

WYALUSING BOROUGH AGENDA

January 6, 2020

(Reorganization Meeting)

CALL TO ORDER – MAYOR

PLEDGE OF ALLEGIANCE – MAYOR

ACKNOWLEDGE DIGITAL VOICE RECORDER - MAYOR

MAYOR GIVES OATH OF OFFICE TO NEWLY ELECTED COUNCIL MEMBERS

(Micah Dietz, Josh Kilmer, Steven Lewis, Josh VanDeMark)

MAYOR PRESIDES:

**MAYOR ASKS AND ACCEPTS NOMINATIONS FOR OFFICE OF
COUNCIL PRESIDENT**

**MAYOR ASKS AND ACCEPTS NOMINATIONS FOR OFFICE OF VICE
PRESIDENT**

**(No seconds to nominations are required – they are voted on in the order
nominated)**

**(Upon completion, the Mayor turns the meeting over to the new
President)**

- (1) Reaffirm retention of current solicitor, auditor, Open Records Officer, Emergency Management Coordinator, Zoning Officer, Borough Secretary/Treasurer**
- (2) Appoint Liaison with Municipal Authority**
- (3) Appoint Vacancy Board Chair – Currently Scott Snyder**
- (4) Appoint COG Representative**
- (5) Reappoint Code Inspections and Code Enforcement Officer**
- (6) Authorize payment of Payroll and necessary bills on a semi-monthly basis**
- (7) Approval of current fees - Resolution 2020-1**
- (8) Reappoint Bradford County TCC Voting Delegate – Resolution 2020-2**
- (9) Reopen 2020 Budget – Brewer Hollow**
- (10) Proposed 2020 Council Committees**

(REGULAR MEETING)

MAYORS REPORT

- See Officer – 3*
- Warrant Service – 1*
- Welfare Check – 1*
- Disturbance/Noise Complaint*
- Hit & Run Crash – 1*
- Retail Theft – 1*
- Domestic Security Check – 1*
- Motor Carrier Safety Inspection - 2*

CITIZEN COMMENTS AND CONCERNS

APPROVAL OF MINUTES

MONTHLY MEETING DECEMBER 2, 2019

TREASURERS REPORT

APPROVAL TO PAY BILLS – 2019 Year-End Financials

BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER

FOSTER CORRESPONDENCE AND REPORT

Wyalusing Borough non-uniformed Pension Plan closeout

WYALUSING MUNICIPAL AUTHORITY LIAISON REPORT

CORRESPONDENCE

- (1) Notice regarding 2020 bid requirements*
- (2) GWCC Dinner Meeting – Thursday, January 16, 2020*
- (3) 2020 Gas Lease Royalties*
- (4) EMHR – December Newsletter*
- (5) BRC Bulletin – December 2019*
- (6) New Amendment to Borough Code*

- (7) Bradford County Library Invitation**
- (8) COG Meeting – January 9, 2020**
- (9) 2020 Material Rates – Stagecoach Transport Crushing LLC**
- (10) Letter From PUC – First Light Fiber, Inc.**

NEW BUSINESS

- (1) Milnes Engineering Proposal - \$14,500 (Hunt Engineering - \$18,000)**
- (2) Selective Insurance Reimbursement for Kuharchik Traffic Light Repair**
- (3) Motion to adopt Ordinance 68 rescinding Ordinance 21 regarding Non-Uniformed Pension Plan**
- (4) Motion to sign agreement – Right of Way and Easement for Temporary Water Line**

Executive Session:

- (1) Evaluation and salary adjustment for Borough Secretary/Treasurer**
- (2) Evaluation and salary adjustment for Borough Maintenance/Ordinance Officer and Jim Goodwin**
- (3) Evaluation and salary adjustment for Cemetery Caretaker**

Next Meeting February 3, 2020

WYALUSING BOROUGH REGULAR COUNCIL REORGANIZATION MEETING
Wyalusing Borough Hall
January 6, 2020 @ 7:00pm

The Wyalusing Borough Council held their reorganization meeting at the Wyalusing Borough Hall on Monday, January 6, 2020, at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Susan Burgess, Mayor; Dale Grover, Ordinance Enforcement & Borough Maintenance; and Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier)

Mayor Burgess led the Pledge of Allegiance and called the meeting to order at 7:00pm. The Mayor acknowledged the use of a digital voice recorder. The Mayor gave the Oath of Office to the newly elected Council members, Micah Dietz, Josh Kilmer, Steven Lewis, and Josh VanDeMark.

The Mayor called for nominations for the office of Council President. There was 1 nomination, Josh Kilmer. The Mayor called for the vote, which was unanimous and Josh Kilmer was re-elected President. The Mayor then called for nominations for the office of Vice President. There was one nomination, Josh VanDeMark. The Mayor called for the vote which was unanimous and Josh VanDeMark was re-elected Vice President.

The Mayor turned the meeting over to Josh Kilmer, President.

Following a short discussion, a motion was made by Steven Lewis and seconded by Micah Dietz to reaffirm the retention of the current solicitor, Open Records Officer, Emergency Management Coordinator, Zoning Officer, and Borough Secretary/Treasurer. Micah Dietz made the motion, seconded by Josh VanDeMark to appoint Steven Lewis, WMA Liaison; Gary Rouse made the motion, seconded by Steven Lewis to appoint Scott Snyder as Chair of the Vacancy Board. The motions were carried unanimously by voice vote.

A motion was made by Gary Rouse, seconded by Steven Lewis to reappoint Code Inspections, Inc. and the Code Enforcement Officer. The motion was carried unanimously by voice vote. A motion was made by Gary Rouse and seconded by Josh VanDeMark to authorize payment of Payroll and any necessary bills on a semi-monthly basis. The motion was carried unanimously by voice vote. Motion to approve Resolution 2020-1, the current fee schedule as presented to Council was made by Micah Dietz and seconded by Steven Lewis. The motion was carried unanimously by voice vote. Motion to approve Resolution 2020-2 to reappoint Bradford County TCC Voting Delegate and alternate was made by Micah Dietz and seconded by Josh

VanDeMark. The motion was carried unanimously by voice vote. Josh Kilmer will be the unofficial COG representative.

Approval permits have been received for the Brewer Hollow creek crossing. Steven Lewis made the motion to reopen the 2020 budget to add Account 459.0 for \$40,000.00 for this effort. The motion was seconded by Josh VanDeMark and carried unanimously by voice vote. The 2020 budget will be re-advertised and re-posted at the Borough Hall. The final budget will be voted on at the February 3, 2020 meeting.

The motion to approve the 2020 Council Committees was made by Micah Dietz and seconded by Gary Rouse. The motion carried unanimously by voice vote.

The Reorganization Meeting adjourned at 7:25PM and the regular meeting was convened.

Mayor's Report:

State Police Report: See Officer – 3
Warrant Service – 1
Welfare Check – 1
Disturbance/Noise Complaint – 1
Hit & Run Crash – 1
Retail Theft – 1
Domestic Security Check – 1
Motor Carrier Safety Inspection – 2

Citizen's Comments and Concerns: Joan Cashin expressed concern regarding recycling. According to Ordinance 12 garbage pickup company must provide recycling or pay a fine. The Borough will contact NTSWA and River Valley to find a solution. In the meanwhile, recycling is held at Merryhall, Camptown and Hollenback on various Saturdays.

Approval of Minutes: The Minutes of the December 2, 2019 Council meeting were reviewed by Council members. There were no corrections to the Minutes as presented. Micah Dietz made the motion to accept the Minutes as presented, seconded by Steven Lewis. The motion was carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented, seconded by Josh VanDeMark. The motion was carried unanimously by voice vote. The Treasurer's Report was reviewed by Council members. The President accepted the report and it was filed for audit.

Borough Maintenance/Ordinance Enforcement Officer Report: The detailed monthly report was previously distributed to the Council members. In addition, (1) Dale Grover reported that the Brewer Hollow permits have been received from DEP and (2) and 22 tons of salt have been stored.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members. The Non-Uniformed Pension Plan has been closed (see New Business)

Wyalusing Municipal Authority Liaison Report: Gary Rouse reported that Paul Litwin, The WMA attorney attended the last meeting to discuss the water plan with WASD, currently working on the budget and Cargill is still figuring out their sewer plan.

Correspondence: The following correspondence was reviewed by Council members:

- (1) Email from Greg Dibble – Penn Dot. Bidding thresholds for Boroughs for 2020 – Public Bid - \$21,000; 3 Telephonic/ 3 Written Bids - \$11,300
- (2) GWCC Dinner Meeting Invitation – Thursday, January 16, 2020
- (3) 2019 Gas Lease Royalties – spreadsheet with gas royalties' information was distributed to Council
- (4) EMHR December Newsletter
- (5) BRC Bulletin – December 2019
- (6) New Amendment to the Borough Code
- (7) Bradford County Library Invitation
- (8) COG meeting changed to January 9, 2020
- (9) 2020 material rates – Stagecoach Transport Crushing LLC
- (10) Letter from PUC – First Light Fiber, Inc.

New Business:

- (1) **Milnes Engineering Proposal.** Gary Rouse made the motion to accept the proposal from Milnes Engineering to consult on the Borough Hall security upgrade in the amount of \$14,500. The motion was seconded by Micah Dietz and carried unanimously by voice vote.
- (2) **Motion to Adopt Ordinance 68.** A motion to approve Ordinance 68 rescinding Ordinance 21 to cancel the Non-Uniformed Pension Plan for Wyalusing Borough was made by Gary Rouse and seconded by Josh VanDeMark. The motion was carried unanimously by voice vote.
- (3) **Chesapeake Right of Way Agreement.** A motion to sign the Chesapeake Right of Way Agreement was made by Micah Dietz, seconded by Steven Lewis and carried unanimously by voice vote.
- (4) **Payment for Office Assistance.** Due to the broken wrist of the Borough Secretary in early December, a motion to pay for the additional office assistance was made by Micah Dietz, seconded by Gary Rouse and carried unanimously by voice vote.

Old Business:

None

The Regular Council meeting adjourned at 7:50pm for an Executive Session. The Regular Meeting reconvened at 8:10pm. A motion was made and seconded to increase pay \$1.00/hour for Mike Davis, Jim Goodwin, Dale Grover and Joanne Vago. The motion was carried unanimously by voice vote.

