

The Regular Monthly Meeting of Dupont Borough Council was called to order at 7:00pm on Tuesday evening, June 12, 2018 by President of Council, Stanley Knick.

Pledge of Allegiance.

Roll Call: Mr. Knick, Present; Mr. Kowalczyk, Present; Mr. Kaminski, Present; Mrs. Hansen, Present; Mr. Karkut, Present; Mayor Lello, Present.

Executive Session for personnel matters was held.

MOTION TO ADOPT THE MINUTES OF THE MAY 8, 2018 REGULAR MEETING AND THE MAY 29, 2018 SPECIAL MEETING AND PLACE ON FILE.

Motion: Mrs. Hansen

Second: Mr. Karkut

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried 5/0

MOTION TO ACCEPT THE CORRESPONDENCE PRESENTED

Motion: Mrs. Hansen

Second: Mr. Kaminski

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried 5/0

MOTION TO APPROVE THE BILLS FOR PAYMENT

Mrs. Hansen questioned two invoices from Henry's and Old Mill Pine. Patty noted battery and headlight on C3500 and inspection on police vehicle. Old Mill Pine was small tools, weed wacker string, and chains.

Motion: Mrs. Hansen

Second: Mr. Karkut

Roll Call Vote: Mr. Knick, yes on all, abstain from Keystone Fence because he works for them; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried 4 Yes on all 1 Abstention for Keystone Fence.

MOTION TO APPOINT THE PART TIME POLICE OFFICERS FROM JUNE 12, 2018 TO THE NEXT REGULAR MEETING OF COUNCIL WITH NO GUARANTEE OF WORK: Duane Saunders, Jennifer Polemitis, John Urbanski, Todd Houghtlin, Thomas Sheehan, Christopher Fargione, Arnulfo Rivera, Robert Avvisato, Thomas Rushnak, Christopher Smith.

Motion: Mr. Kaminski

Second: Mr. Kowalczyk

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried 5/0.

REPORTS: Submitted by Albert B. Melone Business Consultants

Treasurer's Report - Balance as of May 31, 2018 unless otherwise stated.

General Fund - \$108,707.13

Payroll Fund - \$ \$3,841.26 (6-4-18)

Refuse Fund - \$ \$48,957.28

Sewer Maintenance Fund - \$ \$458,389.53

Liquid Fuels - \$ 97,593.40
Police Pension Fund - \$ 915,177.00
Childrens' Fund - \$ 827.38
Town Clock - \$ 33,258.21
Centennial Fund - \$ 5,402.07
Special Fund - \$ 202,725.11
Loan For School – Balance - \$ 212,728.88

Tax Collector's Report - Submitted by Joy Tetlak Adelstein, Tax Collector

Check deposited in the General Fund - \$ 7,839.67
Balance Collectable – Beginning of Month - \$39,167.11
Less Face Collections for the Month - \$ 7,839.67
Balance Collectable – End of Month - \$ 31,327.44

Police Report – Mayor Lello read the report for May 2018.

Criminal Arrests-2; Traffic Citations Issued-69; Non Traffic Citations Issued-2; Appearances in County Court-8; Motor Vehicle Accidents-6; Assist EMS-6; Assist Fire Department-3; Assist Other Police Department-13; Alarms-4; Thefts-6; Vandalism-3; Domestic Reports-5; Suspicious Activity-12; DUI -2; Miscellaneous Calls-41; Building Checks-51. Mileage: Explorer-10,909; Taurus-51,153; Crown Vic-123,146. Magistrate Fines- \$ 4,637.48. Mayor Lello pointed out the building checks being done by the officers on all businesses in town.

Solicitor's Report - None.

