



Borough Council Minutes
February 14, 2023
7:30 pm

- 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	Corporal Adams 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 16 members of the public present.

1. President's Remarks: Welcomed everyone and thanked them for attending.
2. Motion to amend the agenda: NONE
3. Public Comment (When recognized by the president, per Borough Code, state your name and address for the minutes)

Lena Marinaro 100 8th Street: Noted 10 new snowflakes for the Avenue were ordered, reminded everyone that The Heart of Matamoras is holding a tea party in the Annex this weekend. Asked if The Heart of Matamoras, as a non-profit group, would be able to advertise their pizza fund-raiser on the borough website? Mr. Ohliger noted that posting it as an event would be acceptable. No graphics, just post it as an event. Asked about planting a tree and plaque in honor of Doris Bannon in the park.
4. Unanimous Consent Agenda **M: Prey/Clark. All in favor.**
 - a. Approval of Minutes – 01/10/2023
 - b. Approval of Treasurer's Report – January 2023
 - c. Approval of bills to be paid – January 2023
 - d. Approval of reimbursement to the recreation department for invoices paid on behalf of the Wade Trust Fund, copy of expenditures:
5. Reports:
 - Mayor: Janet Clark: Nothing to report.
 - General Government Committee: Harry Prey: Nothing to report.
 - Fire Committee: John Bush Jr.: Not present, report on file, read by President Kudrich. Noted that the Fire Department will have their PCLP bill rates reduced to "residential".

- Public Works: Harry Prey: Report read, noted DWP is filling potholes and residents can call the office to report any potholes that need attention. Brush pickup will resume sometime in March. Spring Clean-up Day will be announced in the next meeting. Holiday decorations will be removed this weekend by Mr. Prey and Mr. Maney, volunteers are welcome to join them.
- Facilities Committee: John Bush Jr.: Report on file, read by President Kudrich.
- Finance Committee: Dave Clark: Noted that he sent an e-mail to Council that proposed the transition of paying the monthly invoices/bills from Myer and Myer to the Secretary. He explained the current process and stated he met with Greg and Scott Myer and they discussed how this transition should proceed. The borough will need to purchase QuickBooks desktop. Only Council would be approved check signers. Checks up to \$2500 would need one signature, if it is more than \$2500 two signatures would be required. Myer CPA would still process payroll. Different approval stamps would need to be purchased. The secretary will need to “shadow” Myer personnel, currently Mandy Kowalski, for one day per week for several weeks to learn the program and process. Set up files for each fund. Rainey and Rainey will continue to audit the books at the end of the year. Mr. Clark also proposed that Myer would audit and close the books at the end of each month. This is to safeguard the money. Mr. Clark asked for input. Mr. Maney responded that Council has discussed this during the budget and he would like this to proceed as planned. Mr. Clark will start planning a training schedule. Mr. Ohliger clarified that this will be brought forward in the future for a vote. Mr. Clark agreed, stating there is still more groundwork to lay before this goes into effect.
- Planning: Mark Madsen: Nothing to report.
- EPRPD: Corporal C. Adams: Report read and is on file. Winter festival was very well attended. Boy Scouts toured the station. Still looking to hire both full time and part time Officers. July 10 – 14 Leadership academy is scheduled at the high school. Applications are available on the EPRP website.
- Recreation Advisory Board: Jon Maney/Lisa Silvato: Workshop tomorrow they will be discussing a detailed master site plan, and projects for other grants since they did not receive the DCNR Grant. Opening of the park and Touch a Truck tentatively scheduled for April 15. Recreation voted to have community booths this year, such as Boy Scouts and Heart of Matamoras.
- Fire Chief: Tom Long: Not present. Report on file.
- Emergency Management: Tom Olver: No report, not present. Mr. Alessandria noted that he is looking into having all borough employees attend a CPR and AED training. He is waiting for a response from the Port Jervis Ambulance.
- Police Commission: Dave Clark and Sean Alessandria: At the meeting last night a very thorough report was presented regarding all police activity in 2022. A copy of the report will be available for review in the borough office. He also noted that there will be a motion presented tonight regarding a grant application for a new patrol vehicle and he would like the Council to support this motion.
- Code Enforcement: Code Enforcement/Park Manager: Shawn Bolles: 1 pending permit; homeowner applied for a small job, however work that was previously done to the interior was completed without permits. They are working with the homeowner to have everything corrected. There is Zoning Hearing that will be upcoming, possibly on March 7th for a variance hearing. Construction was started on a porch without a permit and the project was stopped. During the application process it was discovered there is a setback issue. Mr. Bolles noted 903 Ave N is still an issue. Still waiting for the property

maintenance company to clean it up. There was a report of someone trespassing on the premises, the police were called. They encouraged him to leave and told him that he would be charged with trespassing if he returned.