The meeting adjourned at 8:15pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH AGENDA

February 3, 2020

Wyalusing Borough Hall @ 7:00pm

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ACKNOWLEDGE DIGITAL VOICE RECORDER

MAYORS REPORT

CITIZEN COMMENTS AND CONCERNS

Robert Tuttle - RTL

APPROVAL OF MINUTES

MONTHLY MEETING JANUARY 6, 2020

TREASURERS REPORT

APPROVAL TO PAY BILLS

ACCOUNT LISTING – JANUARY 22, 2020

BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER

FOSTER CORRESPONDENCE AND REPORT

WYALUSING MUNICIPAL AUTHORITY LIAISON REPORT

CORRESPONDENCE

- (1) Letter from Chesapeake Energy regarding plans to drill a Cross Unit Well**
- (2) Downstream Notification – Storb Environmental Incorporated (notice for WOC Energy)**
- (3) Downstream Notification – GTP Environmental Department**
- (4) Downstream Notification – Towanda Asphalt Plant**

- (5) Route 6 & EMHR Façade Program Workshop**
- (6) Letter from Chuck Howard (2)**
- (7) ICS-402 Overview for Senior Officials – Email from BC Public Safety**
- (8) DCNR Notice of recreation and conservation grants program**

NEW BUSINESS

- (1) Motion to adopt Reopened 2020 Budget for Wyalusing Borough**
- (2) NTSWA Recycling Proposal**

OLD BUSINESS

- (1) Milnes Engineering – Building Security Plans**

EXECUTIVE SESSION

Next Meeting March 2, 2020

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
February 3, 2020 @ 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on Monday, February 3, 2020, at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Susan Burgess, Mayor; Dale Grover, Ordinance Enforcement & Borough Maintenance; and Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier), Robert Tuttle, RTL, Glenn Layaou and Mick Goodwin, Milnes Engineering

Josh Kilmer, President led the Pledge of Allegiance and called the meeting to order at 7:00pm. He acknowledged the use of a digital voice recorder.

Mayor's Report:

State Police Report: Non-reportable crash – 1
Theft – 1
See Officer – 1
Suspicious Vehicle – 1
Welfare Check – 1
Traffic Violation (erratic driver) – 1
Commercial motor carrier inspections – 6
Domestic Security Checks – 2

The creek project bid proposals are not ready yet.

Citizen's Comments and Concerns: Robert Tuttle, RTL requested the use of the Borough Park for softball at the normal donation of \$500.00. The motion to allow the RTL the use of the Borough Park was made by Micah Dietz, seconded by Steven Lewis and carried unanimously by voice vote.

Approval of Minutes: The Minutes of the January 6, 2020 Reorganization Council meeting were reviewed by Council members. There were no corrections to the Minutes as presented. Josh VanDeMark made the motion to accept the Minutes as presented, seconded by Micah Dietz, and was carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented, seconded by Josh VanDeMark. The motion was carried unanimously by voice vote. The Treasurer's Report was reviewed by Council members. The President accepted the report and it was filed for audit.

Milnes Engineering (See Old Business) – Mick Goodwin, VP Engineering from Milnes presented drawings for the building security upgrade to Council members. The bullet resistant glass is the most expensive item. Extra security issues, i.e., key cards, cameras will be considered. The price for the update is approximately \$30,000 – the security wall will be 12 feet. There will be further discussion before final approval and the preparation of the bid package.

Borough Maintenance/Ordinance Enforcement Officer Report: The detailed January 2020 monthly report was previously distributed to the Council members. In addition, (1) Dale Grover reported that the street sweeping by NTSWA will be on April 15, 2020 at 9:00am, (2) Morgan Clinton called about water in basements along Main Street. There was some discussion as to a possible solution – the biggest issue is were to divert the water – ultimately the Borough is not responsible, and (3) Steve Kehoe from PennDot will be looking at First and Marsh streets for the 2020 project and will get the package together for the bid. Will be available for the March 2, 2020 Council Meeting.

Foster Correspondence and Report: Jonathan Foster’s report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: Steven Lewis reported on the discussion of manhole covers that need to be accessible and the location of the manhole cover on Homet Heights Boulevard behind the Plaza. Expansion of the sewer plant still in discussion phase.

Correspondence: The following correspondence was reviewed by Council members:

- (1) Letter from Chesapeake Energy regarding plans to drill a Cross Unit Well
- (2) Downstream Notification – Storb Environmental Incorporated (for WOC Energy)
- (3) Downstream Notification – GTP Environmental Department
- (4) Downstream Notification – Towanda Asphalt Plant
- (5) Route 6 & EMHR Façade Program Workshop
- (6) Two letters from Chuck Howard – no project he has proposed complies with zoning regulations – letter will be coming from Jonathan Foster who will review the previous correspondence outlining the issues.
- (7) Email from BC Public Safety – ICS-402 Overview for Senior Officials
- (8) DCNR notice of recreation and conservation grants program

New Business:

- (1) **Reopened 2020 Budget.** Gary Rouse made the motion to approve the reopened budget for 2020, seconded by Steven Lewis and carried unanimously by voice vote.
- (2) **NTSWA Recycling Proposal.** There was a discussion regarding the cost of the proposed recycling in the Borough at a monthly cost of \$596/month for curbside recycling. Notice will be put in Rocket-Courier and on the website to see how in many people in the Borough are interested in monthly recycling.

- (3) **Other:** The Borough Secretary will invoice Marcia Eaton for ½ of the cost of the storm drain on her property as per verbal agreement. There was a brief discussion regarding the Borough Hall cleaning. Micah Dietz made the motion to increase the amount for the Borough Hall monthly cleaning from \$40 to \$60/month, seconded by Gary Rouse and carried unanimously by voice vote.

Old Business:

See above regarding Milnes Engineering

The meeting adjourned at 8:15pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH AGENDA

March 2, 2020

Wyalusing Borough Hall @ 7:00pm

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ACKNOWLEDGE DIGITAL VOICE RECORDER

MAYORS REPORT

CITIZEN COMMENTS AND CONCERNS

Borough Park – Easter Egg Hunt 4/11/2020

Borough Park – Firemen’s Carnival 7/19 – 8/16

Borough Streets – Parade on 8/5/2020 from 6:15 -7:15 pm

Borough Park – Fireworks on Friday 8/7/2020

T-W on behalf of their tenants – dogs barking on Fifth Street – resolved?

APPROVAL OF MINUTES

MONTHLY MEETING FEBRUARY 3, 2020

TREASURERS REPORT

APPROVAL TO PAY BILLS

BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER

FOSTER CORRESPONDENCE AND REPORT

WYALUSING MUNICIPAL AUTHORITY LIAISON REPORT

CORRESPONDENCE

- (1) PA State Liquor Board – Transfer application from BETR Inc.
42596 Route 6, Wyalusing, PA**

- (2) EMHR Newsletter**
- (3) GWCC Regional Façade Grant Program**
- (4) PSAB Update**
- (5) Responsible Recycling Services**

NEW BUSINESS:

- (1) Planning Commission meeting on March 23, 2020 at ?? – Motion to advertise meeting in March 5 and March 12, 2020 Rocket-Courier**

OLD BUSINESS:

- (1) NTSWA Recycling Program (7 Responses)**
- (2) Charles Howard Third Revision – Proposal for Office Building which is allowable – letter of approval from Council requested.**

Next Meeting April 6, 2020

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
March 2, 2020 @ 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on Monday, March 2, 2020, at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Susan Burgess, Mayor; Dale Grover, Ordinance Enforcement & Borough Maintenance; and Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier) and Marsha Eaton (Resident)

Josh Kilmer, President led the Pledge of Allegiance and called the meeting to order at 7:00pm. He acknowledged the use of a digital voice recorder.

Mayor's Report: The Mayor had not received the report from the State Police. There was a question from a resident regarding the handing out of leaflets. Do they need a solicitor's permit. It was determined by Council that a Solicitor's Permit is required.

Citizen's Comments and Concerns: Marsha Eaton questioned the invoice received from the Borough on the 22nd of February. The invoice was for half of the stream bed work done and paid for by the Borough. Following a brief discussion, the Borough Secretary will prepare a Payment Agreement for monthly payments made to the Borough that will be signed by both parties.

Council reviewed the following requests: (1) use of the Borough Park for the weeks of July 19 and July 26th as well as the weeks of August 2, 9, and 16 for the annual Fireman's celebration, (2) permit for fireworks in the Borough during the week of August 3-8, 2020, display to be held on Friday, August 7th, weather permitting, (3) use of Borough Park for the Annual Easter Egg Hunt on Saturday, April 11, 2020. Steven Lewis made the motion to approve all three requests. The motion was seconded by Micah Dietz and carried unanimously by voice vote.

Approval of Minutes: The Minutes of the February 3, 2020 Regular Council meeting were reviewed by Council members. There were no corrections to the Minutes as presented. Micah Dietz made the motion to accept the Minutes, seconded by Gary Rouse and carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented, seconded by Josh VanDeMark. The motion was carried unanimously by voice vote. The Treasurer's Report was reviewed by Council members. The President accepted the report and it was filed for audit.

Borough Maintenance/Ordinance Enforcement Officer Report: The detailed February 2020 monthly report was previously distributed to the Council members. In addition, (1) Dale Grover reported that Steve Kehoe from PennDot reviewed First Street, E. Third Street and Marsh Street for the second phase of street repaving. He will prepare the bid package for advertisement. Before the road work can be done there are two sluice pipes that will need to be replaced which would be extra. These will be two separate projects and Dale will find a local contractor to handle the two sluice pipes. (2) Estimated cost for a controller for the salt spreader is \$900.00. Josh VanDeMark made the motion to approve the cost, seconded by Gary Rouse. The motion was carried unanimously by voice vote. (3) Bus driver called regarding difficulty in making left on Second Street near Downtown Auto. Put up No Parking signed and will call Dale if any further issues. Also discussed was the parking issue on Marsh Street – may need to make one-way parking.

Foster Correspondence and Report: Jonathan Foster’s report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: Steven Lewis reported that discussions regarding the expansion of the sewer plant have stopped. DEP has given permits to increase capacity. Also discussed was the security construction for the Borough Hall.

Correspondence: The following correspondence was reviewed by Council members:

- (1) PA State Liquor Board – Transfer application from BETR Inc. 42596 Route 6, Wyalusing, PA
- (2) EMHR Newsletter
- (3) GWCC Regional Façade Grant Program
- (4) PSAB Update
- (5) Responsible Recycling Services
- (6) Receipt of Liquid Fuels Funds

New Business:

The Planning Commission will meet on March 23rd to review the new Zoning Ordinance. Micah Dietz made the motion to advertise the meeting in the March 5th and 12th issue of the Rocket-Courier. The motion was seconded by Steven Lewis and carried unanimously by voice vote.

Old Business:

- (1) There have been seven responses to the recycling program inquiry. This will be tabled for a few months.
- (2) Charles Howard has submitted his third revision for the property on Canal Street. It is a proposal for an office facility which was previously approved some years ago by

the Planning Commission. The matter has been referred to our solicitor for review.
He has requested a letter of approval from the Borough Council.