Engineer's Report – Bob Naegele reported on the following: (1) Still waiting for Balchune to start the sidewalk and we were told it will be this month. Mr. Knick confirmed he spoke with Balchune who stated two to three weeks, if it is an emergency they will try to get here sooner. Bob noted that it has gotten worse and we should be ok with the three weeks but we should keep an eye on it. (2) Flood project is ready to go out. Patty received the maintenance permit from DEP for the work. That was the last piece of the puzzle. With council approval we will get that advertised and open at the next meeting. That is the grant for \$85,000. (3) Looked at a sink hole on Walnut in an area that was recently paved by the water company. Bob believes it is a deteriorated metal pipe but recommends that the line be camera for two reasons (a) to see what is going on and (b) if there is potential possibility that the water company did the damage we can request they repair it. It is hard to determine that until we camera it. (4) Assisting the borough with grants (5) MS 4 Permit was issued. It is five year permit but you still have to do annual monitoring and reporting. (6) The Growing Greener grant prepared cost estimates for a grant due July 13th so a resolution is required and needs to be approved at the July 12th meeting one day prior to the due date for the grant. Basically the scope of work and how much to apply for are two of the issues. They are for Almond and Everhart. \$370,000 is all of it, or bits and pieces. We are waiting to see if there is a ceiling on what we can apply for. If that is the case, we may need to adjust the scope of work. Mr. Knick asked what sections - Bob explained bank stabilization behind Jones on Jackson Street and Almond Street and Everhart Street by Griffins, including storm drain work. If the storm drain work is not eligible the Borough needs to get that work done Mr. Knick stated and will have to bid out the work.

Crime Watch Report – Bob Price participated in the Memorial Day Parade. Dupont Crime Watch will also participate in National Night Out with Duryea and planning a celebration after the 5 K run. Next meeting is June 26 and invites all to attend.

Council President's Report – Trash 74.43 tons; 32.06 tons recycling collected.

No mileage this month. Stan advised of the following: (1) packer overheating (2) Gentleman from recycling center stopped by to talk about the market changes and he will not charge us to dispose of the recycling materials but asked us to consider separating comingle and paper. This happened in the past where the market dropped. It costs the center to separate the materials, comingle is paying, paper is not at this point. (3) Compost facility conveyor belt went. It is \$7400 cost which is covered through the grant. The part is ordered. The facility would have to cover the labor estimated at \$2500. We are hoping to apply for a bigger machine next year's grant round.

Secretary's Report – Patty reported to council on the shredding event and the electronics recycling event held Thursday June 7th. Shredding total was 1160 pounds. The electronics total weight was 6,449 pounds which doubled the amount last year and there were 75 vehicles that came through. Mr. Knick questioned a note on community service hours, and Patty addressed Mr. Karkut who stated the person will contact me.

MOTION TO ACCEPT REPORTS PRESENTED.

Motion: Mr. Kaminski

Second: Mr. Karkut

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes.

Motion Carried 5/0.

The next motion on the agenda was discussed in executive session and the Mayor will address it with the police department.

MOTION TO ADVERTISE FOR BIDS FOR REFUSE AND RECYCLING COLLECTION BY PRIVATE HAULER. Mr. Karkut asked that the bids be separated: one for trash and one for recycling. Patty confirmed with council as to weekly trash and weekly recycling pickups for the proposal.

Motion: Mr. Kaminski

Second: Mr. Kowalczyk

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried.

MOTION TO SUBMIT A GROWING GREENER APPLICATION FOR GRANT FUNDS FOR ALMOND/JACKSON STREET BANK STABILIZATION ALONG LIDY/MILL CREEK AND EVERHART/HOLDEN TO PREVENT FLOODING DURING HEAVY RAINS INCLUDING STORM DRAIN WORK

Motion: Mr. Kaminski

Second: Mrs. Hansen

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried 5/0. Bob spoke about this and the specifics will be ready for the next meeting when we pass the resolution but this allows the go ahead to start preparing the project. Bob will email the information for council to review.

MOTION TO REIMBURSE COUNCILMAN KARKUT \$50.00 FOR ETHICS AND OPEN RECORDS TRAINING AND ISSUE PAYMENT TO PSAB FOR COUNCILWOMAN HANSENS REGISTRATION FEE

Motion: Mr. Kowalczyk

Second: Mr. Kaminski

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, abstain; Mr. Karkut, abstain. Motion Carried 3 Yes/2 Abstentions.

MOTION TO APPROVE PAYMENT TO RESPONSIBLE RECYCLING AND PAPER EATERS FOR THE JUNE 7TH EVENTS, AND SUBMITTAL OF APPLICATION FOR REIMBURSEMENT THROUGH THE LUZERNE COUNTY GRANT PROGRAM UNDER SOLID WASTE MANAGEMENT

Motion: Mr. Kowalczyk

Second: Mrs. Hansen

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried 5/0.

