



Borough of Walnutport Workshop Meeting Minutes Thursday May 5, 2016

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1. William Turk, President Pro Tem called the May 5, 2016 workshop meeting of the Borough Council to order at 7:00 pm in the Borough Municipal Building, 417 Lincoln Avenue, Walnutport, PA 18088. Mr. Turk led the Pledge of allegiance.
2. Roll Call: Matthew Newhard, President (7:03); Harold Greene, Vice-President (7:40); Joan Rehrig, Councilwoman; Nancy Treskot, Councilwoman; David Stankovic, Councilman; William Turk, Councilman; Patrice Hunsicker, Councilwoman; Michael Wentz, Grant Coordinator (8:30); Wayne Weidner, Mayor; and Annette Lacko, Secretary/Treasurer.
3. Present from the public-Timothy Dennis & Ed Zeigler.
4. Opportunity for Residents & taxpayers to be Heard- none.
5. Standing Committees –
 - A. Law –
 - Handicapped parking space- Chief Wayda approved-per ordinance needs council approval and applicant needs to renew every year. Dave made the motion to approve the handicapped parking space at 317 New Street. Patrice seconded the motion. Motion carried. Matt and Harold were not here to vote.

Matt came into meeting at 7:03 pm

B. Finance — Nancy updated council on a few topics

- Banking at BB&T-we are getting a lot of service fees. 500+ checks deposited or cleared account=fee. We may have no choice but to change banks. We also may need to look into accepting credit cards. Credit cards will not cut down on number of checks deposited into account because business licenses, mercantile taxes and most garbage bills are mailed in. Most people do not come into office. Something we need to look at.
- Nancy will meet with Annette at 2:00 the Tuesday before workshop every month to make sure we are on track with budget or if there is anything financially that needs to be brought to council's attention.
- Grants—there are a few grants Nancy came across that she is going to bring to Mike's attention. Ex: Police vests, baseball tomorrow fund,
- Non-profit disbursements-Annette informed Nancy we usually start disbursing the budgeted donations in May. Nancy wants to hold off to see how we are performing.
- Bonding-according to the borough code anyone who signs checks needs to be bonded. That means the president and vice president need to be bonded. Annette will get the paperwork to get them bonded.

C. Streets – Bill & David

- Complaints about Route 145 and Lincoln Avenue since they paved Route 145 people are getting hung up there or they have to slow down so much on Route 145 the feel they

are going to get rear-ended. Rick was informed and is trying to get answers from PennDot since they paved it and it is their road.

- PPL- Wayne informed council that when there was a fire in town he spoke to the driver from PPL. He gave Wayne a roll of yellow tape. He is asked Wayne to put the yellow tape on the poles that the lights are burnt out. When they come in town during the day, they can't tell what lights are out. He went down to Main Street to fix the light by the fire company right away.
- Patrice brought a complaint she was given to council's attention. Apparently a sign on Main Street was knocked over during the winter. The part that sticks up cut a dog's leg that it needed stitches. Can we do something about it? We will have Rick contact PennDot since Main Street is a state road and that would have been one of their signs.

Harold arrived at the meeting at 7:40 pm

D. Solid Waste – Matt & Patrice

- Contracts handed out-council went through the Bidding documents for accepting, processing, and marketing of recyclable materials. Annette will contact Solicitor's office to make the changes. Everyone is to review the Bidding documents for collection, transportation, disposal of municipal solid waste and transportation of recycling materials to a borough designated recycling center. Those documents go out to bid after the first one comes back.
- Motion to exempt 210 Third Street-house burnt from garbage until house is rebuilt made by Patrice. Bill seconded the motion. Motion carried.

