

January 21, 2021

The regularly scheduled meeting of the New Milford Borough Council was called to order by President Teri Gulick at 6:30 p.m. at the borough building. Members in attendance were: Teri Gulick, Kerin Welch, Simon Frailey, Don Button, Lawrence White (arriving at 7:03 p.m.) and Mayor Scott Smith. Others in attendance were: Amy Hine, Secretary; Ted Brewster, Transcript and Chuck Welch.

The pledge of allegiance was recited.

**A motion was made by S. Frailey and seconded by D. Button to move the committee list to the next meeting. Motion carried.**

**A motion was made by K. Welch and seconded by D. Button to appoint Rick Ainey as the chair of the vacancy board. Motion carried.**

**A motion was made by K. Welch and seconded by S. Frailey to appoint Michael Briechele as our solicitor. Motion carried.**

**A motion was made by S. Frailey and seconded by K. Welch to appoint Amy Hine as the secretary/treasurer. Motion carried.**

**A motion was made by S. Frailey and seconded by K. Welch to designate Peoples Security Bank and Trust as our bank. Motion carried with D. Button abstaining.**

**A motion was made by T. Gulick and seconded by S. Frailey to designate the Susquehanna County Transcript and the Susquehanna County Independent as our newspapers of record. Motion carried.**

**A motion was made by D. Button and seconded by K. Welch to appoint Dan Totten as our Emergency Management Coordinator and Ken Bondurant as the Deputy Emergency Management Coordinator. Motion carried.**

**A motion was made by S. Frailey and seconded by K. Welch to appoint Scott Fisher to the Planning Commission for a 4-year term. Motion carried.**

**A motion was made by S. Frailey and seconded by K. Welch to appoint Zachary Conrad and Dawn Koehler to the Municipal Authority for a 5-year term. Motion carried with D. Button abstaining.**

**A motion was made by S. Frailey and seconded by D. Button to appoint Joyce Cobb to the Zoning Hearing Board for a 3-year term. Motion carried.**

#### **CODES ENFORCEMENT OFFICER**

Teri said she spoke with Greg. Greg sent a letter to the property owner of the house on the corner of SR 492 & SR 11 but he was under the impression that we are waiting on the state. Teri said Donna did tell her that money has been budgeted for the feasibility study for that project. There is nothing to report on Maple Street. Teri said Greg met with Sam Cosmello about the junkyard and will be getting a new permit and paying the fees. Amy was asked to have Greg contact Soil Conservation about the hose in the creek at 1094 Main Street.

**A motion was made by S. Frailey and seconded by D. Button to accept the minutes as presented. Motion carried.**

Teri commented on the high police bill for last month, 104 hours. Mayor Smith will talk to the Chief about the hours. **A motion was made by S. Frailey and seconded by K. Welch to accept the treasurer's report as presented and pay the bills as listed. Motion carried.**

## PRESENT TO SPEAK

None.

## COMMUNICATIONS

The borough received a thank you card from the Allen family.

The borough received a thank you card from Kerin and Chuck Welch.

The borough received an email from Ralph DelRosso, PennDOT right-of-way administrator, offering a sum of \$500 for the right-of-way required from our property, 0.031 acre of required slope easement, for the I81 project. Teri said this is located on the property on the other side of the creek from Blue Ridge Park. **A motion was made by S. Frailey and seconded by D. Button to authorize the signing and selling of this slope easement for \$500. Motion carried.**

The council received an email from Karen Gudykunst requesting a refund of \$50 for training she did for tax collector. **A motion was made by S. Frailey and seconded by D. Button to reimburse Karen Gudykunst \$50 for training. Motion carried.**

The council received a letter from Karen Gudykunst seeking an increase in pay for tax collector. Teri said we researched this a few years ago and unfortunately Karen is being paid the maximum of 5% commission allowed by law. Karen is also asking for compensation to mail out delinquent notices and uncollected tax bills and some supplies. The personnel committee will look this request over and make a recommendation.

## MAYOR'S REPORT

Mayor Scott Smith said the park looked nice this holiday season. Scott thanked Chuck, Dan and Don for a good job plowing.

## COMMITTEE REPORTS

**COG:** Simon said Nicki Cole will still be our representative.

**Streets:** Amy said she spoke to Mike Briechle about our parking ordinances and council needs to determine exactly what we want enforced. The committee will work on it. Teri asked Amy to contact New Milford Township about moving the speed limit sign to the pile of millings on SR 11, not all the way to the SR 706 intersection like it was stated in their email. Amy said Briechle is working on the letter to Forans about the catch basin. Kerin said she has been working on the inspection report we received about the Maple Street Bridge and will hopefully have a recommendation at the next meeting.

**Planning Commission:** Nothing to report.

**Buildings & Equipment:** Chuck said the sewer lines here at the office need to be snaked out. Amy will contact Roto Rooter. Teri asked if we should purchase more game cameras for various places in town. **A motion was made by S. Frailey and seconded by K. Welch to purchase 4 more game cameras with solar batteries. Motion carried.**

**Parks & Recreation:** Simon will reach out to MaryAnn Warren for help with grants. The bank at the park will be done in the spring.

**Economic Development:** Amy said she is working on the website. There is nothing new on the sidewalks. Teri said as reported earlier, money has been budgeted for the feasibility study for the SR 492/SR11 project.

**Police:** Amy said she spoke with Sheila Guinan about parking tickets for New Milford. Sheila told her we can use Great Bend's tickets but we need a parking ordinance so they can enforce it. Lawrence commented that we do have a full time officer now.

**Personnel:** Nothing to report.

**Ordinance:** Amy said she spoke to Mike Briechle about the next step for adopting the IPMC. He said typically it would be to make a motion to advertise but we need to establish a fee schedule first and establish a hearing board, particularly made up of people familiar with code enforcement.

**Insurance & Fire:** Nothing to report.

**Finance:** Nothing to report.

**New Milford Beautification:** Nothing to report.

**Zoning:** The Zoning Hearing Board will have their reorganization meeting on the 26<sup>th</sup>.

#### **UNFINISHED BUSINESS**

The park project will be done in the spring.

#### **NEW BUSINESS**

The Midtown Festival will be on June 5 this year. Amy was asked to start getting flyers out to the vendors.

#### **FYI**

None.

#### **PUBLIC INPUT**

Don said Southwest is starting to work on another line through New Milford and it should cover the entire town now. Don said they are starting to sign leases now.

**A motion was made by S. Frailey and seconded by K. Welch to adjourn at 7:12 pm. Motion carried.**