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Borough Council Minutes
September 10, 2024
7:30 pm

Call to Order, Salute to the Flag. 7:35

Mr. Eric Kudrich President	P	Mr. Harry Prey Councilman	P	Mr. Jason Ohliger Solicitor	P	Chief Todd Kowinsky Fire Department	P
Mr. Mark Madsen Vice President	P	Mrs. Lisa Salvato Councilwoman	P	Mr. Scott Myer Treasurer	P	Lt. Pflanz Eastern Pike Regional Police	P
Mr. Sean Alessandra Councilman	P	Mr. Cory Homer Mayor	P	Ms. Amy Turner Tax Collector A	P	Mr. Shawn Bolles Zoning/Code Enforcement Office/Park Mgr	P
Mr. John Bush Jr Councilman	P	Ms. Shannon O’Leary Junior Council	P	Mr. Tom Olver A EMA	A		
Mr. Jon Maney Councilman	P	Mr. Nathaniel Carso Junior Council	P				

Public in attendance: 10 members of the public were present.

President’s Remarks:

Upcoming events include the Historical Society exhibition on 8/15 in the Borough Annex at 2 p.m., and a 9/11 Ceremony at 6:00 pm at Veterans Park will be held tomorrow, all are encouraged to attend. On 12/6 there will be a Tree of Remembrance Ceremony in Veterans Park. Information can be found on the Borough website.

A moment of silence was held in recognition of September 11, 2001.

Added Motion(s):

f. Opening at the municipal authority board. A letter of interest has been received.

g. Changes to the excavation permit application

Motion to amend the agenda to include new business items f and g: **M: Sean/Jon. All in favor.**

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

Dimitry Roby: 105 PA Ave: Disputed wording in prior minutes; commented on the loss of his lawsuit in the Appellate Court. He is taking his case to the Supreme Court. Mr. Roby said he still feels the town did not enforce its zoning ordinances.

Unanimous Consent Agenda M: Maney/Alessandria. All in favor.

- Approval of Minutes –Council meeting August 2024
- Approval of Treasurer’s Report – August 2024
- Approval of bills to be paid – August 2024
- Approval of reimbursement to the recreation department for invoices paid on behalf of the Wade Trust Fund, copy of expenditures: August 2024

Reports:

- Mayor Cory Homer: Stated that the Municipal Authority has donated paint for fire hydrants and our volunteer fire department has volunteered to paint the hydrants; additional volunteers are

welcome. The Home Depot completed the painting of a home as part of their “Give Back to Veterans Program”. The runway light project is moving forward.

- Government Committee: Mark Madsen/Harry Prey:
 - Mr. Madsen asked that the Fire Department once again approve the use of their hall for the annual Knights of Columbus Kris Kringle Run which is scheduled for December 7, 2024.
 - A proposal has been received from the Port Jervis Ambulance, it is currently under review.
 - A list of the monuments and their replacement cost was sent to our insurance carrier. There are two ways to insure: 1. List each with a value or 2. Blanket rate. Mr. Madsen suggests insuring for a blanket limit of \$250,000. The likelihood of every monument suffering a loss is minimal. He is waiting to hear back from our insurance company for quotes.
 - QuickBooks timeclock has been purchased and will be implemented soon.
 - Mr. Madsen asked Bob Howard to discuss the stormwater issue/pricing. Bob Howard and Harry Prey noted that they would need to rent an excavator. Our backhoe is not the right piece of equipment for the project. The estimated cost of the project is \$11,805. Borough employees will be performing the labor, contracted labor will not be used.
 - The transfer of the garbage has been discussed with the Municipal Authority. They believe they can take care of garbage for \$25 per month. They are still waiting for another quote. The water bill and garbage pickup bill will be billed separately. A proposal has been submitted to the subcommittee, Mr. Madsen and Mr. Prey explained the details. Discussion ensued. Proposed a special meeting be held after the Municipal Authority’s meeting that is scheduled for Wednesday, September 25th.
- A motion to advertise a Special Meeting on September 26th at 12:00 p.m. to vote on moving the responsibility of garbage pickup to the Municipal Authority. **M: Prey/Madsen. All in favor.**
- Fire Committee: Sean Alessandra/Lisa Salvato: Nothing to report.
- Public Works: Harry Prey/Jon Maney: DPW crew collected 66.52 tons of trash. Brush pickup is ongoing. The compost facility is open on Saturday from 8:00 to 12:00, ID is required. The F550 is ready for leaf collection. The project on 5th and Ave C will begin shortly.
- Facilities Committee: John Bush Jr./Mark Madsen: Mr. Bush reported that the sewer pipe in the borough basement has been repaired, the plumber will need to take a look at the AC unit in the annex and we are waiting for M&S to come back to blacktop in front of the Borough Office door.
- Finance Committee: Lisa Salvato/John Bush Jr.: Mrs. Salvato provided everyone with a spreadsheet for their budgets. The first budget workshop is scheduled for October 2nd at 7:00 p.m.
- Finance: Scott Myer: Mr. Myer offered to help with the excel data input for the budget.
- Planning Committee: Eddie Addison: Sent a revised excavation permit to council for consideration; it will provide more protection for the borough. A lot combination and a recommendation to proceed with working on a joint comprehensive plan with Westfall was submitted to Council for consideration. Bullet points on our comprehensive plan will include looking at infrastructure improvements, safety and security enhancements, and support services.
- Recreation: Jon Maney/Sean Alessandria: Nothing to report
- Eastern Pike Regional Police: The report was read and is on file.
- Recreation Advisory Board: Pam Conklin noted that they had a request for the Tree of Honor ceremony to be held at Veterans Park at their last meeting, however, they did not have a quorum present, so she handed it to Council for their consideration. Information can be found on the borough website: matamorasborough.com.
- A motion was made to approve the request for a Tree of Heroes lighting ceremony to be held December 6, 2024, at 6:00 p.m. M: Prey/Maney. All in favor.
- Fire Chief: Todd Kowinsky: Read the report, report is on file. 4 people started the fire training academy, 3 members have completed their dive training and have been certified. Fall festival and pumpkin patch events are scheduled. The Fire Department will be present tomorrow at the 9/11 Ceremony.
- Emergency Management: Not present. Nothing to report.

