The Regular Monthly Meeting of Dupont Borough Council was called to order at 7:00pm, Tuesday evening, December 8, 2020 by President of Council, Stanley Knick Jr. The meeting was held virtual

due to COVID 19 and remodeling project due to spacing limitations.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Mr. Knick, Present; Mr. Kowalczyk, Present; Mr. Karkut, Present; Mr. Price, Present; Mr. Jones, Present; Mayor Lello, Present

**MOTION TO ADOPT THE MINUTES OF THE NOVEMBER 10, 2020 MEETING AND PLACE ON FILE.**

Motion: Mr. Jones
Second: Mr. Karkut
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION TO ACCEPT THE CORRESPONDENCE PRESENTED.**

Motion: Mr. Price
Second: Mr. Karkut
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION TO PAY THE BILLS PRESENTED.**

Motion: Mr. Karkut
Second: Mr. Jones
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION TO APPOINT THE PART TIME POLICE OFFICERS FROM DEC. 8, 2020 TO THE NEXT REGULAR MEETING OF COUNCIL WITH NO GUARANTEE OF WORK:** Duane Saunders, Jennifer Polemitis, Christopher Fargione, Christopher Smith, Robert Avvisato, Thomas Sheehan, Thomas Rushnak, Donald MacRae, Michael Sniscak, Jacob Palonis

Motion: Mr. Jones
Second: Mr. Price
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

REPORTS:

Treasurer’s Report:

General Fund - $83,596.59

Payroll Fund - $6,917.24

Admin Debit Card - $340.62

Police Debit Card - $139.33

Refuse Fund - $82,181.88

Sewer Maintenance Fund - $434,751.23

Liquid Fuels - $19,269.65

Police Pension Fund - $921,762.00

Special Fund - $ 177,986.96

Tax Collector’s Report:

November Report – Received Check for $1213.10

Balance Collectable End of Month - $ 13,825.83

Police Report read by Mayor Lello:

Criminal Arrests-2; Traffic Citations Issued-21; Non Traffic Citations Issued-6; Appearances in Magisterial Court-14; Motor Vehicle Accidents-7; Assist to EMS/FIRE-2; Assist to Other Police Dept.-3; Alarms-2; Thefts-3; Vandalism-6; Disorderly Conduct-4; PFA Violations-4; Domestic Reports-9; Suspicious Activity-3; DUI Arrest-1; Assault/Harrasment-3; Drug Offense-1; Miscellaneous Calls-30; Building Checks-67; Code Enforcement-2. Mileage: Explorer-50,164; Taurus-80,496; F-150 – 22,737.

Mayor’s Report: Remembrance: Pearl Harbor December 7, 1941 – 2,400 US citizens passed away;

Thanked all the volunteers that beautified Dupont with the tree and decorations. The town looks beautiful. Everyone be safe and Merry Christmas.

Solicitor Report – None

Engineer Report – Building renovation project is underway. Patty has been working with Mike Wolfe, there have been some issues and changes. That is part of the design build. It was a guide and schematic. Some decisions will have to be made as it goes. His office is working on a multi modal grant for paving, working on the DCNR grant for the site at the 33 acres, nothing submitted yet. Two bids tonight, manhole project which is remaining funds from Pump Station Grant renovating and fixing manholes in town mainly in the Penn DOT roads, the other one is the culvert by the school, Walnut Street. The other two grant projects, the work by Almond and Lidy Creek, we dropped off plans to give you the general scope. I hope you had a chance to review them. After digging into the permit aspects of it, we can either consider one big project or part it out a little bit. Take the two stormwater pipe projects, one on Almond and the other on Everhart/Holden and either bid those together or separately. They require a General Permit 4. Pretty quick and easy permit to get. The other part of the project is stream restoration and bank armoring. That is in a gray area of permitting. We think we can get it in under GP 5 which is bank restoration, if not, DEP considers it a larger permit, called a joint permit which is more involved and takes longer to get. More red tape. Bob’s recommendation, and it is council’s decision, we can consider one project and go for all the permits at once, or we can guarantee ourselves a little quicker permitting with the GP4 and get the pipe projects moving and then go into the other permit and if they kick it to a significant permit it won’t hold up the other part of the project.

