

**Watsonstown Borough
Committee Meeting
November 23, 2015**

OPENING: The November 23, 2015 Watsonstown Borough Committee Meeting was called to order by President Harriet Miller at 7:30 PM. The meeting was held at the First Lutheran Church, 400 Main Street.

MEMBERS PRESENT: President Harriet Miller, Vice President Ralph Young, Harry Hefty, Janet Rump, Dan Folk, Solicitor Ryan Tira and Secretary/Treasurer Brendi Brooke. Jack Marshall, Mayor David Hontz and Chief of Police Rodney Witherite were absent.

OTHERS PRESENT: Mary Phillips, Mary Ann Everritts, Ken Hollenbach, Earl Sheatler, David Plotts, Dennis Confer, Kevin Mertz, Lisa Davis, Gary Harmon, Mike Hontz, Terry Kirchner, Ronald Miller, Sandy Hendricks, Erica Frey, Cindy Crozier, Hal Crozier and Liz Folk.

NEW BUSINESS: The following committees had no new business for tonight's meeting:

- Finance
- Cemetery
- Electric
- Insurance

PARKS & RECREATION: Janet Rump said the lighting was ordered for the Canal Boat area. It will take approx. 6-10 weeks for delivery; the installation will be put out for bid.

Janet also said there would be no Cemetery or Parks & Recreation Committee Meetings on the 2nd Tuesday in December.

SESQUI-CENTENNIAL CELEBRATION: Janet said the Sesquicentennial Committee is requesting approval of August 4th, 5th and 6th of 2017 for the celebration. She said the 5th would be for the parade and the 6th would be for vesper services at the park and fireworks. It will be on the agenda for the 12/7/15 meeting.

PART-TIME LABORER HIRED: President Miller mentioned that a part-time laborer was hired for the public works department.

STREETS & HIGHWAYS: Dan Folk said all crack sealing has been completed.

INTL. PROPERTY MAINTENANCE CODE: Solicitor Tira said he and Brendi will check into whether it was advertised.

SALT STORAGE SHED: Dan Folk said the salt storage shed is still a work in progress.

GENERATORS: President Miller said based on the current bid for the generators, we will have to go out for bid. Brendi mentioned the Borough is still waiting on two bids which may come in under the \$19,400.00, which will not require being put out for bid.

REVISED FRAUD POLICY: Solicitor Tira handed out a revised fraud policy for Council's review and consideration.

PURCHASING POLICY: Solicitor Tira said he reviewed the purchasing policy and it's up to Council as to whether they want to consider the policy.

President Miller said both policies are to be put on the agenda for the next meeting on December 7, 2015.

NON-UNIFORM COLLECTIVE BARGAINING AGREEMENT: President Miller said Council was in receipt of the Non-Uniform Collective Bargaining Agreement. After a few statements, Solicitor Tira said the changes to the contract are as follows:

- an increase of .35 cents per hour for 2016, 2017 & 2018
- \$100 per month stipend for any employee that doesn't take the Borough's health insurance

Harry Hefty made a motion, seconded by Dan Folk to approve the Non-Uniform Collective Bargaining Agreement as presented. A roll call vote was taken as follows:

Hefty	- yes	Young	- yes
Miller	- yes	Rump	- yes
Folk	- yes		

All in favor. Motion carried.

2016 PROPOSED BUDGET: President Miller said the proposed 2016 has no tax increase and no electric rate increase. Harry Hefty made a motion, seconded by Janet Rump to advertise and display the 2016 proposed budget. A roll call vote was taken as follows:

Miller	- yes	Rump	- yes
Folk	- yes	Hefty	- yes
Young	- yes		

All in favor. Motion carried.

**METER
READING
DATES:**

After a brief discussion, Harry Hefty made a motion, seconded by Ralph Young to approve the 2016 electric meter reading dates as presented. A roll call vote was taken as follows:

Folk	- yes	Hefty	- yes
Young	- yes	Miller	- yes
Rump	- yes		

All in favor. Motion carried.

Council gave permission for the proposed 2016 budget and the 2016 meter reading dates to be posted on the Borough's website.

