

Borough of Walnutport

Regular Meeting Minutes

Thursday November 3, 2022 7:00 pm

417 Lincoln Avenue; Walnutport, PA 18088



The public is advised that the Borough of Walnutport Public meeting is being recorded for transcription purposes only and is intended only for the use of a Borough Secretary in transcribing the official meeting minutes. The tape is made solely for the employees own personal use and does not have an official purpose.

1. William Turk President called the November 3, 2022 regular meeting of the Borough Council to order at 7:00 pm in the Walnutport Borough Hall 417 Lincoln Avenue; Walnutport, PA 18088. Mr. Turk led the Pledge of allegiance.
2. Roll Call: William Turk, President; Harold Greene, Councilman; Iris Blum, Councilwoman; Michael Gaston, Councilman; David Stankovic, Councilman; Jennifer Wentz, Vice-President; Patrice Hunsicker, Councilwoman; Wayne Weidner, Mayor; Michael Corriere, Solicitor; Jason Newhard, Engineer; Mike Wentz, Grant Coordinator; Chief Peter Wayda; Scott Ledo, Code Enforcement Officer; and Annette Lacko, Secretary/Treasurer.
3. Present from the Public-Betty Fabiani, F.J. Werner, OD, Terry Ahner- Times News.
4. Opportunity for Residents & taxpayers to be Heard
 - A. Betty Fabiani asked that the police patrol Lehigh Gap Street more. They traffic is blowing the stop sign all the time. Someone is going to get killed. Chief Wayda acknowledged her complaint.
5. Patrice made the motion to approve A-H by general consent. Harold seconded the motion.
 - A. October 8, 2022 regular meetings minutes
 - B. October 2022 Profit & Loss Report
 - C. October 2022 Bill List/transaction by vendor
 - D. October 2022 Police report
 - E. October 2022 tax Collector Report
 - F. October 2022 Zoning permit report
 - G. October 2022 UCC permit report
 - H. September & October 2022 Code Enforcement Officer Report. Mike-yes, Harold-yes, Iris-yes, Jen-yes, David-yes, Patrice-yes, & Bill-yes. Motion carried.
2. Standing Committees –
 - A. Personnel- Bill
 - Dave made the motion to advertise for PT Asst. Secretary with job description that Jen typed up. Patrice seconded the motion. Mike-yes, Harold-yes, Iris-yes, Jen-yes, David-yes, Patrice-yes, & Bill-yes. Motion carried. It will be online and in the Times news for 2-3 days.
 - B. Finance – Jennifer
 - 2023 budget-council discussed the budget before they made the below motions
 - Mike made the motion to approve the following general ledger transfers

393.140 COVID Relief Grant Funding

Debit

\$16,236.74

Credit

430.183 Public works Overtime		\$2,000.00
430.260 Small tools & minor equipment	\$2,000.00	
430.241 Maintenance/operating Supplies		\$2,575.25
430.245 Highway Supplies		\$13,157.49
430.250 Vehicle Repairs		\$11,212.29
392.350 liquid fuels	<u>\$10,708.29</u>	
	\$28,945.03	\$28,945.03
430.242 Repairs Garage/shop building		\$9,374.70
393.000 proceeds from loan	\$9,374.70	
430.245 Highway supplies		\$2,000.00
432.200 Winter Maintenance	\$2,000.00	
430.241 Maintenance/operating supplies		\$1,177.31
392.350 liquid fuels	\$1,177.31	
200.500- auditor		\$22,200.00
430.260 Small tools	\$22,200.00	
Police		
410.127 Patrolman's Salary (32 hour)	\$21,000.00	
410.183 Overtime		\$10,000.00
410.231 Vehicle Fuel (gasoline)		\$6,000.00
410.250 vehicle Maintenance		\$1,900.00
410.329 Police Internet & Web		\$400.00
410.370 ESP & Vascar Expense		\$100.00
410.374 Computer tech support		\$1,100.00
410.750 Minor equipment purchases	<u>\$1,500.00</u>	
		\$11,000.00

Iris seconded the motion. Mike-yes, Harold-yes, Iris-yes, Jen-yes, David-yes, Patrice-yes, & Bill-yes. Motion carried.

- Jen made the motion to advertise tax milage at 19.75 for 2023. Mike seconded the motion. Mike-yes, Harold-yes, Iris-yes, Jen-yes, David-yes, Patrice-no, & Bill-yes. Motion carried.
- Jen made the motion to advertise the preliminary 2023 budget for public review from November 14 through December 7, 2022. Mike seconded the motion. Mike-yes, Harold-yes, Iris-yes, Jen-yes, David-yes, Patrice-yes, & Bill-yes. Motion carried.
- Harold made the motion to accept the balanced budget with the tax increase as approved to be advertised. Mike seconded the motion. Mike-yes, Harold-yes, Iris-yes, Jen-yes, David-yes, Patrice-no, & Bill-yes. Motion carried.