Mr. Knick and Mr. Price suggested go with the pipe project. **MOTION BY MR. PRICE, SECOND BY MR. KARKUT TO MOVE FORWARD WITH GP4 PERMIT FOR PIPE PROJECT IN TWO LOCATIONS**

Motion: Mr. Price

Second: Mr. Karkut

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

Just to expand on that Bob Naegele explained since they both require the same permit we can file them at the same time, Almond and Everhart/Holden area both need this permit. It is an outfall to the creek corridor permit basically. There is no difference so he does not see a need to split those into two separate projects unless council has a reason to do so. All agreed.

The other project Bob explained is the H20 DCED project which is basically flood channel and going back up through town. We started that project with some crack sealing and joints regrouted, etc. We still have some money left in that grant. The Borough has received another grant and more funds to do more of that project now. We are working on that and we can have something ready relatively soon. That does not require a permit either because it is under your maintenance permit. The question for council is we have those remaining funds and were going to have Ken Rauch Excavating who was under contract do more work up there, is it benefiting us at all doing that or do we try to combine these funds and get as much out of it as we can. Mr. Knick suggested combine them, why have him come in and then the other project may take out what was done. Bob noted try to tie into the work he did. Bob addressed Patty that we never went down this road before and Patty agreed it is too difference grants and both do not know if it is even possible. Bob suggested it warrants checking into it. Patty will inquire since both grants are through DCED. If we can get some leverage to have them cooperate it would be better than to piece meal.

Code Enforcement: No Report

Crime Watch Report: Bob Price reported there was no crime watch meeting in November due to the COVID19 and the building renovations. The tree is decorated for the holiday season. This month we will not have a meeting since it falls between Christmas and New Years. We usually do not hold a meeting in December. We will reevaluate in January. Anyone having issues should call 911. Also you can check updates on the Crime Watch Facebook page. There are also a few police signs left for $10.00 each and are available at the borough building. They benefit the police department.

Council President’s Report: Stan reported Trash 59.93 tons; Comingle 8.15 tons; Mixed Paper 11.07 tons. Mileage: Packer- old tires from Mack, snow tires on Mack; Recycler tires and door latch, 29,145 miles; F550 29,828 miles; C3500 needs tire and mileage is 71,926. The Mack had inspection.

DPW assisted All American Rooter with cleaning drains and pipes on Jackson, Main and other areas around town. Millings were put in some alley ways. Filled in hole on Almond near guardrail, Cleaned ditch on Atwell/Wood and put curb on Wood Street for water issues. Mechanical Device Tax – Waive PACC, Elko, Bobby O’s, Andy;s and Rygiel’s because they were not open. Issue invoices to Petro, Aman, Dupont Mini Mart, Hub, Tipsy Turtle, Brickhouse and Arturo’s because they were all open during the pandemic. The solicitor will send a letter to the two delinquent accounts.

**MOTION TO ACCEPT THE REPORTS AS PRESENTED.**

Motion: Mr. Jones
Second: Mr. Price
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

Stan also added to his report thanking Ellen Price for coming in and donating her time and helping Patty during this pandemic and the renovations. She has been helping out immensely for us so I would really like to thank her.

**MOTION TO READ SUMMARY AND ACCEPT THE 2019 AUDIT REPORT SUBMITTED BY FIORELLI ASSOCIATES.**

Motion: Mr. Jones
Second: Mr. Karkut
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

Patty directed Council and Mayor to turn to page 6 in the audit report and read the General Fund revenues, expenditures and fund balance as of December 31, 2019. The audit is on file in the Borough Secretary’s office and Mr. Fiorelli is available to answer any questions from Council and the Mayor by contacting his office by phone or email. Stan added that we are in December and have not taken a tax anticipation note this year or last year. We are on the right check and it is working out. We are ahead of the game right now.

**MOTION TO ACCEPT THE 2019 AUDIT REPORT SUBMITTED BY FIORELLI ASSOCIATES.**

Motion: Mr. Kowalczyk

Second: Mr. Jones

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION TO AWARD THE 2021 INSURANCE PACKAGE INCLUDING WORKERS COMP TO**

**Joyce Insurance PER BID SUBMITTED IN THE AMOUNT OF $54,405.**

Last month the bids were opened and tabled for further review. Two bids received, one from Assured Partners, current agent, and the other from Joyce Insurance. We looked at them and they are both the same.

Motion: Mr. Karkut
Second: Mr. Jones
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION TO READ THE BIDS SUBMITTED FOR THE MANHOLE REPLACEMENT PROJECT.** The four companies contacted include: Leeward, Pennsy Supply, Pioneer, and Wayko.