The meeting adjourned at 8:00pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
April 6, 2020 @ 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on Monday, April 6, 2020, at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Susan Burgess, Mayor; Dale Grover, Ordinance Enforcement & Borough Maintenance; and Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier)

Josh Kilmer, President led the Pledge of Allegiance and called the meeting to order at 7:00pm. He acknowledged the use of a digital voice recorder.

Mayor's Report: The Mayor gave the monthly police report for the Borough:

- 1 Request Other Agency
- 1 Hit & Run Crash
- 1 Reportable Crash
- 1 Trespass
- 1 Theft Investigation
- 1 Drug Possession
- 1 Debris on Roadway
- 2 Harassments
- 1 See Officer
- 6 Patrol Checks (Businesses)
- 17 Domestic Security Checks (churches, schools, govt. buildings)
- 4 Commercial Motor Vehicle Inspections

Local Rotary Club is supporting first responders by using red lights on electronic signs. The Mayor is providing her telephone number to help run errands for meds and groceries for people who do not want to go out. Notice will be placed in the Rocket Courier. The Mayor of Laceyville Borough has asked if Wyalusing would like to share police with Laceyville. The Council was polled and they voted not to accept offer to share police with Laceyville Borough.

Citizen's Comments and Concerns: None. One telephone call from a resident regarding brush pickup. The pickup of brush for the Borough will begin on Tuesday, April 7th and will continue until further notice. There will be a notice put in this week's Rocket-Courier.

Approval of Minutes: The Minutes of the March 2, 2020 Regular Council meeting were reviewed by Council members. There were no corrections to the Minutes as presented.

Micah Dietz made the motion to accept the Minutes, seconded by Steven Lewis and carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented, seconded by Josh VanDeMark. The motion was carried unanimously by voice vote. The Treasurer's Report was reviewed by Council members. The President accepted the report and it was filed for audit.

Borough Maintenance/Ordinance Enforcement Officer Report: The detailed March 2020 monthly report was previously distributed to the Council members. In addition, (1) Dale Grover reported that he mounted the bracket for the controller piece on the new truck, (2) Commissioners called about the land currently being used as the Municipal dump – do we want to own? Josh Kilmer will call Jonathan Foster with questions regarding property.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: Steven Lewis reported that their meeting was short and there was a lot of discussion about spending money to upgrade equipment and the price to run camera lines through the Borough.

New Business:

- (1) Motion to ratify actions taken by Council on March 31, 2020 to sign Declaration of Emergency for Wyalusing Borough was made by Micah Dietz, seconded by Gary Rouse and carried unanimously by voice vote.
- (2) Motion to ratify actions taken by Council on March 27, 2020 to pass Resolution No. 2020-3 adopting Bradford County's 2020 Hazard Mitigation Plan as the plan for the Borough and to implement the recommended activities assigned to them was made by Steve Lewis, seconded by Micah Dietz and carried unanimously by voice vote.
- (3) Motion to ratify actions taken by Council on March 31, 2020 to pass Resolution No. 2020-4 approving and adopting the November 2019 update for the Bradford County Emergency Operations Plan was made by Micah Dietz, seconded by Josh VanDeMark and carried unanimously by voice vote.
- (4) A motion was made by Micah Dietz to hold the Borough's Spring Cleanup Day on May 16, 2020, seconded by Gary Rouse and passed unanimously by voice vote.

The meeting adjourned at 7:35pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
May 4, 2020 @ 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on Monday, May 4, 2020, at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Susan Burgess, Mayor; Dale Grover, Ordinance Enforcement & Borough Maintenance; and Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier), Lisa Vaskas, Rachael Alexander, and Chad Patton (representing parents of the WASD 2020 graduating class), and Alex Patton (representing the WASD 2020 graduates)

Josh Kilmer, President led the Pledge of Allegiance and called the meeting to order at 7:00pm. He acknowledged the use of a digital voice recorder.

Mayor's Report: The Mayor has had one call for shoppers and has been attending Zoom meetings with United Way. Participated in the Bells Across America sponsored by the Pennsylvania Mayor's Association.

Citizen's Comments and Concerns: Lisa Vaskas, representing the Wyalusing Class of 2020 parent's committee proposed an alternate plan for graduation ceremonies that would require the use of the Borough Park. It is a different plan than the one currently before the WVHS School Board. After some discussion, Council agreed to the use of the Borough Park should it be necessary. There will be another Council meeting before the graduation date for further discussion if necessary. There was also a discussion about the RTL Little League season. It was the consensus of the Council that if the RTL can comply with the State guidelines, the Council would have no objection to RTL using the Borough Park.

Approval of Minutes: The Minutes of the April 6, 2020 Regular Council meeting were reviewed by Council members. There were no corrections to the Minutes as presented. Micah Dietz made the motion to accept the Minutes, seconded by Steven Lewis and carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented, seconded by Josh VanDeMark. The motion was carried unanimously by voice vote. The Treasurer's Report was reviewed by Council members. The President accepted the report and it was filed for audit.

Borough Maintenance/Ordinance Enforcement Officer Report: The detailed March 2020 monthly report was previously distributed to the Council members. In addition, Dale Grover reported (1) NTSWA swept streets on April 15th and then re-swept on April 29th, after Penn Dot cindered, (2) the Borough will sell the old street sweeper, (3) the light on Felter Way has been installed as well as the light on Gaylord Street, and (4) Nikki and John Keeney installed the Free Library at the Borough Hall.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: No report.

Correspondence: The following correspondence was reviewed by Council:

- (1) Helping Hands donation request – Email
- (2) PSAB Notice of Annual Conference postponement
- (3) Susquehanna Greenway Partnership memo
- (4) PA Recreation and Park Society Newsletter
- (5) Neighborhood Blight Update
- (6) Census Bureau Update – Wyalusing Borough only 7.4%
- (7) PennDot Newsletter
- (8) Process to Reopen Pennsylvania – April 23, 2020
- (9) Update PA Legislation
- (10) PSAB Update

New Business:

- (1) The Borough President, Josh Kilmer opened the bids for the 2020 paving contract as follows: Glenn O. Hawbaker, Inc. - \$78,278.00
MR Dirt - \$81m575.00
Bishop Brothers Construction - \$81,615.25
A motion was made by Josh VanDeMark to award the bid to Glenn O. Hawbaker, Inc. for the 2020 paving contract. The motion was seconded by Steven Lewis and carried unanimously by voice vote.
- (2) Plans and Proposal for Professional Services for the Park Site Development was received from Hunt Engineering, Inc. Steven Lewis made the motion to approve the professional services agreement from Hunt Engineering, Inc. for the trail creek project. The motion was seconded by Gary Rouse and carried unanimously by voice vote.
- (3) The independent auditor's report was reviewed by Council. A motion to approve the independent auditor's report was made by Micah Dietz, seconded by Josh VanDeMark and carried unanimously by voice vote.

- (4) A motion was made by Micah Dietz to ratify the proclamation dated April 24, 2020 supporting Bells Across Pennsylvania Day on May 3, 2020. The motion was seconded by Steven Lewis and carried unanimously by voice vote.

Old Businss:

- (1) There was a brief discussion regarding the property the County is ceding to the Borough. The motion to accept the property (currently where the Borough dump is located) from the County was made by Micah Dietz. The motion was seconded by Gary Rouse and carried unanimously by voice vote. Closing date on property is to be determined.
- (2) The Planning Commission will meet on May 18, 2020 at 600pm to review the updated Zoning Ordinance.

The meeting adjourned at 8:10pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH AGENDA

May 4, 2020

Wyalusing Borough Hall @ 7:00pm

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ACKNOWLEDGE DIGITAL VOICE RECORDER

MAYORS REPORT

CITIZEN COMMENTS AND CONCERNS

Bob Tuttle – RTL

Lisa Vaskas – Proposal Wyalusing Class of 2020

APPROVAL OF MINUTES

MONTHLY MEETING APRIL 6, 2020

TREASURERS REPORT

APPROVAL TO PAY BILLS

BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER

FOSTER CORRESPONDENCE AND REPORT

WYALUSING MUNICIPAL AUTHORITY LIAISON REPORT

CORRESPONDENCE

- (1) *Helping Hands donation request – Email***
- (2) *PSAB Notice of Postponement of Annual Conference & Exhibition***
- (3) *Susquehanna Greenway Partnership memo***
- (4) *PA Recreation and Park Society Newsletter***
- (5) *Neighborhood Blight Update***

- (6) Census Bureau Update – Wyalusing Borough only 7.4% (lowest in Bradford County)**
- (7) PennDot Newsletter**
- (8) Process to Reopen Pennsylvania – April 23, 2020**
- (9) Updated PA Legislation**
- (10) PSAB Update**

NEW BUSINESS:

- (1) Open Bids – Paving Contract for First, Marsh, East Third Streets**
- (2) Plans and Proposal for Professional Services – Hunt Engineering for Park Site Development – Motion to Approve**
- (3) Independent Auditor’s Report for 2019 – Review and Motion to Approve**
- (4) Motion to ratify proclamation dated April 24, 2020 – Bells Across Pennsylvania Day May 3, 2020**

OLD BUSINESS:

- (1) LERTA – Local Economic Revitalization Tax Assistance – first need to establish an area before doing resolutions**

EXECUTIVE SESSION

Next Meeting June 1, 2020

Members of the public are urged not to attend. If any resident has emergency business they want Council to discuss, please call (570) 746-1707 or email wyalboro@epix.net before noon on May 4, 2020. Please stay safe.

WYALUSING BOROUGH AGENDA

May 4, 2020

Wyalusing Borough Hall @ 7:00pm

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ACKNOWLEDGE DIGITAL VOICE RECORDER

MAYORS REPORT

CITIZEN COMMENTS AND CONCERNS

Bob Tuttle – RTL

Lisa Vaskas – Proposal Wyalusing Class of 2020

APPROVAL OF MINUTES

MONTHLY MEETING APRIL 6, 2020

TREASURERS REPORT

APPROVAL TO PAY BILLS

BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER

FOSTER CORRESPONDENCE AND REPORT

WYALUSING MUNICIPAL AUTHORITY LIAISON REPORT

CORRESPONDENCE

- (1) *Helping Hands donation request – Email***
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- (5) *Neighborhood Blight Update***

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NEW BUSINESS:

- (1) Open Bids – Paving Contract for First, Marsh, East Third Streets**
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- (3) Independent Auditor’s Report for 2019 – Review and Motion to Approve**
- (4) Motion to ratify proclamation dated April 24, 2020 – Bells Across Pennsylvania Day May 3, 2020**

OLD BUSINESS:

- (1) LERTA – Local Economic Revitalization Tax Assistance – first need to establish an area before doing resolutions**

EXECUTIVE SESSION

Next Meeting June 1, 2020

Members of the public are urged not to attend. If any resident has emergency business they want Council to discuss, please call (570) 746-1707 or email wyalboro@epix.net before noon on May 4, 2020. Please stay safe.