MOTION TO SUBMIT AN APPLICATION AND APPROVE RESOLUTION AND SIGNERS FOR THE MULTI MODAL FUND PROGRAM FOR RESURFACING AND SWALE REPAIRS TO GROVE STREET. Mr. Kaminski questioned the drain repairs. The drains in that location are Penn DOT. Mr. Knick explained the swales, not drains and that was corrected.

Motion: Mrs. Hansen

Second: Mr. Kowalczyk

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried 5/0.

MOTION TO ADOPT RESOLUTION 6 OF 2018 APPROVING SUBMITTAL OF APPLICATION FOR FUNDING IN THE AMOUNT OF \$100,000 FOR STREET PAVING THROUGH LUZ. CO. OFFICE OF COMMUNITY DEVELOPMENT AND AUTHORIZING PRESIDENT OF COUNCIL AND SECRETARY TO EXECUTE ALL DOCUMENTS

Motion: Mr. Kaminski

Second: Mr. Kowalczyk

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried 5/0.

MOTION TO APPROVE HANDICAP SIGN IN FRONT OF 135 CENTER STREET PER REQUEST AND VERIFICATION DOCUMENTS

This subject was questioned and discussed by council and solicitor as to whether the police chief should do a check on this request, whether private driveways should be entitled to also get a street handicap parking sign, verification of handicap and expiration of handicap, etc. Patty noted there are occasions where we are contacted that the sign is no longer needed and the dpw employees take it down. Mr. Knick noted an apartment building in town that currently has no one, but wants to keep the sign in case a tenant moves in. Mrs. Hansen agrees with the solicitor that the police chief should look at the request and submit a letter to council prior to approval. Even though there is a private driveway at the property, should signs be placed on the street in front of the property. Are they entering the property through the front entrance? Mr. Karkut questioned if we have a list on file of all the handicap signs placed in town. Patty stated it would be in the minutes of meetings. Mr. Kaminski explained they expire. For example, if you have knee surgery you get a permit for a period of time. Erik talked about someone else parking in that spot and if the police will give tickets. It is not private handicap spots. Anyone with the placard can park there. Erik then talked about violations, court costs. Mr. Kaminski noticed other towns have parking permit numbers. It is for your car only. Erik suggested a resolution or the chief check out the requests.

Motion: Mr. Kowalczyk

Second: Mrs. Hansen

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried 5/0. This is approved, but it will be checked prior to installing the sign.

MOTION TO ACCEPT THE RESIGNATION OF JOHN URBANSKI, PART TIME PATROLMAN

Motion: Mr. Karkut

Second: Mr. Kaminski

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried 5/0.

MOTION TO ADVERTISE FOR CDL DRIVER. Jeff suggested the ad be placed in the times leader and include salary negotiable based on experience. Mr. Karkut asked about adding persons interested in getting CDL license. Mr. Knick stated anyone can come in and apply and then talked about insurance, and Mr. Kaminski stated putting notice out to LCCC for drivers under the CDL program. Class B for recycler, packer and mack.

Motion: Mrs. Hansen

Second: Mr. Karkut

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried 5/0.

MOTION TO ADVERTISE BID SPECS FOR THE MILL CREEK CHANNEL REPAIRS DUE TO BE OPENED, READ, AND AWARDED AT THE JULY 2018 REGULAR MEETING OF COUNCIL

Motion: Mr. Kaminski

Second: Mr. Kowalczyk

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried 5/0. The borough engineer asked that during this year's inspection by the Army Corps. that the Borough notify them of the project being advertised for bid. Patty stated the other issue is that sewer line under the channel and the possible need for a change order to the project if the camera shows a problem.

MOTION APPROVING ENGINEER PREPARE BID SPECCS FOR BUILDING RENOVATION PROJECT

Motion: Mr. Kowalczyk

Second: Mr. Kaminski

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried 5/0.

MOTION TO APPOINT OFFICER POLEMITIS AS CODE ENFORCEMENT OFFICER IF AGREED TO AND REMOVE OFFICER BESECKER.

Motion: Mrs. Hansen

Second: Mr. Kaminski

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried 5/0.

