE LUZERNE COUNTY 2020 HAZARD MITIGATION PLAN**

Motion: Mr. Jones  
Second: Mr. Price  
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, Absent; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes.

Motion Carried 4/0

**MOTION APPROVING ADVERTISING FOR BIDS FOR THE 2021 REFUSE BAGS.** Mr. Karkut asked if they are with drawstring. Patty asked Council if they plan on using the same format using refuse bags.

Motion: Mr. Jones  
Second: Mr. Karkut

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, Absent; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes.

Motion Carried 4/0

**MOTION TO SEEK PROPOSALS FOR 2021 BOROUGH INSURANCE PACKAGE THROUGH JOYCE INSURANCE AND ASSURED PARTNERS**

Motion: Mr. Price  
Second: Mr. Jones  
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, Absent; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes.

Motion Carried 4/0

**MOTION TO PAY HIGHLAND ASSOCIATES INVOICE $3500 FOR BUILDING REMODELING PROJECT WORK**

Motion: Mr. Karkut

Second: Mr. Jones

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, Absent; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes.

Motion Carried 4/0

With no public comments or matters from Council and Mayor the meeting was adjourned by motion from Mr. Karkut, second, Mr. Jones. All in favor.

Respectfully submitted, Adopted and Approved

Patricia McDonald Stanley Knick

Secretary Council President