WYALUSING BOROUGH PLANNING COMMISSION MEETING
Wyalusing Borough Hall
May 18, 2020 @ 6:00pm

The Wyalusing Borough Planning Commission held their first meeting at the Wyalusing Borough Hall on Monday, May 18, 2020, at 6:00pm. Those in attendance were:

Council Members: Josh Kilmer, Heather VanDeMark, and Larry Whipple

Others: Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier)

Josh Kilmer led the Pledge of Allegiance and called the meeting to order at 6:00pm. A motion was made by Larry Whipple and seconded by Heather VanDeMark that Josh Kilmer act as Chair of the Commission. Motion carried unanimously.

The Commission reviewed the following items addressed by Matt Williams, Bradford County Planning Director in his letter to the Borough dated May 7, 2020.

- Article III – Designation of Districts – Floodplain Overlay Map will be part of the Appendix – ordinance adopts by reference the Floodplain Ordinance adopted in 2014.
- Article III, Section 302 – Zoning Map. Updated Zoning Map will be added to Appendix with description.
- Article IV – Section numbering – table has been revised and numbering will be checked and revised if necessary by Borough Secretary.
- Article IX, Section 901 discussed. Borough Code Enforcement Officer will work with County GIS to compile a map and roster of non-conforming lots that will allow certificates to be issued in accordance with this Section.
- Article X Section 1006 – Application for Zoning Permit – will be included in Appendix.

After a discussion, a motion to approve the revised Zoning Ordinance with the above recommendations was made by Heather VanDeMark, seconded by Larry Whipple and carried unanimously.

The meeting adjourned at 6:25pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH AGENDA

June 1, 2020 - Draft

Wyalusing Borough Hall @ 7:00pm

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ACKNOWLEDGE DIGITAL VOICE RECORDER

MAYORS REPORT

CITIZEN COMMENTS AND CONCERNS

APPROVAL OF MINUTES

MONTHLY COUNCIL MEETING MAY 4, 2020

PLANNING COMMISSION MEETING MAY 18, 2020

TREASURERS REPORT

APPROVAL TO PAY BILLS

BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER

FOSTER CORRESPONDENCE AND REPORT

WYALUSING MUNICIPAL AUTHORITY LIAISON REPORT

CORRESPONDENCE

- **EMAIL FROM GREG DIBBLE UPDATE ON MUNICIPAL SERVICES UNIT**
- **NEWSLETTER FROM WYALUSING CHAMBER OF COMMERCE**
- **SUSQUEHANNA E-CONNECTIONS NEWSLETTER**
- **EMAIL FROM BRADFORD COUNTY COMMISSIONERS REGARDING REAL ESTATE TAX ISSUES FROM COVID-19**
- **LETTERS FROM GANNON ASSOCIATES – CREDIT PORTION OF COMMERCIAL AUTO POLICY #S1015276 AND #S2296115**
- **PENN STATE EXTENSION COMMUNITY TREES PROGRAM**

- **CENSUS UPDATE**
- **ROUTE 6 CONNECTION NEWSLETTER**
- **WYALUSING CHAMBER OF COMMERCE MEETING MINUTES AND FINANCIALS**
- **WYALUSING CHAMBER OF COMMERCE NEWSLETTER RE: OPENING**
- **PSAB UPDATE**
- **EMAIL RE: APPROVAL OF 2019 ANNUAL AUDIT AND FINANCIAL REPORT**

NEW BUSINESS:

- (1) **MOTION TO ACCEPT PLANNING COMMISSION'S RECOMMENDATION TO ADOPT UPDATED ORDINANCE 40 – ZONING AND TO ADVERTISE PUBLIC MEETING FOR JULY 6, 2020**
- (2) **REVIEW PROPOSAL FROM BURGESS CONSTRUCTION REGARDING THE 2 DITCHES THAT NEED TO BE REPAIRED BEFORE PAVING PROJECT BEGINS**

OLD BUSINESS:

- (1) **STATE ETHICS FORMS – PLEASE COMPLETE AND RETURN TO BOROUGH OFFICE (EVEN IF THERE IS A COPY WITH THE ELECTION OFFICE, ONE NEEDS TO BE KEPT IN THE BOROUGH FILE)**
- (2) **ANY COMMENTS ON MILNES ENGINEERING'S PLAN FOR THE SECURITY IMPROVEMENTS IN BOROUGH HALL. IF THERE ARE NONE, SHOULD THEY BEGIN PREPARING BIDS?**

Members of the public are urged not to attend. If any resident has emergency business they want Council to discuss, please call (570) 746-1707 or email wyalboro@epix.net before noon on June 1, 2020. A draft Agenda will be on the website - wyalusingborough.com. Please stay safe.

Next Meeting July 6, 2020

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
June 1, 2020 @ 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on Monday, June 1, 2020, at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Susan Burgess, Mayor; Dale Grover, Ordinance Enforcement & Borough Maintenance; and Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier)

Josh Kilmer, President led the Pledge of Allegiance and called the meeting to order at 7:00pm. He acknowledged the use of a digital voice recorder.

Mayor's Report: The Mayor presented her report from the State Police:

- 2 – See Officer
- 1 – Theft
- 1- Suspicious Person
- 1 – Domestic Dispute
- 1 – Alarm
- 1 – Attempt to Locate
- 1 – Criminal Mischief (property damage)
- 1 – Disorderly Conduct
- 1 – Harassment

Things have been quiet in the Borough. The engineering plans for the Trail Project have been submitted to DCED for review.

Citizen's Comments and Concerns: None

Approval of Minutes: The Minutes of the May 5, 2020 Regular Council meeting and the May 18, 2020 Planning Commission were reviewed by Council members. There were no corrections to the Minutes as presented. Steven Lewis made the motion to accept the Minutes, seconded by Micah Dietz and carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented, seconded by Josh VanDeMark. The motion was carried unanimously by voice vote. The Treasurer's Report was reviewed by Council members. The President accepted the report and it was filed for audit.

Borough Maintenance/Ordinance Enforcement Officer Report: The detailed May 2020 monthly report was previously distributed to the Council members. In addition, Dale Grover reported (1) the pad at the Cemetery was poured and concrete blocks were used. A motion to pay the amount of \$3,000 for the work was made by Micah Dietz, seconded by Josh VanDeMark and carried unanimously by voice vote, (2) the flag poles are up and painted, with new ropes and pulleys, (3) the Deed for 4 acres on Riverside Drive held by the County has been deeded to Wyalusing Borough. Letters to adjacent property owners should be sent and further information as to the content of the letters will be forthcoming.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: The State of Pennsylvania (DEP) apparently made a mistake in their calculations for the approving the extra capacity previously permitted has been rescinded and WMA has resumed discussions for expanding the sewer plant.

Correspondence: The following correspondence was reviewed by Council:

- Email from PennDot updating Municipal Services Unit
- Newsletter from Susquehanna E-Connections
- Email from BC Commissioners regarding real estate tax issues from Covid-19
- Letters from Gannon Associates regarding credit portion of various policies
- Penn State Extension Community Trees Program
- Census Update
- Newsletter from Route 6 Connection
- Wyalusing Chamber of Commerce Meeting Minutes and Financials
- Newsletter from Wyalusing Chamber of Commerce re: Opening
- PSAB Updates
- Email approving 2019 Annual Audit and Financial Report

New Business:

- (1) The Planning Commission's recommendation to approve the updated Ordinance 46 Zoning was presented to Council. The advertisement for a public meeting on July 6, 2020 to adopt the updated Ordinance 46 -Zoning was made by Micah Dietz and seconded by Steven Lewis. The motion was carried unanimously by voice vote.
- (2) The proposed estimate for Rip-Rap Ditch work from Burgess Construction in the amount of \$6,700.00 was reviewed by Council. The work was approved and the actual cost will be approved when the invoice is received.
- (3) A motion was made by Gary Rouse to add Comprehensive Cyber Liability and Data Breach coverage to the Borough's Liability Insurance Policy in the amount of \$50.00 annually. The motion was seconded by Josh VanDeMark and carried unanimously by voice vote.

- (4) Subdivision/Land Development File No 2019-092 West Wyalusing LLC letter from Matt Williams was reviewed by the Council. The initial plans submitted were reviewed by the Council and accepted.

Old Business:

- (1) The State Ethics Forms were distributed and all members asked to complete and return to the Borough Office, even if there is a copy with the Election Office, one needs to be kept at the Borough.
- (2) The Milnes Engineering's plans for the security improvements at the Borough Hall were reviewed again and the Borough Secretary will notify Milnes to proceed with preparing the bid documents.

The meeting adjourned at 7:30pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH AGENDA

July 6, 2020

Wyalusing Borough Hall @ 7:00pm

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ACKNOWLEDGE DIGITAL VOICE RECORDER

MAYORS REPORT

CITIZEN COMMENTS AND CONCERNS

- Carol Goodman – Historical Plaque
- Jason Boatman has asked to be on Agenda (Use of Borough Park?)
- Josh Petlock (Use of Borough Park August 1st - November 14th)

APPROVAL OF MINUTES

MONTHLY COUNCIL MEETING JUNE 1, 2020

TREASURERS REPORT

APPROVAL TO PAY BILLS

BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER

FOSTER CORRESPONDENCE AND REPORT

WYALUSING MUNICIPAL AUTHORITY LIAISON REPORT

CORRESPONDENCE

- Eastern Bradford County COG
- PSAB On-Line Training – Newly Elected Municipal Officials
- COVID-19 Business Requirement
- GWCC Financial Report/Minutes
- Letter from PennDot regarding traffic signal poles
- 2020 Census Data

- *GWCC Chamber Updates*
- *Explore the Susquehanna*
- *PSAB Update*
- *PA's Bare Root Tree Program*
- *Senator Gene Yaw Newsletter*

NEW BUSINESS:

- (1) **BOROUGH INTEREST IN HOSTING A HOTSPOT OPEN FOR PUBLIC ACCESS**
- (2) **MIGRATING EMAIL FROM EPIX.NET TO WYALUSINGBOROUGH.COM**
- (3) **ADOPT RESOLUTION NO. 2020-5 ACT 13 SUPPLEMENTAL APPROPRIATIONS FOR 2020 BUDGET**

OLD BUSINESS:

- (1) **MOTION TO ADOPT REVISED ORDINANCE 46 - ZONING**
- (2) **SECURITY UPDATES – STATUS ON PREPARATION OF BID PACKAGES**

EXECUTIVE SESSION

Next Meeting August 3, 2020

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
July 6, 2020 @ 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on Monday, July 6, 2020, at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Susan Burgess, Mayor; Dale Grover, Ordinance Enforcement & Borough Maintenance; and Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier), Matt Hicks (The Daily Review), Carol Goodman (WCC), and David Burgess

The public meeting on the adoption of Ordinance 46 – Zoning was called to order by President Josh Kilmer. The President asked if there were any comments on updated Ordinance 46 – Zoning. There being none, the President closed the meeting.