Mr. Knick asked council to look at the applications received for office help. It has been awhile since the applications came in. Mr. Knick asked if we should advertise for office help part time. Mrs. Hansen questioned is it for part time office, code enforcement or both. Patty commented that Officer Polemitis may be able to handle the code enforcement. Mr. Knick stated we can ask for part time help and depending on the person or experience it can be both. Mrs. Hansen asked if the ads are as expensive as the ad for cdl which was over \$600. Patty suggested that we talk to Officer Polemitis to see what she

will handle. Mrs. Hansen noted it is a busy time of year for code enforcement. It can be overwhelming. Mrs. Hansen stated she was good at it, very thorough, ready for court. Mr. Kaminski talked about the hours and separate from regular police hours. Mayor Lello asked how many hours for code enforcement and whether it would be under administration. Patty stated it would be under police because police are the only ones that can write and process citations. It can be coded separately to keep accounting of expense and fees. She currently does 4 hours traffic, perhaps 4 hours code enforcement, but it would depend on her schedule. The Mayor will speak with Officer Polemitis and the Chief on this matter.

MOTION APPROVING PROPOSAL OF \$1097.50 FROM DRAINTech TO PERFORM THE DESCRIBED CAMERA AND JETTING FOR THE LOCATIONS OF WALNUT/GILL, CREEK CHANNEL BELOW ATWELL, AND STORM DRAIN COOLIDGE. Mr. Kowalczyk confirmed that it includes the creek area sewer line that has blocked more than one occasion to determine what is causing the problem. That is included.

Motion: Mr. Kowalczyk

Second: Mr. Kaminski

Roll Call Vote: Mr. Knick, yes; Mr. Kowalczyk, yes; Mr. Kaminski, yes; Mrs. Hansen, yes; Mr. Karkut, yes. Motion Carried 5/0.

Matters from Residents in Attendance:

1. William Lukasik, Smith Street – on behalf of neighbor Jena Yanchulis is requesting that the old watch children sign on Smith Street be replaced with a new sign. DPW will be given note to replace the sign.
2. John Lizak, Gill Street – Now that a new code enforcement officer is appointed, can the issues at 109 Gill Street be addressed including the pool. Pina suggested DEP be contacted about the pool and they will come out and treat it. Council noted it will be addressed, and calls have been made to the property owner and Mr. Lizak noted he started one night at 7:30pm but did not complete the grass cutting, and the pool was not addressed.
3. Mr. Posly, Lidy Road – Spoke about the last meeting and the report of the auditor. Mr. Posly talked about the fund used from taxes and other revenue that comes in. That is besides the bridge fund and other funds that are totally independent. Mr. Posly is asking where we are at, are the revenues from the borough funds taking care of the expenditures. Mr. Knick explained the refuse fund for packer and trash and recycling, the liquid fuels for streets, the police and office from general fund. Mr. Posly asked about the funds in the bank, what the balance is. Patty stated the general fund balance is \$108,000 - \$10,000 of that is set aside for two projects, one is Freeport road maintenance \$5,000 and the \$5,000 for community park. Patty further noted that the Mayor has asked for a six month report on profit and loss that shows revenue and expenditures be presented at the July meeting.
4. Fred Kotula, Lidy Road speaking on behalf of his dad's property at 325 Chestnut Street. This property was the scene of an auto accident that damaged the property including the fire hydrant and ada corner ramp. Who is responsible to replace the concrete curb around the ada ramp. The response included the insurance company, the water company can be contacted and also Penn DOT. This will be followed up with additional calls. Mr. Kotula noted there was no insurance, but the police report shows the accident December 1st, and insurance expired December 3rd. Patty emailed the water company because they replaced the hydrant and tore up the grass and property. She also emailed Chris Goetz from Penn DOT who responded that Penn DOT put in the corner, but it is not there responsibility to repair it. We will look into this further. Mr. Knick stated it has to be fixed. Mr. Kaminski feels it may be the insurance company, however, it is within Penn DOT right of way. Mr. Kowalczyk stated Penn DOT put it in

when they paved Route 315. Mr. Kotula stated the property owners have to maintain it. He stated they did a poor job on this project. He has to shovel cinders, its full of water, mud. PAWCo. Tore out concrete, sidewalk, replaced hydrant and replaced it with blacktop. It is not level. Mr. Knick stated we will look into this with both Penn DOT and PAWCo.

