

**Watsonstown Borough
Committee Meeting
January 18, 2016**

OPENING: The January 18, 2016 Watsonstown Borough Committee Meeting was called to order by President Janet Rump at 7:30 PM. The meeting was held at the First Lutheran Church, 400 Main Street.

MEMBERS PRESENT: President Janet Rump, Vice President Harry Hefty, Greg Miller, Dan Folk, Joshua Fogelman, Ken Hollenbach Jr., Mayor David Hontz, Solicitor Ryan Tira, Chief of Police Rodney Witherite, and Secretary/Treasurer Brendi Brooke

OTHERS PRESENT: Brenda Miller, Rob Brown, Chuck Beck, Pat Yeager, Kevin Mertz, Sandy Hendricks, Becky Hontz, Hal Crozier, Cindy Crozier, Brent Frey, and Lisa Davis

EXECUTIVE SESSION: President Rump welcomed everyone to the meeting on such a cold night. At 7:31 pm President Rump announced Council would be going into Executive Session and they would return. She invited Chuck Beck, our Consultant and Brendi, the Borough Secretary/Treasurer, to attend the Executive Session for personnel. The Executive Session was held in Council Chambers.

RECONVENE: Council reconvened from Executive Session at 7:58 pm.

BOROUGH MANAGER HIRED: Dan Folk made a motion to appoint Jay Jarrett as Borough Manager. The motion was seconded by Greg Miller. A roll call vote was taken as follows:

Rump	- yes	Hollenbach	- yes
Hefty	- yes	Folk	- yes
Fogelman	- yes	Miller	- yes

All in favor. Motion carried.

JAY JARRETT: At this time, President Rump called Jay to the table; it was followed by a round of applause.

VISITORS: President Rump opened the floor for questions from visitors. Solicitor Tira asked those present and the press not to make the announcement general knowledge until noon tomorrow to allow Jay time to inform his current employer that he has taken the position in Watsonstown.

Various questions were asked of Jay from the public.

**FINANCE
COMMITTEE-
CAPITAL
PROJECT
PLAN:**

Harry said the Finance Committee met last week. He spoke briefly about the Borough's collection and payment of Pennsylvania Sales Tax. They also direct Chuck Beck to proceed in the preparation of a capital budget – a comprehensive plan for paving, storm water management, buildings, equipment, etc. – and prepare RFP's as needed. Chuck Beck spoke about a 5 to 6 year plan to address the Borough's needs; the foundation at the public works building is one of the first things that needs addressed. He went into further detail regarding the process for the public works building. Harry and Chuck spoke regarding intensions to help resolve the traffic light issue at 8th Street (Brent Frey). Further discussion took place regarding whether keeping money in separate funds helps increase our chances of getting grant money. Chuck said we need to look at how to use the money the Borough has now to the greatest advantage of the Borough. He and Harry also said the Borough needs a depreciation fund for the Borough's equipment. Harry Hefty made a motion for Council to continue working with Chuck Beck to develop a capital project plan. The motion was seconded by Dan Folk. A roll call vote was taken as follows:

Hefty	- yes	Folk	- yes
Fogelman	- yes	Miller	- yes
Hollenbach	- yes	Rump	- yes

All in favor. Motion carried.

**CEMETERY
COMMITTEE:**

Joshua Fogelman spoke on behalf of the Cemetery Committee. He said the committee hasn't had a chance to meet yet but will meet on the 1st Thursday of the month at 8:30 pm.

**ELECTRIC
COMMITTEE:**

Harry Hefty spoke on behalf of the Electric Committee. He said the committee will meet the last Wednesday of each month at 7 pm. He said one thing they will be looking into will be the electric infrastructure; and Industrial Appraisal.

**REMOTE
BACK-UP
FOR BILLING
SYSTEM:**

Lisa Davis spoke regarding Diversified Technologies remote back-up. It is at a cost of \$10 per month. A brief conversation took place. Harry Hefty made a motion, seconded by Joshua Fogelman approving the remote back-up through Diversified Technologies at \$10/month. A roll call vote was taken as follows:

Fogelman	- yes	Miller	- yes
Hollenbach	- yes	Rump	- yes
Folk	- yes	Hefty	- yes

All in favor. Motion carried.

**INSURANCE
COMMITTEE:**

Dan Folk said the Insurance Committee will begin having meetings on the first Thursday of each month at 7:30 pm.

Janet Rump said the meetings will be on the Borough website, in the Borough's newsletter and published in the newspaper as well.

**PARKS &
RECREATION
COMMITTEE:**

Ken Hollenbach said the Parks and Recreation Committee will meet on the 1st Thursday of each month at 6:30 pm.

**PERSONNEL
COMMITTEE:**

Greg Miller said the Personnel Committee Meeting is the last Thursday of each month at 7:00 pm. Janet and Harry stated the Personnel Committee meetings are not open to the public.

**PROTECTION
TO PERSONS
& PROPERTY
COMMITTEE:**

Mayor Hontz said the Protection to Persons & Property Committee meetings will be held the last Thursday of each month at 7:30 pm.

