

Joint Planning Commission and Council of the Borough of Matamoras

Meeting Minutes of November 15, 2022

Chairman Madsen	P	Mr. Anderson	P	Mr. Oszczepinski	P
Mr. Addison	P	Mr. Howard	P	Mr. McIntyre	P
Mrs. Salvato	P				
President Kudrich	P	Mr. Prey	P	Mr. Maney	A
Mr. Alessandra	A	Mr. Clark	A	Mr. Losee	P
Mr. Bush Jr	P	Mr. Ohliger	P		

The advertised joint meeting of the Planning Board and Matamoras Borough Council convened at 7:04 PM.

2 members of the public were present.

Mr. Madsen called the meeting to order.

Consent of the Agenda and Minutes of the October 18, 2022 meeting were approved **M: Oszczepinski/Howard. All in favor**

There was no initial public comment. Mr. Madsen noted that the public would be welcome to comment after.

Correspondence: NONE

Old Business:

- a. Chapter 96 Rental Property Ordinance: Council requested a joint meeting to further discuss ordinance.
 - Mr. Prey asked what the purpose of the floor plan was. Mr. Madsen replied that it is believed some homes listed as a single family may have multiple families living there.
 - Mr. Prey had concerns that the Borough Secretary will be overwhelmed with the tracking. Mr. Bolles, the Borough Code Enforcement Officer responded that he would be responsible for 95% of the work. The new tracking software will be considerably helpful. Discussion ensued, and it was noted the language of the ordinance was mirrored from a neighboring ordinance. There were no objections to amending the language throughout

from “Borough Secretary” to “Borough”. “Secretary” will remain in 96-4 G.

- Mr. Prey had concerns on the language of section 96-6B & 96-7A: Discussion ensued regarding inconsistency in the draft language. Mr. Ohliger and Mr. McIntyre will review and revise language and definitions.
- Mr. Madsen asked Council and Planning if there were any other items they wanted to discuss. He reviewed the items that were addressed in prior meeting(s). He then asked for guidance on how we now move forward. Mr. Ohliger noted that since this is an advertised joint meeting than motions can be made by both Planning and Council on how they wish to proceed from this point. This wouldn't need to be pushed to future meetings to act, if everyone is in agreement so far. There can be a recommendation from Planning to Council to approve the ordinance with the changes as discussed and the Council can make a motion to advertise a meeting.

Mr. Madsen opened the floor for public comment.

Al Tylor 100 Ave M: Voiced concerns regarding Section 96-3 Definition of Agent and 96-5 C Designation of Agent. Discussion ensued regarding the radius, the owner of the property can live anywhere, but if he/she lives outside 20 miles there should be an Agent appointed to address issues. The Agent would be required to live withing a 20-mile radius of Matamoras Borough. Redefine the description of Agent, remove the mention of neighboring counties and replace it with a 20-mile radius. Mr. Tylor noted the floorplan is important and should be shared with the fire department. Discussion ensued regarding landlord/tenant actions/inactions and responsibility. It was noted that the offending party would be held responsible.

Mr. Madsen recapped the changes that were discussed, stated that he would like to see this come back to planning. Discussion ensued as to the timeline for implementation and it was agreed that the start of the year would be the better time for implementation of the Ordinance if approved.

Motion to advertise a Planning Commission Workshop on Thursday December 8, 2022 at 6 pm. **M: Anderson/Howard. All in favor.**

Motion to advertise a public hearing on December 13 at 7:00 pm **M: Bush Jr./Kudrich. All in favor**

- b. Firework Ordinance – Table
- c. 2nd Amendment Resolution- Table

New Business: NONE

Public Comment:

Pam Conklin 402 Ave L: If the Ordinance passes, will existing rentals be grandfathered in or does this apply to all rentals present and past. Mr. Bolles responded that this was to identify all rentals in the Borough of Matamoras. With regards to Section 96-2 she inquired if it will be the sole responsibility of the Code Enforcement Officer. Mr. Ohliger responded yes, but theoretically it enables the Borough to hire a separate inspection company in the future if needed. Mr. Bolles noted that we currently have a 3rd party agency, our Building Inspector. Lastly Ms. Conklin inquired about the fee. The fee schedule has not been determined at this time; it is not part of the ordinance.

Adjourn 8:05:

Planning Commission: Rich Anderson made a motion to adjourn the meeting, seconded by Dave Oszczepinski. All in favor.

Borough Council: John Bush Jr made a motion to adjourn the meeting, seconded by Harry Prey. All in favor.

Respectfully submitted,



Marianne Brown
Planning Commission/Borough Secretary