The Wyalusing Borough Regular Council meeting was called to order at 7:05pm. Josh Kilmer, President led the Pledge of Allegiance and acknowledged the use of a digital voice recorder.

Mayor's Report: The Mayor presented her report from the State Police:

- 1 – 302 Commitment (Senate Street)
- 1 – Alarm (Riverside Drive)
- 1 – Domestic (Wyalusing Meadows)
- 1 – Drug Overdose (Wyalusing Hotel)
- 2 – See Officers (Wyalusing Meadows)
- 1 – Suspicious Person (2nd Street)

The Trail Project is proceeding.

Citizen's Comments and Concerns: Carol Goodman from WCC, whose purpose is to preserve heritage and maintain historical markers, presented a proposal to place a historical marker on the Wyalusing Borough Hall. The marker will be placed wherever Council deems appropriate. Steven Lewis made the motion to accept the proposal, Micah Dietz seconded the motion and it was carried unanimously by voice vote.

Josh Petlock requested use of the Borough Park from 8/1/2020 – 11/14/2020 for youth soccer. Gary Rouse made the motion to approve the request, seconded by Steven Lewis and carried unanimously by voice vote.

David Burgess inquired as to the progress Council has made on the LERTA program. Chris Brown indicated that “the ball was in our court”. Josh Kilmer said that Mr. Brown was

supposed to get agreement from the Wyalusing School District before Council would proceed. The Borough Secretary will send an email to Chris Brown to see if any progress in this area has been made.

Approval of Minutes: The Minutes of the June 1, 2020 Regular Council meeting were reviewed by Council members. There were no corrections to the Minutes as presented. Micah Dietz made the motion to accept the Minutes, seconded by Gary Rouse and carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented, seconded by Josh VanDeMark. The motion was carried unanimously by voice vote. The Treasurer's Report was reviewed by Council members. The President accepted the report and it was filed for audit.

Borough Maintenance/Ordinance Enforcement Officer Report: The detailed June 2020 monthly report was previously distributed to the Council members. (1) Susan Burgess reported that trees were overgrown in the hill area as well as other parts of the Borough. JJ Carpenter trimmed several years ago, so Dale Grover will make a list and get an estimated from JJ Carpenter for the next August meeting. (2) There was a discussion regarding the leaf blower box previously approved for \$2,999 at the December 2019 meeting. (3) The property on Riverside Drive will need to be surveyed. Dale Grover will get an estimate by the August meeting. The property also needs to have Rules and Regulations established. (5) The roof on the Pavilion needs painting or replacing. Dale will get an estimate on both approaches. (6) The green sign has been repaired by Fenton's welding and replaced. All parties are very pleased.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: Steve Lewis reported on the Zoom meeting with the Authority. Authority is still discussing expansion process. They will be meeting face to face at their next meeting.

Correspondence: The following correspondence was reviewed by Council:

- Eastern Bradford County COG
- PSAB On-Line Training – Newly Elected Municipal Officials
- COVID-19 Business Requirement
- GWCC Financial Report/Minutes
- Letter from PennDot regarding traffic signal poles
- 2020 Census Data
- GWCC Chamber Updates
- PSAB Update
- Senator Gene Yaw Newsletter
- BCCD – Approval of Minor Amendment to Permit Coverage – Wyalusing Meadows

New Business:

- (1) The Council reviewed the email from Matt Williams regarding establishing a hotspot for public access within the Borough. After a short discussion, the Borough Park was suggested as a possible spot – it would need different routers. The Borough will look into this and report back at the August meeting. The Borough Secretary will inform Matt Williams.
- (2) There was a short discussion regarding migrating email from epix.net to wyalusingborough.com. Josh VanDeMark made the motion to make the change, seconded by Steven Lewis and carried unanimously by voice vote.
- (3) A motion to adopt Resolution No. 2020-5 Act 13 Supplemental Appropriations for the 2020 Budget was made by Steven Lewis and seconded by Micah Dietz. The motion was carried unanimously by voice vote.

Old Business:

- (1) After the public hearing, the motion to adopt revised Ordinance 46 – Zoning was made by Micah Dietz, seconded by Josh VanDeMark and carried unanimously by voice vote.
- (2) The proposed bid documents by Milnes Engineering were reviewed and discussed by Council. A motion to accept the bid documents, proceed to draw up plans, and advertise for bids was made by Gary Rouse, seconded by Micah Dietz and carried unanimously by voice vote.

An Executive Session was convened at 7:45pm to discuss real estate issues. There was no action taken.

The Regular Meeting was reconvened and adjourned at 8:10pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH AGENDA

August 3, 2020

Wyalusing Borough Hall @ 7:00pm

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ACKNOWLEDGE DIGITAL VOICE RECORDER

MAYORS REPORT

CITIZEN COMMENTS AND CONCERNS

APPROVAL OF MINUTES

MONTHLY COUNCIL MEETING JULY 6, 2020

TREASURERS REPORT

APPROVAL TO PAY BILLS

BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER

FOSTER CORRESPONDENCE AND REPORT

WYALUSING MUNICIPAL AUTHORITY LIAISON REPORT

CORRESPONDENCE:

- **GWCC Minutes and Financial Statements – June Meeting**
- **New BC Dept. of Community Planning & Mapping Services GIS Coordinator (Rich Lasko replacing Scott Molnar)**
- **Request for Wyalusing Borough to send letter to General Assembly regarding elimination of preemption on municipalities to ban single-use plastic containers**
- **Selective Insurance Notice of Policy Renewal – September 2020**
- **PSAB Update**
- **Course Vector News Update**

- *Route 6 Connection*
- *2020 Road Name Sign Replacement Program*
- *Western COG Annual Dinner Meeting*

NEW BUSINESS:

- (1) *TAMA BUILDING DONATION/PROPOSAL*
- (2) *SPEED BUMPS*
- (3) *COST OF SURVEY FOR PROPERTY GIVEN BY BRADFORD COUNTY*
- (4) *2021 BUDGET PREPARATION – SCHEDULE BUDGET MEETING FOR SEPTEMBER*

OLD BUSINESS:

NONE

Next Meeting September 8, 2020 (Tuesday)

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
August 3, 2020 @ 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on Monday, August 3, 2020, at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Susan Burgess, Mayor; Dale Grover, Ordinance Enforcement & Borough Maintenance; and Joanne Vago, Secretary/Treasurer

Public: David Keeler (Rocket-Courier)

President Josh Kilmer called the meeting to order at 7:00pm. He led the Pledge of Allegiance and acknowledged the use of a digital voice recorder.

Mayor's Report: The Mayor presented her report from the State Police:

- 1 – Firearms Act Violation
- 1 – Abandoned Vehicle
- 1 – Traffic violation (Other)
- 1 – Theft
- 1 – Welfare Check
- 1 – See Officer
- 1 – Disturbance/Noise Complaint
- 6 – Motor Carrier Inspections

I attended a virtual Mayor's Conference – three days w/breaks. There were interesting discussions regarding COVID-19. Mayor's Office not a police force and it is up to business to enforce the rules. Met with Chris Wood (Hunt Engineering) on the Trail Project. Getting materials to DCNR so the bid package can be prepared.

Citizen's Comments and Concerns: None

Approval of Minutes: The Minutes of the July 6, 2020 Regular Council meeting were reviewed by Council members. There were no corrections to the Minutes as presented. Gary Rouse made the motion to accept the Minutes, seconded by Steven Lewis and carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented, seconded by Josh VanDeMark. The motion was carried unanimously by voice vote. The Treasurer's Report was reviewed by Council members. The President accepted the report and it was filed for audit.

Borough Maintenance/Ordinance Enforcement Officer Report: The detailed June 2020 monthly report was previously distributed to the Council members. (1) Estimate from Butler Land Surveying for the 4 acre parcel on Riverside Drive - \$2,100 will include 4 copies of the boundary map, (2) Repair of Pavilion roof was discussed – estimate on materials from CC Allis is \$1,829.07, labor hasn't been priced. This can wait until next year; however one piece needs to be nailed down. (3) JJ Carpenter gave an estimate of \$2100/day for tree work discussed at last meeting, work will be a day and a half – also new trees on Felter Way need to be trimmed. (4) Question as to whether vaults are required at the Cemetery. Pennsylvania law states that individual cemeteries can make that determination. They are a requirement at Wyalusing Borough Cemetery and need to be stated in the Rules and Regulations. (5) Brewer Hollow project proceeding – an estimate of the initial work will be submitted.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: Steve Lewis reported on the Zoom meeting with the Authority. Much discussion on the grinder upgrades, nothing further on the expansion project.

Correspondence: The following correspondence was reviewed by Council:

- GWCC Minutes and Financial Statements – June Meeting
- New BC Dept. Of Community Planning & Mapping Services GIS Coordinator (Rich Lasko replacing Scott Molnar)
- Request to send letter to General Assembly regarding elimination of preemption on municipalities to ban single-use plastic containers
- Selective Insurance Notice of Policy Renewal – September 2020
- PSAB Update
- Course Vector News Update
- Route 6 Connection
- 2020 Road Name Sign Replace Program
- Western COG Annual Dinner Meeting

New Business:

- (1) The Council discussed the donation of the Tama Building and the possible uses, ie., tearing down building – provide parking and some green space. Possibility of making Marsh Street one way, first step is to acquire and remove building, then decide on what is most beneficial to community. Steven Lewis made the motion to accept the donation of the building from Dr. Tama, seconded by Gary Rouse and carried unanimously by voice vote.
- (2) There was a discussion regarding speed bumps on 2nd and Senate Streets and 1st and Senate Streets. The prices for temporary speed bumps are approximately

- \$800/intersection, 2 per intersection. After discussion, Micah Dietz made the motion to install temporary speed bumps at a price not-to-exceed \$2,000.00. The motion was seconded by Gary Rouse and carried unanimously by voice vote.
- (3) A motion to approve the survey by Butler Land Surveying at a cost of \$2,100 was made by Josh VanDeMark and seconded by Steven Lewis. The motion was carried unanimously by voice vote.
 - (4) A motion was made by Gary Rouse to approve the price of \$2100/per day (no more than two days) to trim trees in the Borough. The motion was seconded by Micah Dietz and carried unanimously by voice vote.
 - (5) The Borough Council will be discussing the 2021 Budget at a Special Meeting on September 21, 2020 at 6:30. Meeting will be advertised.

