



Borough Council Minutes

November 14, 2023

7:30 pm

Call to Order, Salute to the Flag and Roll Call 7:33 p.m.

Mr. Eric Kudrich President	P	Mr. Sean Alessandra Councilman	P	Mr. Jason Ohliger Solicitor	P	Asst Chief Kowinsky Fire Department	P
Mr. Dave Clark Vice President	P	Mr. John Bush Jr Councilman	P	Mr. Greg Myer Treasurer	P	EPRP Sgt Zarwiski	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 10 members of the public present.

1. **President's Remarks.**

Noted Halloween was a great success, thanked the Borough Residents for making it special. Congratulated Mark Madsen, Lisa Salvato, Cory Homer and Kristin Cavallaro on their success in the election.

2. **Added Motion(s):** 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: Expressed thanks to everyone who came out to vote.
- Dimitry Roby 105 PA Ave: Spoke about the Patel building next to his property. Expressed dismay at not being able to see the building plans. Does not feel this will improve the quality of life or improve the value of property. Spoke about the pending PA Liquor hearing.

4. **Unanimous Consent Agenda M: Maney/Prey. All in favor.**

- a. Approval of Minutes –Conditional Use Hearing & Council meeting October 10, 2023
- b. Approval of Treasurer's Report – October 2023
- c. Approval of bills to be paid – October 2023
- d. Approval of reimbursement to the recreation department for invoices paid on behalf of the Wade Trust Fund, copy of expenditures: October 2023

5. **Reports:**

- Mayor: Janet Clark: Congratulated Mayor-elect Cory Homer, Councilwoman-elect Lisa Salvato, Councilman-elect Mark Madsen and Councilman Eric Kudrich. Noted that out of approximately 2900 eligible voters, there was a turnout of only 600. Announced Christmas Tree Lighting at the Borough Hall will be on December 9th at 5pm.
- General Government Committee: Harry Prey: Working on revisions to the employee handbook.
- Fire Committee: John Bush Jr/Sean Alessandra: There was no meeting this month, noted Christmas trees have been ordered.
- Public Works: Harry Prey: Read DPW report. Truck and staffing issues have been resolved. Banners and flags will be coming down and Christmas decorations up. The DPW has an old salt spreader that the Borough does not have any use for. It was put out to bid last year, holds no

value. Mr. Prey reached out to Westfall and they could put it to use. **Motion to gift the salt-spreader to Westfall township. M: Clark/Maney. All in favor.**

- Facilities Committee: John Bush Jr.: Applied for the LSA Statewide Grant, paperwork was submitted today. Met with Brian Snyder from Pike County Planning to review the application and we have received letters of support from Representative Joseph Adams and Senator Lisa Baker in support of the project. The firehouse heater in the pole barn is broken and will be replaced. The door for the firehouse hall will be installed within the next week.
- Finance Committee: Dave Clark: Budget meetings were held; 2024 budget has been reached. There will not be a tax increase. Copies are available for public review.
- Planning Mark Madsen: The Planning Board was busy with reviewing Borough Ordinances. He hopes Council has had an opportunity to review changes that were submitted for consideration. They would like the Council to vote to advertise a Public Hearing. Mr. Madsen then introduced Planning Member Ed Addison who has volunteered to be Chairman of the Planning Committee beginning January 2024.
- Recreation Advisory Board: Jon Maney/Lisa Salvato: Jon congratulated Lisa Salvato and thanked her for all she has done on the Rec Board. Lisa noted that there was a letter of interest received and two Special Event applications have been submitted with a recommendation of approval. There will not be any more recreation meeting this year.
- Eastern Pike Regional Police: Report was read. Noted that the collective bargaining agreement, all officers passed firearms training. Officers Collective Bargaining Agreement (CBA) has been signed.
- Asst Fire Chief: Todd Kowinsky: Report was read. Christmas Tree sales to being on Black Friday. Offered to help with taking down the Veterans Banners and putting up decorations if needed.
- Emergency Management: Tom Olver: Report on file.
- Police Commission: Dave Clark and Sean Alessandra: Thanked Sean Alessandra and Bill Nealis did a great job working together to get the CBA signed. The Long-Term Planning Committee has had a few meetings. The next Council meeting a report will be given.
- Code Enforcement/Park Manager: Shawn Bolles: Report was read on zoning permits issued and violations, may need to speak with Council at the next meeting regarding some of the violations.
- Sewage: Dave Clark: A letter of denial was received from the DEP. They said the plan was "not implementable". Reasons given were Intermunicipal Agreements were not finalized and they felt there was not specific funding in place. Mr. Clark explained that Intermunicipal Agreements were to be finalized if/when approval was granted and according to the USDA, funding could not be applied for until approval was granted. The USDA agreed to 45% grant and 55% loan however they could not proceed with the funding until approval from the DEP was granted. A meeting is scheduled with the DEP on December 5th to see what can be done to get Central Sewage for Matamoras.
- All other Reports on file:

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

6. **Correspondence:** On file:

