



Borough Council Minutes

June 14, 2022

7:30 pm

1. Call to Order, Salute to the Flag and Roll Call 7:30 p.m.

Mr. Eric Kudrich President	P	Mr. Sean Alessandra Councilman	P	Mr. Jason Ohliger Solicitor	P	Mr. Tom Long Fire Chief	A
Mr. Dave Clark Vice President	P	Mr. John Bush Jr Councilman	A	Mr. Greg Myer Treasurer	P	Mr. Eric Stewart EPRP Asst Chief	P
Mr. Dayne Losee Councilman	P	Mr. Jon Maney Councilman	P	Ms. Amy Turner Tax Collector	P	Mrs. Lisa Salvato Recreation	P
Mrs. Janet Clark Mayor	P	Mr. Harry Prey Councilman	P	Mr. Tom Olver EMA	A	Mr. Shawn Bolles Zoning/Code Enforcement Office/Park Mgr	P

Public in attendance: approximately 21

2. President's Remarks: Noted success of the recent events at the park including the German Shepherd Championship, the fire department circus and the carnival. Dedication of the Native American War Memorial at Veterans Park will be on June 25th. Today is Flag Day, a dignified burning ceremony of old and tattered flags is being done at Veterans Park.

- President Kudrich welcomed and introduced the new Pike County Light and Power General Manager Ed Verbaak. Mr. Verbaak noted he is always available for emergencies. In the near future he would like to meet with EMA and 1st responders to run a drill.

3. Motion to amend the agenda: NONE

4. Public Comment (When recognized by the president, per Borough Code, state your name and address for the minutes)

- Lena Marinaro 100 8th Street: 1. July 1st at 6 pm the Heart of Matamoras is hosting a pot luck dinner at the firehouse pavilion. This is a community gathering, not a political gathering and welcomed all to come and share some food, meet your neighbors and stay for the Point Peter fireworks. Lena invited the Borough officials to participate. 2. Suggested an "Event" tab on the Matamoras website to share info on upcoming events in the Borough.

5. Unanimous Consent Agenda **M: Maney/Alessandra. All in favor.**

Approval of Minutes –May 10, 2022

Approval of Treasurer's Report –May 2022

Approval of bills to be paid May 2022

a. Reports:

- a. Mayor: Janet Clark: No report, thanked Mr. Prey for displaying the flags on PA Avenue.
- b. General Government Committee: Harry Prey: Nothing to report.
- c. Fire Committee: Sean Alessandra: Read the FD report, the report is on file. Noted the Port Jervis Fire Department parade is July 9th at 1 PM and they extended an invitation to

the Council to march with them along the parade route. Thanked everyone for coming out for the circus and carnival.

- d. Public Works: Harry Prey: Read DWP report, report is on file. Noted issues with garbage truck. Yard waste: grass clipping should be in a container, no plastic will be accepted, brush should be in manageable sizes. The compost dump will no longer accept logs and DPW will not pick them up. DPW painted crosswalks along the Avenue, lines in the firehouse and in the park. Mr. Prey thanked the Fire Department for help with traffic control during the line painting. Noted the need to put a bid out for a used truck, read specifications. This will be voted on later.
- e. Facilities Committee: John Bush Jr.: Not present
- f. Finance Committee: Mr. Clark: Would like to include a line under the Unanimous Consent Agenda to reimburse the recreation department for invoices paid on behalf of the Wade Trust Fund. Will be voted on later.
- g. Planning: Mark Madsen: The commission will be working on putting together a final draft for the Fireworks Ordinance and the Rental Properties Ordinance in the next meeting.
- h. EPRPD: Assistant Chief Stewart: Report May 2022 read and is on file. They have hired a part time officer and are still looking to hire more officers.
- i. Recreation Advisory Board: Lisa Silvato/Jon Maney: Lisa noted her report is on file. Jon Maney thanked Mr. Mike McCarthy for his \$100 donation to the park in memory of his friend John Kazmierczak. Park Manager Shawn Bolles will be looking into purchasing a shade tree for the park in his memory.
- j. Fire Chief: Tom Long: Not present. Report on file. Todd Kowinsky thanked everyone for supporting the circus and carnival events.
- k. Emergency Management: Tom Olver: Not present. Sean Alessandra relayed his request for a new backup program for the Borough computer at a cost of \$299, there is money in the budget. Dave Clark, Finance, approved, no need to vote. Mr. Olver also requested that Leland Helms be his new assistant. Discussion ensued. It is a volunteer position. A motion to appoint Leland Helms as Assistant Emergency Management position was made. **M: Clark/Losee. All in favor.**
- l. Police Commission: Dave Clark and Sean Alessandra: Spike in MVA noted. The Commission has approved a new updated drug policy. Police Supervisor/Police Commissioner Richard Roa resigned. Paul Schaldonat is now a representative for the Police Commission for Westfall along with Jerry Doty. Dave Clark and Sean Alessandra represent Matamoras and Bill Nealis is the at-large member of the Commission.
- m. Code Enforcement: Code Enforcement/Park Manager: Shawn Bolles: 8 zoning permits were issued in May. 10 grass violations were mailed. 1 condemnation letter will be mailed tomorrow. Excessive garbage and grass violation on 2nd and G: tenant has been evicted and home has been sold. Should see improvements there shortly. Code Enforcement reminder: if putting furniture/appliances out for private pickup, please do not put items in the verge as that is a violation of code. It is recommended that items be placed in the driveway for pickup. The DPW does not pick up bulk items. Airport Park update: The German Shepherd event went well and the organizers were happy with the park. They will not be back next year as they need to alternate meeting places. We may see them back in 2 or 3 years. The softball tournament that was held went well with the exception of the litter the parents and spectators left behind. It took 3 ½ hours to clean the area this morning and a 55-gallon bag of garbage was collected. The Field Usage Agreement should be changed to include a \$250 deposit for litter control and Mr. Bolles will be suggesting to the Recreation Board that every organization that rents a field dedicate one day a month for litter pickup within the park. He hopes this will help deter the amount of litter they leave behind. Noted that new playground