Old Business:

None

The meeting was adjourned at 7:45pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH AGENDA

September 8, 2020

Wyalusing Borough Hall @ 7:00pm

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ACKNOWLEDGE DIGITAL VOICE RECORDER

EXECUTIVE SESSION HELD AUGUST 24, 2020 @ 6:15pm

MAYORS REPORT

- 1 – Theft Investigation**
- 1 – Disturbance/Noise Complaint**
- 1 – Simple Assault**
- 1 – 911 Hang up Call**
- 1 – Business False Alarm**
- 2 – Attempt to Locate Person/Vehicle**
- 10 – Motor Carrier Safety Inspections**

Western & Eastern COG sponsoring an Electronic Recycling Day in Wysox, date TBD. There will be a per/piece charge, tires will be included.

Establish/Decide on Halloween Trick or Treat date and time

CITIZEN COMMENTS AND CONCERNS

APPROVAL OF MINUTES

MONTHLY COUNCIL MEETING AUGUST 3, 2020

TREASURERS REPORT

APPROVAL TO PAY BILLS

BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER

- Lines on Main Street

- *Tree Trimming*
- *Cemetery – Borough Secretary w/c Zach Mowry re: burial*
- *Portable johns to be left at Borough Park until November*

FOSTER CORRESPONDENCE AND REPORT

WYALUSING MUNICIPAL AUTHORITY LIAISON REPORT

CORRESPONDENCE:

- *Notice of Proposed Settlement of Class Action – Statoil USA (did not make copies – on file)*
- *Notice of Chapter 11 Bankruptcy Case – Chesapeake Energy Corporation (did not make copies – on file)*
- *GWCC July Minutes and Financials*
- *Bradford County Fire Company COVID Relief Grant Program – information forwarded to Tom Miller WVVFD Treasurer*
- *PSAB Unemployment Compensation Rate*
- *PennDot Notice of Estimated Allocation of 2021 Liquid Fuels (\$21,975.09)*
- *Email from Greg Dibble Penn Dot regarding municipal services during COVID-19*
- *PSAB Update*
- *PennDot LTAP Fall-Winter Virtual Educational Opportunities*
- *Municipal Pension Total Distress Score*
- *Census Update email*

NEW BUSINESS:

- (1) **REVIEW BID DOCUMENTS FOR BOROUGH HALL SECURITY UPGRADES**

OLD BUSINESS:

- (1) **TAMA BUILDING DONATION AGREEMENT – REVISION TO INCLUDE REMOVAL OF MEDICAL RECORDS**
- (2) **BREWER HOLLOW PROPOSAL SUBMITTED BY BURGESS CONSTRUCTION**

- (3) INSURANCE COVERAGE SUMMARY – WYALUSING BOROUGH 2020-2021**
- (4) SUBDIVISION/LAND DEVELOPMENT APPLICATION FILE No. 2020-055 MICHAEL & LOUANN KILMER (COUNCIL ACTING AS PLANNING COMMISSION APPROVAL)**
- (5) WI-FI HOT SPOT DESIGNATION – BOROUGH PARK? PROJECT CONNECT CALLED AND WOULD LIKE TO BEGIN SETTING UP WITHIN THE NEXT WEEK**
- (6) CHARLES HOWARD'S LATEST PROPOSAL**
- (7) REMINDER – BUDGET MEETING, SEPTEMBER 21, 2020 @ 6:30PM**

EXECUTIVE SESSION

Next Meeting October 5, 2020

WYALUSING BOROUGH COUNCIL SPECIAL MEETING
Wyalusing Borough Hall
September 21, 2020

Council Members: Micah Dietz, Josh Kilmer, Gary Rouse, Josh VanDeMark

Absent: Steven Lewis

Others: Susan Burgess, Mayor; Joanne Vago, Secretary/Treasurer

Public: Warren Howeler, Rocket-Courier

The meeting was called to order at 6:30pm by the President. The Pledge of Allegiance was recited and the President acknowledged the use of a digital recorder.

The purpose of the advertised meeting was initial discussion of the Wyalusing Borough 2021 budget, manhole covers, and an Executive Session to discuss the search for the Public Works Director for the Borough.

The following items were discussed with reference to establishing the 2021 budget:

- Should we make a donation to the WVVFD in 2021? Consensus was to not make a donation unless the WVVFD requested one and the amount needed. Various fund raising projects for the WVVFD have been very successful.
- Wyalusing Meadows PILOT – not currently in the budget. The Borough did not receive anything for 2019. Borough Secretary contacted Bradford Count Commissioner’s Office and they will investigate.
- Gas Revenues have been declining – so less budgeted for 2021
- EIT and Local Services takes may be less due to Covid-19 and have budgeted accordingly

Items changed from 2021 Initial Budget:

- Added income 356.020 - \$4,800 Wyalusing Meadows PILOT taxes
- Added expense 409.236 – Building Maintenance – \$3,000 for insect spraying and power washing Borough Hall
- Roof on shed in Cemetery – added \$1,000 to Cemetery budget 441.370 Repairs and Maintenance Services. High School students will do the work and only charge for the materials.
- Roof on Pavilion – added \$20,000 to 454.200 Park – General Expenses for labor & materials; \$3,000 added for playground additions
- Added \$5,000 to 435.00 Sidewalks & Crosswalks
- Added \$20,000 to 459.00 Brewer Hollow Crossing
- Added \$20,000 to 430.450 Public Works – Contracted Services to cover Tama Building teardown
- Added \$54,000 to 438.00 Highway Maintenance & Repairs for Phase 3 of Streets

The construction of a smaller pavilion will be added to the 2022 budget.

ManHole Covers: Susan Burgess will call PennDot to obtain clarification on who is to repair what in terms of the manhole covers on Route 6 and Church Street.

Ordinance/Zoning Officer: There was a short discussion regarding hiring of an Ordinance/Zoning Officer. Borough Secretary will send the President the current job description.

Council reviewed the proposal from Lines By L&L, LLC for restriping on Main Street. The proposal was for \$610.00. A motion was made by Micah Dietz to accept the proposal from Lines By L&L, LLC in the amount of \$610.00, seconded by Gary Rouse and carried unanimously by voice vote.

The Account Listing was reviewed by Council. There will be an in-depth financial discussion at a later date to review investments. There are currently three CD's that will mature in 2021.

The meeting adjourned at 7:30pm for an Executive Session to discuss the Public Works Director. The candidate list has been narrowed to three: Steve Adams, Dave Chamberlain, and Rick Heckman. The President will do interviews next week in the evening and if anyone would like to sit in on the interviews, please let him know. The hourly rate offered is \$20/hour. The Executive Session adjourned at 7:50pm with no action taken.

The special meeting adjourned at 7:52pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
September 8, 2020 @ 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on Tuesday, September 8, 2020, at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Susan Burgess, Mayor and Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier)

President Josh Kilmer called the meeting to order at 7:00pm. He led the Pledge of Allegiance and acknowledged the use of a digital voice recorder. The President announced the Executive Session held on August 24, 2020 at 6:15pm to discuss a personnel issue arising from the untimely passing of the Borough Public Works Manager, Dale Grover. There was no action taken.

Everyone observed a moment of silence for Dale Grover.

Mayor's Report: The Mayor presented her report from the State Police:

- 1 – Theft Investigation
- 1 – Disturbance/Noise Complaint
- 1 – Simple Assault
- 1 – 911 Hang Up Call
- 1 – Business False Alarm
- 2 – Attempt to Locate Person/Vehicle
- 1 – Disturbance/Noise Complaint
- 10– Motor Carrier Safety Inspections

The Mayor attended the Western COG Dinner Meeting. The Western and Eastern COG are sponsoring an Electronic Recycling Day in Wysox at a date TBA. There will be a price/piece charge and tires will be included. There will be no officially sponsored Borough Halloween Trick or treat day/time established. Paperwork has been submitted to the DCED on the Trail Project. No response as yet.

Citizen's Comments and Concerns: None

Approval of Minutes: The Minutes of the August 3, 2020 Regular Council meeting were reviewed by Council members. There were no corrections to the Minutes as presented. Steven Lewis made the motion to accept the Minutes, seconded by Gary Rouse and carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented, seconded by Josh VanDeMark. The motion was carried unanimously by voice vote. The Treasurer's Report was reviewed by Council members. The President accepted the report and it was filed for audit.

Borough Maintenance/Ordinance Enforcement Officer Report: The partial detailed August 2020 monthly report was previously distributed to the Council members. Gary Rouse has been temporarily filling in for Dale until a permanent replacement is found. Items discussed: (1) Restriping lines on Main Street – Borough Secretary will call Lanny God regarding Main Street and other streets in the Borough. (2) Establishing a crosswalk across Route 6 from T-W to the Plaza. Susan Burgess will contact PennDot regarding the process. Discussion regarding other crosswalks on the Borough streets. (3) Gary Rouse will go with JJ Carpenter when he looks at trees to trim. There was a discussion about the “dead” trees at the Cemetery. It was decided that perhaps Brown Tree Hill should evaluate before cutting down or have JJ Carpenter look at them when doing the Borough trees. (4) The cameras at the Rocket are not working and are no longer needed. They will be removed from their office.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: Steve Lewis reported on the WMA meeting with the Authority held at the Borough Park this evening. They have received a \$150,000 grant for the sewer plant upgrades. The manhole cover on 93 East Third Street needs to be repaired. Borough Secretary will call Bishops to repair. Also discussed Rosencrance pool that seems to be shifting. This is a Borough safety issue and the garbage on the property has become a Health issue. Steve Lewis will take photographs and will discuss with solicitor as to how to resolve.

Correspondence: The following correspondence was reviewed by Council:

- GWCC Minutes and Financial Statements – July Meeting
- Bradford County Fire Company COVID Relief Grant Program
- PSAB Unemployment Compensation Rate
- PennDot Notice of Estimated Allocation of 2020 Liquid Fuels
- Email from Greg Dibble PennDot regarding municipal services during COVID-19
- PSAB Update
- PennDot LTAP Fall-Winter virtual Educational Opportunities
- Municipal Pension Total Distress Score
- Census Update Email

New Business:

- (1) The Council President opened the bid received from Milnes Engineering for the Borough Hall Security Upgrades in the base amount of \$49,344.00, and the alternate amount of \$2,500 for painting. Josh VanDeMark made the motion to accept the bid from Milnes Engineering. The motion was seconded by Gary Rouse. The motion passed with one nay vote from Steven Lewis.