- Letter from John Kupillas re Veterans Park Wreaths Across America Ceremony on December 16, 2023 12:00 pm
- Letter of denial from PA DEP regarding Act 537
- 2023 Tour of Honor final statistics
- Letter to Council from Planning regarding proposed updates to existing ordinances
- Letter of interest from Carly Longhenry to become a member of the Recreation Advisory Board

7. **Old Business: None**

Discussed the letter received from Lee Toussaint regarding the property adjacent to 904 Ave P that he is interested in acquiring. Mr. Prey noted that this is shown as a road on the tax map from Ave P to Ave Q. Mr. Prey stated he does not feel that the Borough should get rid of property that can act as a road in the future and further noted that this is the only access the Borough has to the Bell Cemetery. Other members of council were in agreement of keeping the property. The solicitor advised that this was not an item that needed a vote from council, since it is simply a request. The President stated he will issue a letter to Mr. Toussaint.

8. **New Business:**

- a) Motion to publish the proposed 2024 Matamoras Borough Budget and advertise for a Public Hearing at 7:15 on December 12, 2023, for public comment on the proposed Matamoras Borough Budget. **M: Alessandra/Prey. All in favor.** Discussion ensued regarding if an ordinance was needed or just a resolution. The Solicitor confirmed later that since there was no change in taxes there was no need for a public hearing to pass an ordinance. Resolutions do not require advertisements or public hearing.
- b) Motion to approve the purchase of 1 refurbished AED unit w/ non-alarmed cabinet for the DPW from American AED for \$710. **M: Alessandra/Maney. All in favor.**
- c) Motion to approve the purchase of office furniture and 2 fireproof filing cabinets for the borough office from ULINE for a cost of \$5,952.51. **M: Losee/Maney. All in favor.**
- d) Motion to approve a new contract with Topp Business for a Ricoh color printer/copier/scanner with wireless capabilities for the borough office. **M: Prey/Alessandra. All in favor.**
- e) Motion to approve Special Event application for the 51st Annual Rick Drew Holiday Parade on 12/2/2023, alternate date 12/9/2023. **M: Losee/Maney. All in favor.**
- f) Motion to approve Addendum to Regionalization Police Agreement amending Section 3A -Section A. **M: Maney/Clark. All in favor.** President Kudrich summarized the addendum.
- g) Motion to approve Addendum to Regionalization Police Agreement previously approved February 14, 2023 with corrections. **M: Losee/Maney. All in favor.** President Kudrich explained that there were minor corrections to names, nothing of substance.
- h) Request to advertise a Public Hearing to review ordinances and definitions. Mr. Madsen was invited to read the letter submitted on behalf of the Planning Commission. Mr. Ohliger noted that a redline version of the existing ordinance is needed to consider this prior to asking council to make a motion to advertise a hearing. **A motion to table was made by Mr. Losee, seconded by Mr. Alessandra.**
- i) Motion to appoint Carly Longhenry to the Recreation Advisory Board term expiry January 1, 2028. **M: Losee/Maney. All in favor.**
- j) Motion to allow Pike County Light and Power & Precision Pipeline to continue working on the gas-line replacement project past November 15, 2023. Mr. Prey noted that our ordinance prohibits road opening from November 15th to March 15th but felt it was in the best interest of all to keep the project moving. He invited Precision Pipeline and Pike County Power and Light to speak about the ongoing project. Mr. Maney wanted assurance that they would take accountability if the roads sink two years from now because they are laying in below freezing weather. They take responsibility for a year and explained the process they use and they wish to continue doing business in the borough. It was noted our ordinance requires a 2-year bond. Discussion ensued. **M: Maney/Losee. All in favor.**
- k) Discussion regarding 111 Pennsylvania Ave to proceed with storm drain work past November 15, 2023. President Kudrich asked Mr. Prey to explain. He stated a permit was filed for work to be done from August-October. There was no bond supplied with

the application, and the application was not fully completed. Mr. Maney suggested it be tabled.

- 1) Motion to approve Special Event application for Delaware Valley Lacrosse tournament April 6th and 7th of 2024. **M: Losee/Maney. All in favor.**

9. Added Motion:

Mr. Prey requested Council to adjourn to Executive Session to address personnel issues. President Kudrich asked if there was public comment prior to Executive Session. Public comment would also be open after the session if needed.

10. Public Comment:

Mr. Madsen: Kirs Kringle will be the 2nd Saturday in December. Also inquired about the Capital Reserve Fund. There was discussion between Mr. Madsen and Mr. Clark regarding the amount in the account. Mr. Clark advised that he would get back to him after he confirmed the numbers with the accountant.

Adjourned to executive session at 8:31 pm, reconvened at 8:52 pm.

A motion to terminate Roger Kelly III from the DPW effective immediately due to poor work performance was made by **Mr. Prey, seconded by Mr. Clark. All in favor.**

Motion to adjourn at 8:54 pm. **M: Prey.**

Respectfully submitted,



Marianne Brown
Borough Secretary