**NATURAL GAS
ODOR:**

Mayor Hontz spoke of a natural gas odor in the Borough on Friday night. Janet spoke briefly about Jean Camp's property. The Mayor said the public should call 911.

**STREETS &
HIGHWAYS
COMMITTEE:**

Dan Folk said the Streets and Highways Committee will meet on the first Thursday of each month at 7:00 pm.

**WASTE
MANAGEMENT
COMMITTEE:**

Joshua Fogelman said the Waste Management Committee will meet on the first Thursday of each month at 8:00 pm. There is nothing to report as they haven't had a meeting yet.

**FINANCE
COMMITTEE:**

Janet said other than the Finance Committee meeting at 4 pm, meetings will be held in the evening to accommodate those Council members that currently work.

COMMITTEES:

Janet asked Jay to look over the Borough's current committees and look to possibly condense/combine committee meetings.

**NEW POLICE
VEHICLE:**

The Mayor said the Borough has received the new police vehicle and the Dodge Charger is now gone. Chief Witherite encouraged the public to come look at the new vehicle after the meeting.

**SALT STORAGE
SHED:**

Dan Folk said the salt storage shed will be included in the capital project plan.

GENERATOR: Dan Folk said we have no other bids on the generator yet. Ken Hollenbach said the Borough has been holding off the generator bid for months and asked why. A lengthy discussion took place regarding generators and the Borough's needs at both the Borough building and the Public Works building. Chuck Beck suggested having an electrician wire an emergency generator into the building which would handle our current needs with minimal expense until a decision is made regarding the plans for the building.

CANAL BOAT LIGHTING: Janet said the bid is out with the engineers and we haven't heard anything.

PUBLIC WORKS LAPTOP: After a brief discussion, Dan Folk made a motion, seconded by Greg Miller to purchase a public works laptop for approx. \$499.99 and (2) thumb drives with 28 GB each. A roll call vote was taken as follows:

Hollenbach	- yes	Rump	- yes
Folk	- yes	Hefty	- yes
Miller	- yes	Fogelman	- yes

All in favor. Motion carried.

BOB FREY VACATION: Harry Hefty made a motion, seconded by Dan Folk to approve Bob Frey's vacation on March 17 and 18, 2016. A roll call vote was taken as follows:

Folk	- yes	Hefty	- yes
Miller	- yes	Fogelman	- yes
Rump	- yes	Hollenbach	- yes

All in favor. Motion carried.

SALT STREET: Brendi asked for Council's permission to enter into a contract with the Department of General Services for the purchase of street salt for 2016/2017. A motion was made by Dan Folk, seconded by Greg Miller. A roll call vote was taken as follows:

Miller	- yes	Fogelman	- yes
Rump	- yes	Hollenbach	- yes
Hefty	- yes	Folk	- yes

All in favor. Motion carried.

POLICE PENSION ORDINANCE: Solicitor Tira said Brendi was seeking authorization to advertise the police pension ordinance; this ordinance doesn't change any of the actual benefits provided but the compliance issues that R.J. Hall is addressing.

Harry Hefty made a motion to advertise the police pension ordinance, a second was given by Dan Folk. A roll call vote was taken as follows:

Rump	- yes	Hollenbach	- yes
Hefty	- yes	Folk	- yes
Fogelman	- yes	Miller	- yes

All in favor. Motion carried.

**AMENDMENT
of RESIDENCY
REQUIREMENT:**

A motion was made by Ken Hollenbach, seconded by Joshua Fogelman to advertise the amendment to the Borough manager's residency requirement. A roll call vote was taken as follows:

Hefty	- yes	Folk	- yes
Fogelman	- yes	Miller	- yes
Hollenbach	- yes	Rump	- yes

All in favor. Motion carried.

**WABA DINNER
INVITATION:**

Janet said Brendi passed out invitations from WABA to their General Membership Meeting on Wednesday, February 3, 2016 at 6:00 pm.

**TRAINING –
NEW MEMBERS
BOOTCAMP:**

Janet also reminded everyone of the upcoming “bootcamp” training for Council and the Mayor this Friday and Saturday.

The Mayor questioned where his invitation was; Brendi stated the invites were from WABA and his was mailed.

**COUNCIL
MEETINGS
CHANGED:**

A discussion took place amongst many regarding a change in meeting nights. The change will help accommodate our new Borough Manager's schedule. President Rump said the change will be advertised and in the newsletter. Ken Hollenbach made a motion, seconded by Joshua Fogelman, changing the meetings to the 2nd and 4th Mondays of the month starting in February, 2015. A roll call vote was taken as follows:

Fogelman	- yes	Miller	- yes
Hollenbach	- yes	Rump	- yes
Folk	- yes	Hefty	- yes

All in favor. Motion carried.

**THANK YOU
to THE HIRING
COMMITTEE:**

Ken Hollenbach thanked the Hiring Committee and Chuck Beck for their help and time in hiring a new Borough Manager. A round of applause followed for the Hiring Committee.

ADJOURNED: There being no further business to come before Council, the meeting was adjourned at 8:39 pm.

Sincerely,

Brendi L. Brooke
Secretary/Treasurer