Old Business:

- (1) A motion was made by Micha Dietz to sign the Agreement of Sale for Real Estate for the Tama donation. The motion was seconded by Steven Lewis and carried unanimously by voice vote. The Agreement was signed by Council President Josh Kilmer and will be sent to Jonathan Foster to forward to Dr. Tama for his signature.
- (2) The Brewer Hollow Proposal from Burgess Construction and the pipe purchase for the project were reviewed by Council. Steven Lewis made the motion to purchase the pipe for the Brewer Hollow project at a NTE of \$2,500. The motion was seconded by Micha Dietz and carried unanimously by voice vote. The motion to approve the proposal submitted by Burgess Construction in the amount of \$8,500 was made by Gary Rouse and seconded by Micah Dietz. The motion was carried unanimously by voice vote.
- (3) The proposed insurance package for 2020-2021 was reviewed by Council. Josh VanDeMark made the motion to approve the 2020-2021 insurance policy at an increase in premium from 2019-2020 of \$781.00. Gary Rouse seconded the motion and it was approved by voice vote. Steven Lewis abstained as he is employed by the insurer.
- (4) The Subdivision/Land Development Application File No. 2020-055 Michael & Louann Kilmer was reviewed by Council. They had no comments and the Application will be approved on September 27, 2020 with no comments from Council.
- (5) The WiFi hotspot discussed at a previous Council meeting, will be installed at the Wyalusing Borough Park. Project Connect (Dennis Kenyon) will be responsible for the installation.
- (6) The Chuck Howard latest proposal was briefly discussed. The Borough Council does not have any more involvement and the parking places and accesses should be discussed with Amanda Cooley. If variances are required they will need to be adjudicated by the Zoning Hearing Board.

(7) Reminder that the 2021 Budget meeting will be held on Monday, September 21, 2020 at 6:30pm.

The regular meeting adjourned at 8:20pm. An Executive Session to discuss personnel matters was convened at 8:25pm.

The regular session reconvened at 8:35. A motion add Gary Rouse to the payroll as a temporary employee at the rate of \$15.00/hour was made by Micah Dietz and seconded by Steven Lewis. The motion was carried by voice vote.

The regular meeting adjourned at 8:40pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH AGENDA

October 7, 2020

Wyalusing Borough Hall @ 7:00pm

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ACKNOWLEDGE DIGITAL VOICE RECORDER

MAYORS REPORT

- **1 False Alarm**
- **1 Harassment**
- **1 Non-Reportable Crash**
- **2 Request Assist Other Agency**
- **3 See Officer Calls**
- **2 Domestic Security Checks (Sunday Church)**
- **7 Commercial Motor Vehicle Inspections**
- **1 Patrol Check**
- **Property Dispute**

CITIZEN COMMENTS AND CONCERNS

APPROVAL OF MINUTES

MONTHLY COUNCIL MEETING SEPTEMBER 8, 2020

SPECIAL MEETING SEPTEMBER 21, 2020

TREASURERS REPORT

APPROVAL TO PAY BILLS

BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER

- **Lines on Main Street (Completed)**
- **Tree Trimming**
- **Proposal Hud's Construction – Completion of Brewer Hollow Project**
- **Other**

FOSTER CORRESPONDENCE AND REPORT

WYALUSING MUNICIPAL AUTHORITY LIAISON REPORT

CORRESPONDENCE:

- *Thank you from the Grover family*
- *Spring 2022 PennDot project approval on SR6 micro-surface pavement starting at Wyalusing Borough line to SR 2010*
- *Letter from Milnes – Wyalusing Borough Hall Security Upgrade Project*
- *Letter from Milnes – Notice of Award*
- *PA Borough Councils Association Newsletter*
- *District 3 Municipal Services Fall Newsletter from PennDot*
- *Bureau of Recreation and Conservation Newsletter*
- *EMHR Annual Meeting via Zoom*

NEW BUSINESS:

- (1) *Adopt Resolution 2020 – 6 Fixing Tax Rate for the Year 2021*
- (2) *Adopt Resolution 2020 – 7 Realty Purchase (Tama Building)*
- (3) *Review bid from Hud's Construction regarding Brewer Hollow Project*

OLD BUSINESS:

- (1) *Motion to Approve Public Works Director Hire*
- (2) *Review revised 2021 Budget and make any necessary corrections/additions/deletions (Motion to Advertise?)*

EXECUTIVE SESSION

Next Meeting November 2, 2020

WYALUSING BOROUGH AGENDA

October 7, 2020

Wyalusing Borough Hall @ 7:00pm

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ACKNOWLEDGE DIGITAL VOICE RECORDER

MAYORS REPORT

- **1 False Alarm**
- **1 Harassment**
- **1 Non-Reportable Crash**
- **2 Request Assist Other Agency**
- **3 See Officer Calls**
- **2 Domestic Security Checks (Sunday Church)**
- **7 Commercial Motor Vehicle Inspections**
- **1 Patrol Check**
- **Property Dispute**

CITIZEN COMMENTS AND CONCERNS

APPROVAL OF MINUTES

MONTHLY COUNCIL MEETING SEPTEMBER 8, 2020

SPECIAL MEETING SEPTEMBER 21, 2020

TREASURERS REPORT

APPROVAL TO PAY BILLS

BOROUGH MAINTENANCE WORKER/ORDINANCE ENFORCEMENT OFFICER

- **Lines on Main Street (Completed)**
- **Tree Trimming**
- **Proposal Hud's Construction – Completion of Brewer Hollow Project**
- **Other**

FOSTER CORRESPONDENCE AND REPORT

WYALUSING MUNICIPAL AUTHORITY LIAISON REPORT

CORRESPONDENCE:

- *Thank you from the Grover family*
- *Spring 2022 PennDot project approval on SR6 micro-surface pavement starting at Wyalusing Borough line to SR 2010*
- *Letter from Milnes – Wyalusing Borough Hall Security Upgrade Project*
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- *PA Borough Councils Association Newsletter*
- *District 3 Municipal Services Fall Newsletter from PennDot*
- *Bureau of Recreation and Conservation Newsletter*
- *EMHR Annual Meeting via Zoom*

NEW BUSINESS:

- (1) *Adopt Resolution 2020 – 6 Fixing Tax Rate for the Year 2021*
- (2) *Adopt Resolution 2020 – 7 Realty Purchase (Tama Building)*
- (3) *Review bid from Hud's Construction regarding Brewer Hollow Project*

OLD BUSINESS:

- (1) *Motion to Approve Public Works Director Hire*
- (2) *Review revised 2021 Budget and make any necessary corrections/additions/deletions (Motion to Advertise?)*

EXECUTIVE SESSION

Next Meeting November 2, 2020

WYALUSING BOROUGH AGENDA

November 2, 2020

Wyalusing Borough Hall @ 7:00pm

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ACKNOWLEDGE DIGITAL VOICE RECORDER

MAYORS REPORT

CITIZEN COMMENTS AND CONCERNS

GS Junior Troop 60833

APPROVAL OF MINUTES

MONTHLY COUNCIL MEETING OCTOBER 5, 2020

TREASURERS REPORT

APPROVAL TO PAY BILLS

BOROUGH MAINTENANCE WORKER

FOSTER CORRESPONDENCE AND REPORT

WYALUSING MUNICIPAL AUTHORITY LIAISON REPORT

CORRESPONDENCE:

- **Letter from BCCD regarding Leatherstocking Natural Gas Distribution**
- **Chesapeake Energy letter regarding drilling Cross Unit Well(s)**
- **Notice regarding United Way of Bradford County campaign**
- **Act 14 Notification – Chesapeake Appalachia LLC construction of waterline**
- **Susquehanna Greenway Newsletter**
- **DCNR Grants News – 2020 Grants Announced**

- *Route 6 Connection*
- *GWCC Small Business Saturday – November 28, 2020*

NEW BUSINESS:

- (1) *Approve Borough Secretary/Treasurer vacation – December 14, 2020 to December 30, 2020*
- (2) *Wyalusing Borough Rezoning Request*
- (3) *Wyalusing Borough Code Proposed Adoption Ordinance – motion to approve proposed Code and Code Adoption Ordinance by Mayor and Borough Solicitor*
- (4) *Code Enforcement/Zoning Officer Position*
- (5) *Financial Advisor Information regarding CD's*

OLD BUSINESS:

- (1) *Motion to Adopt 2021 Wyalusing Borough Budget*

Next Meeting December 7, 2020

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
November 2, 2020 @ 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on Monday, November 2, 2020 at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Stephen Adams, Public Works Director, Susan Burgess, Mayor, Joanne Vago, Secretary/Treasurer

Public: Warren Howeler (Rocket-Courier), Junior Troop 60833 Girl Scouts

President Josh Kilmer called the meeting to order at 7:00pm. He led the Pledge of Allegiance and acknowledged the use of a digital voice recorder.

Mayor's Report: The Mayor presented her report from the State Police:

- 1 Death Investigation - Natural
- 1 Suspicious Vehicle
- 2 Hit and Run Crashes
- 10 Commercial Motor Vehicle Inspections
- 3 Patrol Checks
- 1 Debris – Animal on Roadway

Citizen's Comments and Concerns: Junior Troop 60833 proposed that Borough Council consider putting in a crosswalk on Route 6 between Tuscarora Wayne and the Plaza. The Borough has already been considering doing this in the spring and has received information from PennDot as to requirements. Troop 60833 has offered to help pay for the project by doing fund raising, i.e., bake sales, etc. to help pay for this important project. Council gladly accepted their offer and thanked them for their interest.

Approval of Minutes: The Minutes of the October 5, 2020 were reviewed by Council members. There were no corrections to the Minutes as presented. Micah Dietz made the motion to accept the Minutes, seconded by Gary Rouse and carried unanimously by voice vote.

Treasurer's Report: Gary Rouse made the motion to pay the bills as presented, seconded by Josh VanDeMark. The motion was carried unanimously by voice vote. The Treasurer's Report was reviewed by Council members. The President accepted the report and it was filed for audit.

Borough Maintenance/Ordinance Enforcement Officer Report: (1) Continued leaf vacuuming of various Borough Streets, (2) 2 loads of 3” rock delivered to the Brewer Hollow property and compost area, (3) modification of Marsh Street grate prior to road work was completed, (4) discussion regarding fixing manhole covers – in contract only 3 were mentioned, (5) priced chain on salt spreader – chain drive and conveyor was approximately \$410, (6) continue to cut brush around town.

Foster Correspondence and Report: Jonathan Foster’s report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: Steve Lewis gave the WMA report. There appears to be a leak somewhere in the Borough that cannot be located – perhaps Third Street? There is a property line dispute with the Taylor family that should be resolved at their next Board meeting. Hydrant owner took out old and put in a new one that is currently not being metered. There is an issue with how to handle this since water is being used that is not being paid for. Flushing took place at the end of October.