- Police Commission: Dave Clark and Sean Alessandra: Mr. Alessandra noted there is an upcoming Joint Meeting to discuss the EPRP budget on September 16 at 7 p.m. in the Westfall Township building.
- Sewage: Mark Madsen: September 12 is the follow-up date with HRG. The report will be sent to Planning.
- Motion to send Act 537 to the Planning Commission for review once received. **M: Madsen/Alessandra. All in favor.**
- Code Enforcement/Recreation Shawn Bolles: Reported zoning permits and violations that were issued and complaints that were received. He will be attending court tomorrow with the dog warden for the recent dog attacks. Recreation season is coming to a close. The basketball courts are installed, we are waiting for the company to paint the lines. The grant for the playground equipment is moving forward with another company, estimates are pending.
- Tax Collector: Amy Turner: Reported on the status of school taxes and reported there are 51 outstanding property taxes.
- Junior Council: Shannon O’Leary & Nathaniel Carso: Shannon reported that a journalist from the school will be present to report on the 9/11 Ceremony. She will continue to report on upcoming school events. Nate reported that they are 3 weeks into the school year. This week is Spirit Week, and homecoming & warrior fest will be this weekend.
- All other Reports on file:

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

Correspondence: On file.

- Three (3) letters from Mr. Roby addressed to Borough Council dated 03/05/2024, 04/01/2024, 07/29/2024
- Letters from Planning to the Council regarding:
 - McNally Lot Improvement
 - Zoning Schedule of Uses
 - Chapter 86 – Loitering
 - Comprehensive Plan
- Letters from Pike County Planning dated 8/30/2024 RE: McNally Lot Improvement
- E-mail from Lou Cozza – revision to 5th St & Ave C using 12” AASHTO #1 around the tank surrounded with filter fabric
- Letter from Delaware River Basin Commission regarding Local Flood Control Escrow Account Balance
- Pike County Developmental Center request for financial support

Old Business:

- a) Matamoras/Westfall Compost Facility: chipping and access. Nothing to report.
- b) Stormwater discussion regarding 5th Street and Ave C discussed earlier.

New Business:

- a) Motion to approve the McNally Lot Combination. **M: Maney/Prey. All in favor.**
- b) Motion to advertise a Public Hearing to consider changes to the Zoning - Schedule of Uses moving “Retail” from “Principle Permitted” use to “Condition Use” at the October 8th meeting. **M: Madsen/Maney.** Discussed that “retail” is so broad and should be reviewed to see if conditions need to be considered. **All in favor.**
- c) Motion to advertise a Public Hearing to consider adding Chapter 86 Loitering at the October 8th meeting. **M: Prey/Maney. All in favor.**
- d) Motion to move forward with a Joint Westfall/Matamoras Comprehensive Plan contingent upon the clarification of the financial obligation it entails. **M: Alessandra/Maney.** Financial obligation will need to

be considered, what are we committing to? The majority of the plan will revolve around Westfall. Discussion ensued. **All in favor.**

- e) Shade Tree: Before a committee can be formed, a need a Shade Tree Ordinance would need to be drafted. Motion to table Shade Tree Committee Discussion. **M: Madsen/Salvato. All in favor.**
- f) Motion to appoint Eddie Addison to the open position on the Matamoras Municipal Authority, term ending January 1, 2026. **M: Madsen/Prey. All in favor.**
- g) Excavation Permit.

8:45 Motion to adjourn to Executive Session for the purpose of discussing personal issues. **M: Madsen/Maney. All in favor.**

9:00 the Council reconvened, there were no members of the public present.

A copy of the excavation permit was distributed. Review and discussion of the excavation permit began. 9:05 Mr. Maney exited the meeting. Minor changes were made to the document pertaining to typos and clarification of requirements. Mr. Bolles noted that our current ordinance [§105 Streets and Sidewalks Article IV Street Excavations] will need to be reviewed in order to enforce the revised permit. A copy of the document with changes was given to the Secretary to revise. No further action was taken.

The Council noted that they were looking into alternative third-party Building Code Enforcement options. Mr. Bolles has taken an active role in the oversight of all building permits that are submitted; he has denied two submissions that were recently submitted. Mr. Bolles explained that our current service is not an aggressive enforcement agency. Mr. Bolles discussed violation procedures and enforcement options with Solicitor Ohliger.

Motion to adjourn was made at 9:23 by Mark Madsen. All in favor.

Respectfully submitted,

Marianne Brown
Borough Secretary