Motion: Mr. Price
Second: Mr. Karkut
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

Leeward - $23,415

Pioneer - $24,979

Wayko - $32,840

Bob Naegele stated unfortunately we are not able to award the bid. The bids were not publically advertised because we estimated they would come under the bid threshold of $21,400.

**MOTION TO TABLE THE AWARD AND READVERTISE THE BID FOR THE MANHOLE REPLACEMENT PROJECT ON RECOMMENDATION OF THE BOROUGH ENGINEER DUE TO THE BIDS COMING IN OVER THE BID THRESHOLD FOR PHONE BIDS AND THEREFORE, THE PROJECT HAS TO BE PUBLICALLY ADVERTISED.**

Motion: Mr. Kowalczyk
Second: Mr. Price
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION TO OPEN, READ, AND AWARD THE BID FOR THE WALNUT STREET CULVERT REPLACEMENT PROJECT** Of the 17 bid packets requested, 15 submitted bids. The list is listed below.

Motion: Mr. Karkut
Second: Mr. Price
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

Please note all acknowledged addendum#1, addendum#2, and bid bonds were present.

Mr. Kowalczyk opened and read the following bid results which are listed here in alphabetical order:

American Asphalt and Ken Rauch Excavation, Inc. did not submit bids. (Opened Sequence)

AR Popple Trucking - $94,465 (2)

BT Adams - $193,804 (5)

Fehlinger Construction – $144,180.00 (3)

James T. O’Hara - $162,645.00 (9)

Kriger Pipeline - $ 382,457.00 (12)

Latona Trucking - $183,985.00 (13)

Leeward Construction - $126,515.00 (ll)

Linde Corporation - $236,595.00 (6)

M & J Excavation - $ 197,875.00 (8)

Minichi, Inc. - $212,000.00 (14)

Mitchell Knorr Construction - $ 182,837.00 (10)

Pioneer Construction - $324,726.00 (1)

Rutledge Excavating - $106,612.20 (7)

Sikora Bros. - $289,775.00 (15)

T. Brennan Construction - $201,359.20 (4)

**MOTION TO AWARD THE WALNUT STREET CULVERT REPLACEMENT PROJECT TO**

**AR Popple Trucking IN THE AMOUNT OF $94,465.00 UPON ENGINEER REVIEW OF BID SUBMITTAL AND RECOMMENDATION . The second lowest bid is Rutledge, and third is Leeward.**

Motion: Mr. Kowalczyk
Second: Mr. Jones
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

Stan mentioned the grant amount being $151,000. Patty stated she believes that is correct and the borough match is about $65,000. There is a 30% match with multimodal grants. Total was $224,000.

Bob stated the good news is the second lowest and third bid are close. The bids go from $94,000 to $382,000.

**MOTION TO READ THE 2021 BUDGET AND TAX ORDINANCE**

Motion: Mr. Karkut
Second: Mr. Price
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

2021 BUDGET:

General Fund - $669,804.00

Refuse Fund - $ 162,700.00

Liquid Fuels - $ 94,935.00

Sewer Maintenance Fund - $ 53,780.00

Special Fund Budget - $ 177,000.00

Total for all operating budgets for 2021 - $1,158,291.00

2021 TAX ORDINANCE:

Millage Rate – 1.725; .5% municipal and .5% school on Transfer of Real Estate; 1% Earned Income Tax; $100 per machine Mechanical Device Tax; $52.00 Local Services Tax; Refuse fees: Family/Residential $140, Senior $110, Commercial $175 and small business glass recycling $100, large business $200; New Home Construction Sewer Fees $3415; Parking Ticket - $25.00; Pave Cut Fee $100; Right to know request rates as posted, 3rd Party Building Inspector Fees per BHW Agreement; Borough Permit Fee $25.00 and Tax Certification/Duplication Fees by Ordinance.