**2016
COUNCIL &
COMMITTEE
MEETING
DATES:**

After a brief discussion, Harry Hefty made a motion, seconded by Dan Folk to approve the 2016 Council and Committee meeting dates. A roll call vote was taken as follows:

Young	- yes	Miller	- yes
Rump	- yes	Folk	- yes
Hefty	- yes		

All in favor. Motion carried.

**INVOICE
APPROVED:**

Dan Folk made a motion, seconded by Ralph Young to approve Chuck Beck's invoice in the amount of \$1600.00. A roll call vote was taken as follows:

Rump	- yes	Folk	- yes
Hefty	- yes	Young	- yes
Miller	- yes		

All in favor. Motion carried.

President Miller thanked Chuck Beck for his help with the 2016 proposed budget. It was clarified that we will continue to work with Chuck through the balance of 2015 and the new Council will decide what happens in 2016.

RESIGNED:

Ralph Young made a motion, seconded by Janet Rump to accept Ken Hollenbach's letter of resignation from the Planning Commission effective January 1, 2016. A roll call vote was taken as follows:

Hefty	- yes	Young	- yes
Miller	- yes	Rump	- yes
Folk	- yes		

All in favor. Motion carried.

FIRE BOARD:

Ralph Young made a motion, seconded by Dan Folk to accept Harry Hefty's resignation from the Fire Board. A roll call vote was taken as follows:

Miller	- yes	Rump	- yes
Folk	- yes	Hefty	- yes
Young	- yes		

All in favor. Motion carried.

Harry Hefty made a motion, seconded by Dan Folk to appoint Greg Miller to the Fire Board in Harry Hefty's place. A roll call vote was taken as follows:

Folk	- yes	Hefty	- yes
Young	- yes	Miller	- yes
Rump	- yes		

All in favor. Motion carried.

**BOROUGH
MANAGER:**

Brendi gave Council an update on the Hiring Committee's pursuit of a Borough Manager. The Committee is going to advertise in the Berwick and State College newspapers.

**POLLY
KEEFER:**

Dan Folk made a motion, seconded by Ralph Young to approve Polly Keefer working for the Borough office on an "as needed" basis. She is still bonded. A roll call vote was taken as follows:

Young	- yes	Miller	- yes
Rump	- yes	Folk	- yes
Hefty	- yes		

All in favor. Motion carried.

CHRISTMAS PROGRAM: Brendi and Sergeant Faux spoke to Council and the public regarding this Chief Carl Reed Christmas Program. They'll need volunteers to help wrap gifts.

WABA – TREE LIGHTING SANTA COMING TO TOWN: Brendi reminded Council and the public that Santa's coming to town and WABA's tree lighting will be on Friday, December 4, 2015.

ADVERTISE: Council decided not to advertise the Borough Manager's position on LinkedIn. It would have been at a cost of \$199 for 30 days. A brief discussion took place regarding the use and cost of a temp service on our hunt for a Borough Manager.

HOLIDAY LUNCHEON Council gave Brendi, Lisa and Greg permission to attend a holiday luncheon at Milton Borough on December 18th. The office will be closed for 1 ½ to 2 hours and it will be posted on the door and on the Borough's website.

WEBINAR: Brendi invited both new and sitting Council members to the office on Wednesday, December 2 from 5:30 to 6:30 pm for a webinar on the duties and responsibilities of Council. The webinar is through PSAB.

THANK YOU: Brendi thanked Council for changing tonight's Committee Meeting from December 1st to November 23rd. It made a huge difference in her ability to get things done. President Miller said the next meeting will be on December 7th.

WELCOME TO WATSONTOWN SIGN: Council gave approval for the Borough crew to take down the "Welcome to Watsonstown" sign at the north end of town. A brief discussion took place regarding the sign; it was confirmed the sign is located in Delaware Township. The new sign is to be installed the 2nd week of December.

President Miller encouraged people to volunteer to help wrap gifts for the Christmas project.

ADJOURN: There being no further business to come before Council, a motion was made by Dan Folk, seconded by Ralph Young to adjourn at 7:59 pm.

Respectfully submitted,

Brendi L. Brooke
Secretary/Treasurer