Correspondence: The following correspondence was reviewed by Council:

- Letter from BCCD regarding Leatherstocking Natural Gas Distribution
- Chesapeake Energy letter regarding drilling Cross Unit Well(s)
- Notice regarding United Way of Bradford County campaign
- Act 14 Notification – Chesapeake Appalachia LLC construction of waterline
- Susquehanna Greenway Newsletter
- DCNR Grant News – 2020 Grants Announced
- Route 6 Connection
- GWCC Small Business Saturday – November 28, 2020

New Business:

- (1) After a review, Micah Dietz made the motion to approve Borough Secretary’s request for vacation December 14 – December 30, 2020. The motion was seconded by Steven Lewis and carried unanimously by voice vote.
- (2) Josh Kilmer presented a rezoning request from Michael Kilmer to rezone a portion of his property within the Agricultural District to Residential 1 that would match the adjacent properties. He then recused himself from the discussion and the vote due to his relationship to the requestor. After a discussion, Steven Lewis made the motion to refer the request to the Planning Committee, seconded by Josh VanDeMark and carried by voice vote, Josh Kilmer abstaining.
- (3) The Wyalusing Borough Code has been received from General Code. A motion was made by Micah Dietz to approve the proposed Code and the proposed Code Adoption Ordinance that has been approved by the Mayor and to authorize the Solicitor to begin the formal process of adoption. The motion was seconded by Gary Rouse and carried unanimously by voice vote.

- (4) The ad for the Code Enforcement/Zoning Officer position was discussed and will be placed in the Rocket-Courier and Rocket Shopper for the next two weeks. It will also be placed on the website.
- (5) There was a short discussion regarding the Borough's CD's and lack of availability of new issues and low interest rates. The Borough will consider short-term CD's when they become available.

Old Business:

- (1) The Final 2021 Budget was presented. After review, Steven Lewis made the motion to adopt the Final 2021 Budget, seconded by Micah Dietz and carried unanimously by voice vote.
- (2) Additional old business was discussed regarding the Borough dump. The Borough dump is in need of care and Gary Rouse has contacted Benscoter's regarding grinding and moving debris – the cost for this process was quoted as \$3,500 and will be done during the winter months. Gary Rouse made the motion to approve a NTE of \$3,500 for this effort. The motion was seconded by Micah Dietz and approved unanimously by voice vote.

The meeting was adjourned at 8:10pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH AGENDA

December 7, 2020

Wyalusing Borough Hall @ 7:00pm

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ACKNOWLEDGE DIGITAL VOICE RECORDER

MAYORS REPORT

- **1 – DUI Arrest**
- **1 – Non-Reportable Crash**
- **1 – False Alarm**
- **1 – Suspicious Person**
- **1 – See Officer**
- **4 – Domestic Security Checks**
- **3 – Patrol Checks**
- **9 – Motor Vehicle Safety Inspections**

CITIZEN COMMENTS AND CONCERNS

APPROVAL OF MINUTES

MONTHLY COUNCIL MEETING NOVEMBER 2, 2020

PLANNING COMMISSION MEETING DECEMBER 1, 2020

TREASURERS REPORT

APPROVAL TO PAY BILLS

BOROUGH MAINTENANCE WORKER

FOSTER CORRESPONDENCE AND REPORT

WYALUSING MUNICIPAL AUTHORITY LIAISON REPORT

CORRESPONDENCE:

Letter from BCCD regarding Leatherstocking Natural Gas Distribution

- **PSAB Update**
- **USDA Community Facilities Loan & Grant Program**
- **Notice of Payment State Police Fines and Penalties**
- **River Valley Waste Management Letter**
- **Susquehanna E-Connections**
- **DCNR Bureau of Recreation and Conservation**
- **Bradford County Public Safety Center – Department Reorganization**
- **COSTARS Connection**
- **Five Year Audit Report from PA Department of Labor and Industry**
- **PennDot Project Completion Report**
- **Route 6 Connection**
- **Thank you note from Wyalusing Presbyterian regarding leaf pickup and disposal**

NEW BUSINESS:

- (1) **Planning Commission Meeting – December 1, 2020 regarding Rezoning Request**
- (2) **Motion to Advertise for a Public Meeting prior to the January 4, 2021 Regular Council Meeting**
- (3) **Motion to Advertise the 2021 Schedule of Meetings**
- (4) **Motion to hire new Public Works Director and accept resignation of Steve Adams**
- (5) **Codification Adoption**
- (6) **Accept resignation of Borough Secretary/Treasurer**

OLD BUSINESS:

None

Next Meeting January 4, 2021

WYALUSING BOROUGH REGULAR COUNCIL MEETING
Wyalusing Borough Hall
December 7, 2020 @ 7:00pm

The Wyalusing Borough Council held their regular meeting at the Wyalusing Borough Hall on Monday, December 7, 2020 at 7:00pm. Those in attendance were:

Council Members: Micah Dietz, Josh Kilmer, Steven Lewis, Gary Rouse, and Josh VanDeMark

Others: Stephen Adams, Public Works Director, Susan Burgess, Mayor, Joanne Vago, Secretary/Treasurer; Rick Heckman, replacement for Stephen Adams

Public: Warren Howeler (Rocket-Courier)

President Josh Kilmer called the meeting to order at 7:00pm. He led the Pledge of Allegiance and acknowledged the use of a digital voice recorder.

Mayor's Report: The Mayor presented her report from the State Police:

- 1 DUI Arrest
- 1 Non-Reportable Crash
- 1 False Alarm
- 1 Suspicious Person
- 1 See Officer
- 4 Domestic Security Checks
- 3 Patrol Checks
- 9 Motor Vehicle Safety Inspections

Quiet month - attended three meetings. Nothing to report on DCNR Grant.

Citizen's Comments and Concerns: None

Approval of Minutes: A draft of the November Minutes and the Planning Commission December meeting were distributed previously. Micah Dietz made the motion to approve the November 2, 2020 regular meeting minutes and the December 1, 2020 Planning Commission meeting minutes as submitted. The motion was seconded by Gary Rouse and carried unanimously by voice vote.

Treasurer's Report: Steve Lewis made the motion to pay the bills as presented, seconded by Josh VanDeMark. The motion was carried unanimously by voice vote. The Treasurer's Report was reviewed by Council members. The President accepted the report and it was filed for audit.

Borough Maintenance/Ordinance Enforcement Officer Report: The monthly report was submitted to Council members previously. (1) Continued leaf vacuuming of various Borough Streets, (2) Brush removed from Front and Bridge Streets, (3) Salt spreader has been undated and is ready to go, (4) Met with Hawbaker and completed issues with manhole covers and storm drains, (5) Benscoter has been grinding mulch in the compost area, (6) Trimmed trees at the Borough Park and the new roof on the Cemetery building is complete.

Foster Correspondence and Report: Jonathan Foster's report and invoice were reviewed by Council members.

Wyalusing Municipal Authority Liaison Report: Steve Lewis gave the WMA report. Very short meeting – talked mostly about fixing manhole covers and repair items at the sewer plant.

Correspondence: The following correspondence was reviewed by Council:

- Letter from BCCD regarding Leatherstocking Natural Gas Distribution
- PSAB Update
- USDA Community Facilities Loan & Grant Program
- Notice of Payment – State Police Fines and Penalties
- River Valley Waste Management letter
- Susquehanna E-Connections
- DCNR Bureau of Recreation and Conservation
- Bradford County Public Safety Center – Department Reorganization
- COSTARS Connection
- Five Year Audit Report from PA Department of Labor and Industry
- PennDot Project Completion Report
- Route 6 Connection
- Thank you note from Wyalusing Presbyterian Church regarding leaf pickup and disposal

President Kilmer also noted a Thank You note from Wyalusing's PTO for the use of the Borough Park for their December 5th Christmas with Santa effort.

New Business:

- (1) The Planning Commission recommended approval to the modification of the Borough's Zoning Map and Zoning Ordinance changing a parcel of land from Agricultural to Residential 1 at their public meeting held December 1, 2020. A motion was made by Steven Lewis to accept their recommendation. The motion was seconded by Micah Dietz and carried unanimously by voice vote. There will be another public meeting of the Planning Commission on January 4, 2021 regarding the Comprehensive Re-Zoning Ordinance and Comprehensive Re-Zoning Map before the public hearing before Council to adopt said Ordinance and Map.
- (2) The 2021 Schedule of Meetings was presented to Council. A motion was made by Josh VanDeMark and seconded by Steven Lewis to accept the schedule and advertise it in The Rocket-Courier.

- (3) The motion to accept the resignation of Stephen Adams as Public Works Director effective December 11, 2020 and to hire Rick Heckman as Public Works Director effective December 7, 2020 was made by Micah Dietz seconded by Gary Rouse and carried unanimously by voice vote.
- (4) The motion to accept the resignation of Joanne Vago as Borough Secretary/Treasurer was made by Steven Lewis, seconded by Micah Dietz and carried unanimously by voice vote.
- (5) There was a short discussion regarding the Re-Zoning Ordinance and the Re-Zoning Map. A motion to advertise the Planning Commission Meeting and the Borough Council proposed Re-Zoning Ordinance and the Re-Zoning Map for January 4, 2021 was made by Micah Dietz. The motion was seconded by Gary Rouse and carried unanimously by voice vote.

Old Business:

- (1) A motion was made to accept the Notice of Approval from the Solicitor and Mayor and to approve the advertisement of the Notice of Introduction of Proposed Code Adoption Ordinance was made by Micah Dietz, seconded by Gary Rouse and carried unanimously by voice vote.

The meeting was adjourned at 7:35pm.

Submitted by,

Joanne Vago
Secretary/Treasurer

WYALUSING BOROUGH PLANNING COMMISSION MEETING
Wyalusing Borough Hall
December 1, 2020 @ 6:30pm

The Wyalusing Borough Planning Commission held a regular meeting at the Wyalusing Borough Hall on Tuesday, December 1, 2020 at 6:30pm. Those in attendance were:

Council Members: Josh Kilmer, Heather VanDeMark, and Larry Whipple

Others: Joanne Vago, Secretary/Treasurer

Public: None

Josh Kilmer led the Pledge of Allegiance and called the meeting to order at 6:30pm.

The Commission reviewed the adoption on an Amendment to the Zoning Ordinance to amend the Wyalusing Borough Zoning Map to change a parcel identified as Lot #3 on the map appended to these Minutes. There were no comments received from Matt Williams at the Bradford County Office of Community Planning and Grants.

Josh Kilmer recused himself from the discussion due to the relationship to the requestor.

The motion to approve the Amendment to the Zoning Ordinance amending the Zoning Map to change the parcel identified as Lot #3 from Agricultural to Residential 1 was made by Heather VanDeMark, seconded by Larry Whipple and passed by voice vote. Josh Kilmer did not vote because of the relationship to the requestor.

The Planning Commission also briefly reviewed preliminary blueprints submitted by Chuck Howard for an office building on Route 6 and Canal Street. This was an unofficial review since the final approval will be made by Code Inspections, Inc. and he is not requesting any variances. An issue was raised about appropriate drainage which will be relayed to Mr. Howard.

There being no further business, the meeting adjourned at 7:00pm.

Submitted by,

Joanne Vago
Secretary/Treasurer