C. Public Safety (formerly law) – Mike & Harold –

- House cleaning
 1. Mike made the motion to accept letter of resignation from employee #11PTLH effective 7-14-22. Harold seconded the motion. Mike-yes, Harold-yes, Iris-yes, Jen-yes, David-yes, Patrice-yes, & Bill-yes. Motion carried.
 2. Mike made the motion to accept resignation from employee #12PTTS effective April 2022. Harold seconded the motion. Mike-yes, Harold-yes, Iris-yes, Jen-yes, David-yes, Patrice-yes, & Bill-yes. Motion carried.

3. Mike made the motion to make employee #13PTRB 32-hour officer instead of just pt officer. Harold seconded the motion. Mike-yes, Harold-yes, Iris-yes, Jen-yes, David-yes, Patrice-yes, & Bill-yes. Motion carried.
4. Mike made the motion to approve police bullet proof vests (contracted item) \$4,674.00 from Witmer Public-not sure if it will hit this year or next year budget- depends on when we are invoiced. Patrice seconded the motion. Mike-yes, Harold-yes, Iris-yes, Jen-yes, David-yes, Patrice-yes, & Bill-yes. Motion carried.

- Fire inspector-duties & possibly appointment-Harold spoke to Sean about other municipalities. We will need to update our ordinance no matter what we do. We need the person to be NFPA certified.
- Blight property
- Cell tower-maintenance

D. Streets –David

- Report
- Motion to authorize S&G to do addition work on S Canal & Washington Street \$9,800.00-money will be used from ARF
- Motion to purchase 2 new lawn mowers for @ \$10,500.00 each-they won't be here till spring 2023

E. Recreation – Jennifer-

- Walnutport Recreation Board-Jennifer – we had another meeting. Whispering acres with be giving horse rides, collecting food for the food bank, tree adoption forms are coming in. 3 food trucks are confirmed.
- WPA/WCA-Iris – nothing

F. Ordinance – Patrice - nothing

G. Secretary/Treasurer-Annette Lacko

- Meeting for 2023-went through the dates. Will have list and motion for next month.
- Bank statements-\$5.00 fee-council agreed to have Annette stop mailing of statements and pull statements online
- VUB-businesses-have fees—looks good to have Diversified update businesses ...that eventually all businesses and mercantile with be on same system as garbage. The fee will pay for itself with printer costs, and not having to input everything into excel sheets. Part of money out of general funds and part out of sanitation funds

H. Grants/EMA Director-Mike Wentz – nothing

I. Code Enforcement Officer, Scott Ledo- need executive session

J. Engineer's Report – Jason Newhard

- See report- no action
- Green Street
- Spadt Alley

K. Solicitor's Report –

- Gogel matter-waiting on bankruptcy attorney

- Need executive session

3. New Business-

- A. (Letter from F. Joseph Werner requestion) Jen made the motion to grant a waiver of requirement for land development plan for the conversion of existing building to proactive offices located at 309 N Best Ave. There will not be any changes to the footprint of the existing building or changes to the existing property-council needs to make that as a motion if they agree-Zoning officer-Sean advised him what he needed to do. Dave seconded the motion. Mike-yes, Harold-yes, Iris-yes, Jen-yes, David-yes, Patrice-yes, & Bill-yes. Motion carried.
- B. Matt from Lehigh Valley Sierra Club proposed project Bertsch Creek-possible actions need to be taken-need sketch plan, time line, access agreement for damages, request him to be at next meeting
- C. ~~Motion to allow fire police to help Palmerton Borough on November 6th with rain date November 13, 2022 if they have any volunteers available-no one is available~~

4. Unfinished Business –

- A. D&L ½ marathon-several phone calls and emails-Pete-Mike-Annette-insurance NO VEHICLES are allowed on the towpath.
- B. Geese permit
- C. E-recycling collected 3,901 pounds
- D. WPA-dug out issue

5. Upcoming events

- A. Tree lighting, adopt a tree, Saturday December 3, 2022 5:00 pm
Food trucks 2:00 pm
Candy cane hunt 3:00 pm

- 6. Council entered into executive session from 7:55-:05 pm to discuss potential litigation. No action taken
- 7. Mayor's Announcements – Happy Thanksgiving!!!
- 8. Adjournment – Iris made the motion to adjourn the meeting at 8:06 pm. Jen seconded the motion. Mike-yes, Harold-yes, Iris-yes, Jen-yes, David-yes, Patrice-yes, & Bill-yes. Motion carried.

Respectfully Submitted by,

Annette S. Lacko, Secretary/Treasurer