Matters from Mayor and Council.

Mayor Lello - Was approached by Matt Fino, Boy Scouts for an eagle scout project. The Lion's Club will be fixing the roof on the pavilion. The Mayor asked Council for their suggestions and he suggested painting the inside of the park pavilion. Mr. Posly talked about this with the Mayor before about the four signs purchased and the other two signs that are still not installed. Mr. Knick stated by the end of the month he will put the signs up. Mr. Posly talked with Bob Price. Mr. Posly stated the signs are important because he is a veteran, a Korean veteran, a war veteran. He wants the signs in because they donated them over \$4000. Mayor Lello is also a veteran, a war veteran, and member of VFW and Lion's Club. Mr. Posly needs to contact the gentleman so he can paint the signs once they are installed. Mr. Knick stated one will be coming in from Avoca opposite LAG and the other by the off ramp coming from the Bypass into Dupont by the tracks.

The other item Mayor Lello discussed is the fireworks ordinance. It is available on line on the borough website at dupontpa.us. The website has a lot of information and was put up a few months ago.

Mr. Kaminski suggested jokingly that the eagle scouts do a project – Grove Street.

Mr. Knick stated the signs were installed with the plan that the Lions Club or Scouts would maintain them, plant flowers. It has to be weeded and mulched etc.

Mrs. Hansen – asked where the two signs are stored. Mr. Knick stated in the garage.

Mr. Posly asked if we have Boy Scouts in Dupont. Mayor Lello stated Matt Fino does an excellent job with the scouts. The troop is from Avoca. Mr. Kaminski noted it is still the same Troop Number.

Patty reminded Council that there is \$56,000 in grant funds for sidewalk repairs. We have to decide by next meeting what sidewalks you want done. The grant runs out in December. We have to get specs together, advertise, bid out, and awarded. We can either do the ones with Community Development Project, First, Front and Florence or the bridge by Rygiels at Center Street which is our bridge area the borough property or come up with something else. Bob Naegele suggested doing ada ramps on the roads to be paved in the next couple years. Main street sidewalks will require hop permits from Penn DOT. Not sure if community development estimates include ramps we will check this for first, Florence and front. Patty believed that the grant specified main street sidewalks. Bob believes it was any sidewalk. The other item was the PA One Call notice for paving on Freeport Road. Patty is questioning whether it affects any part of the Freeport Road/Commerce Road widening project that was recently done. Mr. Kowalczyk noted it is above that area and they already did the base repair. Bob looked at it and stated the markout on the map is going up hill from the intersection. Mr. Kaminski asked who is doing the work. Patty noted Pennsy Supply. Mr. Kowalczyk noted that PA One Call goes outside the project area to cover themselves.

Mr. Lukasik, Smith Street – Freeport Road – does the Borough have a map that shows zoning and what types are allowed R1, R2. Patty noted all zoning goes through Luzerne County Zoning. She does not have a copy of the zoning map. Mr. Lukasik commented on the NE Fair not taking place this year because they are making money on the trailer storage on the property. He questioned if the borough site we have and whether we can do the same. Mr. Kaminski and Mr. Knick explained the area and that it would be rough swing, only allow minimal trailers. Patty stated airport airshow marking maybe. Mr. Kowalczyk talked about the wasted space below the pipeline toward the turnpike. That would require fill, it has rock and creek. This may be an idea to discuss in the future.

Mr. Kaminski - Compost Site questioning the material being dumped at the back of the site and also suggested the road be blocked at the PP&L substation to prevent illegal dumping near the cul de sac. Mr. Knick will check into this and talked about the ashes mixed with grass. PPC can access their property through the pipeline area.

Aberta Warunek, Penn Avenue asked about fireworks on the 4th of July. Whether or not the ordinance included except allowed only on 4th of July and everyone commented on the discussion about this but the ordinance will be reviewed. The state is only for the sale of the fireworks.

Motion to Adjourn – Mrs. Hansen, Second, Mr. Kowalczyk, Unanimous Vote.

Respectfully submitted,

Patricia McDonald, Secretary

Adopted and Approved this ____ day

Stan Knick Jr. , Council President