**MOTION TO ADOPT THE 2021 BUDGET AND TAX ORDINANCE AS PRESENTED**

Motion: Mr. Kowalczyk
Second: Mr. Price
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION TO PAY ALL BILLS VERIFIED THROUGH DECEMBER 31, 2020**

Motion: Mr. Jones,
Second: Mr. Karkut
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION TO ABSOLVE THE TAX COLLECTOR FOR THE 2020 DUPLICATE**

Motion: Mr. Jones
Second: Mr. Kowalczyk
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION TO CLOSE ALL BOOKS AND RECORDS OF DUPONT BOROUGH FOR CALENDAR AND FISCAL YEAR 2020 AS OF DEC. 31, 2020**

Motion: Mr. Price
Second: Mr. Karkut
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION TO RETAIN FNCB BANK AS DEPOSITORY FOR ALL BOROUGH ACCOUNTS AND PNC FOR COMPOST**

Motion: Mr. Kowalczyk
Second: Mr. Karkut
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION TO ISSUE THE 2020 REFUSE BILLS AND SET HOURS DUE TO CONSTRUCTION**

Motion: Mr. Price
Second: Mr. Jones
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION TO RETAIN ALBERT B MELONE AS BUSINESS CONSULTANTS**

Motion: Mr. Jones
Second: Mr. Karkut
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION TO RETAIN MICHAEL FIORELLI ASSOCIATES FOR 2020 AUDIT AND SPECIAL GRANT AUDITS**

Motion: Mr. Jones
Second: Mr. Kowalczyk
Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION TO APPROVE AND SIGN AGREEMENT WITH MUNICIPAL RECOVERY FOR 36 MONTHS, AND LOOK INTO OPTIONS IN THE FUTURE**

Council members discussed the recycling program including: committing to 36 months, $25.00 vs $45.00 depending on amount of glass being recycled; how the markets changed from getting revenue from recycling, month to month pricing depending on the markets, to now paying to dispose of recycling materials. By signing the agreement it will ensure a recycling outlet for the borough for three years at a competitive rate. It was noted the other way to look at it is that if nothing is taken to the center, there is no fees charged. Mark feels it is going in the wrong direction forus. Council will continue to explore other options that benefit the town in the future. Stan talked about the extra recycling due to people staying home with the pandemic. Mr. Karkut talked about the pricing being established month to month basis in accordance with market conditions as published by Official Board Markets.

Motion: Mr. Kowalczyk

Second: Mr. Jones

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION ACCEPTING THE FEE PROPOSAL FROM HIGHLAND ASSOCIATES SUBMITTED FOR THE BUILDING REMODELING PROJECT COMPLETION AND WORK COMPLETED ON THE OCD QUESTIONNAIRE FOR ADA PROJECT SUBMITTAL FOR COUNCIL CHAMBERS ADA DOOR AND RAMP PROPOSAL** Mr. Knick asked Patty to explain. Patty noted that the original motion for $10,000 for Highland Associates covered the design, bidding and follow up for the building remodeling project. The first design bids came in too high. Highland had to redesign with changes and then rebid the project.

Changes are continuing with the design due to issues arising during the project which is more time and work being put in with borough and contractors through Highland discussions. The other item listed is work done with the OCD Questionnaire for the ADA doors and ramp for the council chambers. Mr. Knick noted the proposal submitted is $5400.

Motion: Mr. Jones

Second: Mr. Price

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

**MOTION TO ISSUE $8000 TO DUPONT HOSE COMPANY AS BUDGETED FOR THE 2020 ANNUAL CONTRIBUTION**

Motion: Mr. Price

Second: Mr. Jones

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Karkut, yes; Mr. Price, yes; Mr. Jones, yes. Motion Carried 5/0.

Matters from Residents – No questions from those attending virtually.

Matters from Mayor and Council.

Mayor Lello – Merry Christmas

Mr. Jones – Merry Christmas

Mr. Kowalczyk – Thanked everyone at the Borough. Thanked everyone for reaching out to him after his recent incident wishing him well with recovery. It was heartwarming. He also wished everyone a Merry Christmas and Happy New Year adding Health and Happiness 2020 into 2021. All in this together and continue to move forward.

Mr. Price – Merry Christmas and Happy New Year. Stay Safe and follow procedures. We will get through this together. Thank you to everyone who came out to decorate the tree. Also enjoy the decorations. Thank the Lions Club for their work.

Mr. Karkut – Merry Christmas and Happy New Year. Be Safe. Addressed Mayor as to the food giveaway which is December 17th and we need volunteers.

Stanley Knick – Merry Christmas and Happy New Year. Thank you for everything being done in town and the extra help we are getting. We will probably hold the January and February meetings virtual also due to COVID 19 and the remodeling.

Motion to Adjourn. Unanimous.

Respectfully submitted, Adopted and Approved

Patricia McDonald Stanley Knick Jr.

Secretary Council President