An e-mail was received from the owner of the Exxon station; they are hoping to come to the planning commission meeting in March to propose their land development. We are waiting for them to submit their plans.

- Sewage: Dave Clark: Stated there was a minor change in the Resolution and so another resolution will need to be approved.
- All other Reports 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:

President Kudrich read the Zoning fee changes and proposed Property Rental Fee schedule that was provided to Council at the last meeting. Mr. Prey questioned the street opening. Mr. Ohliger explained it would be the initial fee of \$50 for the first 10 feet and then an addition \$10,000 bond for every 100 feet thereafter. Mr. Ohliger asked if there was any interest in sending this to an engineer for their input on the fees? Everyone seemed to agree that there wasn't a need for this. Mr. Prey requested a motion to make a resolution to adopt the fees in next months meeting. **M: Prey/Maney. All in favor.**

10. New Business:

- Motion to approve Chapter 96 Rental Ordinance. **M: Clark/Maney. 5 in favor, Mr. Losee opposed.**
- Motion to re-submit Act 537 Plan Resolution, with changes, to the Pennsylvania Department of Environmental Protection. **M: Clark/Kudrich.** Mr. Losee inquired as to the changes and if they were minor. Mr. Clark explained the changes were basically disclaimers for Milford Township and Matamoras added streets that were omitted from the plan was adopted. **5 in favor, Mr. Losee opposed.**
- Motion to adopt Addendum to the Regionalization Agreement. **M: Clark/Alessandra.** Mr. Ohliger explained that it is a 4-year 70/30 split. Noted it includes an "Avoidance and Resolution Provision" which should help avoid future disputes. **All in favor.**
- Motion to have Dave Clark apply for the LSA Gaming Grant for a patrol car for EPRP when the grant becomes available. **M: Losee/Prey. All in favor.**
- Motion to send Chapter 105 Streets and Sidewalk Ordinance to the Planning Commission for review. **M: Prey/Alessandria. All in favor.**
- Motion to allow Pike County Autism Support to hang bows on the streetlights on Pennsylvania Ave during the month of April. **M: Prey/Alessandria. All in favor.**
- Motion to accept a grant from Partners for Places in the amount of \$270,000 for stormwater remediation. President Kudrich explained the program and strongly encouraged Council to

approve. **Public Comment:** Lena Marinaro 100 8th Street noted that a few years back Eagle Scout Matthew Mason did a schematic of the storm drains in the Borough. **R:** Mr. Clark and Mr. Kudrich both acknowledge the project, however the firm that is doing the survey will be handling the entire project. **M: Losee/Prey. All in favor.**

- h. Motion to advertise for bids for new lighting on field “A” baseball/softball. **M: Prey/Maney. All in favor.**
- i. Motion to advertise for bids for installation of a new basketball court in Airport Park. **M: Losee/Prey. All in favor.**
- j. Motion to apply for a grant from Pocono Mountain Visitors Bureau Beautification Grant Program. 50% match up to \$20,000 maximum for commercial grade American flags and brackets, commercial garbage cans and flower planters for Pennsylvania Ave. **M: Prey/Maney. All in favor.**
- k. President Kudrich read the letter from the Planning Commission to Borough Council, which was included in the correspondence, regarding the fireworks ordinance that has been under review. President Kudrich advised members of council to review the recently passed PA Act 74 of 2022. A copy will be available in the Borough Office for review, it is also available online. Mr. Losee asked if there needed to be a special hearing in order to repeal an ordinance and if it can be repealed and replaced in the same meeting. Mr. Ohliger responded yes and further noted that if it is decided in March how Council wanted to proceed, then it could be advertised and taken care of in the April meeting.

11. Public Comment:

James Hall 106 Ave M: Would like lighting on Pennsylvania Ave fixed prior to buying flags and plants. Stated we should see if PCLP would recycle old poles for use in the park for lighting needs.

Cory Homer 200 Ave E suggested we contact a company called Northgate to come to a meeting to discuss their plans for the former Kittatinny property located in Barryville, NY. This building project is expected increase the river traffic on Saturdays by an additional 1000 people. “Rocco” who is the General Manager of this \$57m project would like the opportunity to come to speak to Council about this project and how this corporation could help the town.

Motion to adjourn at 8:28: **M: Losee/Maney. All in favor.**

Respectfully submitted,

Marianne Brown
Borough Secretary