equipment has been installed. A tentative traffic map was shared with Borough Council for the upcoming fireworks show. He recommended to Councilman Maney that a \$5 per car parking donation, to benefit the Fire Department, be implemented for their time and assistance with the event. Alcohol and illegal parking will not be tolerated. The fireworks event is being sponsored by McAteer & Will.

- n. Sewage: Dave Clark: No updates, waiting for well testing results. Expects to have the 537 Report to the Planning Commission to review at the end of July.
- o. All other reports are on file

Police Report X	Recreation X	Police Commission
Planning	Fire Department X	Municipal Authority
Myer & Meyer Financial Report X	Berkheimer EIT Report X	Pike Tax Maintenance Updates X

7. Correspondence: On file

8. Added agenda items: None

9. Old Business:

- a. Duties of the Wade Trust Committee: Mr. Clark opened the conversation and Mr. Ohliger discussed the purpose of the committee and the flow of Wade funds for payment of purchases through the Trust. Mr. Ohliger made the following suggestion of what the Wade Committee would be tasked with:
 - 1. Review the Trust income quarterly.
 - 2. Review and make recommendations upon matters made by Borough Council.
 - 3. To physically inspect on a quarterly basis the park facilities for assessing maintenance
 - 4. To make recommendations, based on finances and inspection, that generally remain within the interest budget.

Clark: From a finance and transparency standpoint, Wade expenditures will be paid on a monthly basis from the recreation account and then the recreation account will be reimbursed from the Wade funds. Mr. Clark created a form that will be submitted monthly that show the expenditures.

10. New Business:

- A. Motion to reimburse the recreation department for invoices paid on behalf of the Wade Trust Fund. **M: Losee/Clark. All in favor.**
- B. Motion to open Bid(s) on the 2022-01 paving project. **M: Losee/Prey. All in favor.** President Kudrich opened the one bid received. Waco Inc from Waymart PA submitted a bid of \$161,500. Discussion ensued.
- C. Motion to award the paving bid to Waco, Inc. **M: Clark/Losee. Motion failed. All opposed. Public comment:** Rosalinda Vasquez 206 Ave I: suggested it be tabled. Kim Cruise 608 Ave I: felt it was one-sided since only one bid was received. Eddie Addison 203 Ave B recommended the borough re-bid. Council discussed further. Motion failed. All opposed.
- D. Motion to re-advertise the 2022-01 paving project. **M: Alessandra/Prey. All in favor.**
- E. Motion to approve Special Event hosted by the Knights of Columbus: Kris Kring 5K on 12/10/2022, fee waived. **M: Kudrich/Losee. All in favor.**
- F. Motion to approve Special Event hosted by The Heart of Matamoras: Family Fun Day on 09/04/2022, fee waived. **M: Losee /Prey. All in favor.**
- G. Motion to advertise for bids for the 1993 Ford Street Sweeper. **M: Prey/Maney. All in favor.**

- H. Motion to advertise for bids for the 1990 International Flatbed Truck with the plow. **M: Prey/Alessandria. All in favor.**
- I. Motion to approve Heart of Matamoras submitting grant request to the Greater Pike Community Foundation on behalf of the Borough for purchase of Christmas Lighting. **M: Losee/Kudrich. All in favor.**
- J. Motion to accept Letter of Resignation, with regret, from Larry Marcial from the Planning Commission. **M: Kudrich/Losee. All in favor.**
- K. Motion to approve President of Council to sign letter of support for Westfall Township's grant application to secure funds to purchase a new Police Vehicle. **M: Losee/Prey. All in favor.**
- L. Motion to advertise bid specs for a used F550 or similar vehicle, 2017 or newer. **M: Prey/Alessandria. All in favor.** Discussion ensued on the size of the vehicle.
- M. Motion to appoint Linda Kozak to the Zoning Hearing Board. **M: Kudrich/Losee. All in favor.**
- N. Motion to appoint Timothy Leonard to the Zoning Hearing Board as an Alternate. **M: Losee/Clark. All in favor.**

11. Public Comment:

Mark Madsen 801 Ave M: Wanted clarification on voting on the Wade funds to be paid. Questioned how Council would vote on approval of bills to be paid after the bills were paid. Mr. Clark explained that the bills are paid every week. The money is initially coming out of the recreation account and the Wade account would then reimburse the recreation account. If there was an issue, then recreation would be responsible.

Eddie Addidson 203 Ave B: Clarity on the purchase of the truck. Questioned if the Borough had the money, couldn't the borough purchase it? Council explained that any expenditures above \$21,500 has to be advertised for quotes. If it was new the Borough could purchase a vehicle through a CoStars dealer, but when purchasing a used vehicle above \$21,500 the Borough must advertise the bid specifications.

ADJOURNMENT:

A motion was made Mr. Losee to adjourn at 8:58 p.m.

Respectfully submitted,



Marianne Brown
Borough Secretary