Mike Wentz arrived at meeting 8:30 pm

E. Recreation – Joan & Patrice

- Pavilion (Nancy & Bill would like to discuss)-who has control of the pavilion? Council discussed several options and answered questions on what Annette and Debbie should do when someone calls for pavilion rentals for certain citations. We are not renting the pavilion out to make money. We are renting it out for the community. The fees are to help pay for electric bill, supplies, cleaning person.
 - ❖ For nonprofits-
 - Must show proof of 501-C if not a school.
 - Must give at least 24 hours' notice
 - Must have all paperwork in, insurance, contact information, application
 - Pay \$50.00 fee
 - ❖ For all other rentals
 - Must pay \$100.00 security deposit & complete an application to save the date
 - Must pay \$125.00 rental fee at least 2 weeks before event
 - ❖ Patrice made the motion to change the rental fee for Borough residents to \$100 SD and \$125 fee. Nancy seconded the motion---Patrice rescinded her motion.
 - ❖ Patrice made the motion to change the rental fee to \$125.00 and \$100 security deposit. Bill seconded the motion. Motion carried.

F. Ordinance Review – David & Bill-nothing

G. Personnel – Joan, Harold, & David-nothing

H. Secretary Notes/Announcements-

- Newsletter- Annette asked them to come to a meeting. The owner called to ask what concerns were and he sent the \$300.00 back and apologized. He will send someone to talk to council so we have a contract

- Annette handed out a copy of the Sunshine act. If anyone else has any other acts or something else I should look up, let me know.
- Fire Inspector- John Kirchner would like an office since he resigned a fire chief. Annette started make arrangements for him to share zoning office since they work together on the permit process. He will need keys and a sign on for computer. Annette is working with the IT company to set him up. Harold made a motion to allow fire inspector to share zoning office and to give him the appropriate keys. Joan seconded the motion. Motion carried.

I. Grants-Michael Wentz gave a few updates. Lehigh Street project is being held up since there is a change in employees at the county.

6. New Business –

- A. Email from tax collector, Bob Treskot about active duty and per capita bills. Bill made the motion to exonerate any active duty military personnel from per capita bills. Dave seconded the motion. Motion carried. Annette will look into doing a resolution for all future cases.
- B. Dave asked about the mulch at the playground. It is extremely low. They will ask Rick to get prices. Still hoping to get grant this year for rubber matting.

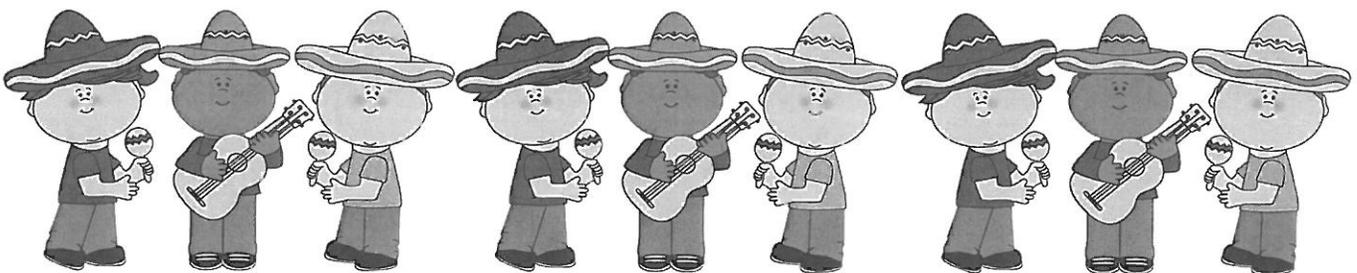
7. Unfinished Business –

- A. Centennial Committee-Matt promises to set up meeting.
- B. Garbage truck grant-Nancy went over numbers. She doesn't see how we could save money doing this. We will revisit after contracts come in.

8. Mayor's Announcements~

- A. Happy Mother's Day to all the mom's out there...and the dad's that are moms too...
- B. Borough of Palmerton is requesting fire police coverage to help with their Blue Mountain Health System. Joan made the motion to allow fire police to help Palmerton Borough. Bill seconded them motion. Motion carried.

9. Adjournment – Joan made a motion to adjourn the meeting at 9:47 pm. Nancy seconded the motion. Motion carried.



Respectfully Submitted by,

Annette S. Lacko, Secretary/Treasurer