

President John Klem opened the meeting with the Flag salute and roll call at 7pm. The following members were present: Charlie Best, Patty Horn, John Klem, Bob Lamson, Rose Swerdon, Police Chief Thomas Szoke, Mayor Fred Meier, Borough Manager Linda Szoke, Attorney Sean Lodgson and Dean Raudenbush, Fire Chief. Absent were Tim Janosco and Clyde Morrison.

Minutes from the December 2016 were presented for review. A request from Councilwoman Horn to include in the minutes the conversation that took place regarding the Taiser Software Company. A motion was made by Best to approve minutes with that addition, and seconded by Horn, all in favor motion carried.

#### Petitions and Complaints

- One verbal complaint came in about parking by the road next to Power house because cars are in the road and trucks and plows can't get by. The borough will paint lines that will be parallel parking instead of them parking the way they are currently.

Engineers Report – report is on file

#### Attorneys Report

- Police policy and procedures update and prepared a resolution for this. The police committee has to review it and we will put it back on the agenda for next meeting.
- Lease for community Library, it looks like the amendment goes so far across the property already. Since council already approved amending the lease to Susquehanna Street the lease just needs to reflect this and brought back to the borough for next meeting for signature.
- We received notice that EZY Water would like to exercise its right to renew the agreement for 5 years. Attorney will send a letter to confirm we are agreeable to renew the agreement, motion made by Best and seconded by Swerdon that we renew the agreement for five years, all in favor, motion carried.
- Sean brought up a real estate item and it was decided this should be discussed in executive session and then come back into session.

#### Managers' Report

- Adopt Resolution 1 of 2017 to provide fire protection for Penn Lake Park Borough and the White Haven Fire Department, motion made by Swerdon and seconded by Best, roll call vote, Best-yes, Horn-yes, Klem-yes, Lamson-yes, Swerdon-yes, motion carried.
- Adopt Resolution 2 of 2017 to destroy a list of records in the borough offices. All records confirm to the State Municipal Records guidelines. Motion by Horn and seconded by Best, roll call vote: Best-yes, Horn-yes, Klem-yes, Lamson-yes, Swerdon-yes, motion carried. Thank you to Swerdon and Horn for helping with this filling project.
- Letter of Resignation received from Mr. Clyde Morrison to council. Attorney explained how the borough code addresses how to handle the vacancy. Once you accept the resignation you have

30 days from the time that you accept it. This person would fill this seat for one year until it is filled by election. We have 45 days to accept the resignation and then 30 days to replace the council person to fill the term.

- Letter from Mary Swerdon to pursue Veteran Flags to be hung around the borough. Janosco connected her with people from the VFW to research this a bit further. The borough would have costs to get them hung and installed but the flags would be purchased by the family members of the veteran.
- Request to have Paula Oross, volunteer to help shredded the records that have been approved to be shredded. Council was fine with Paula helping destroy the records.
- Can we get some assistance with the public works department with Clyde's resignation? Someone needs to help with making sure we have snow plowing and salted of the roads, equipment care that has to be watched, the pending of purchasing a truck. Scheduling work to be done etc. Charlie Best and Rose Swerdon will help with this area until a new person joins council. The Mayor also will help and advice Linda with things he sees as well.

Tax Collector – reports on file collection will be Wednesdays in 2017 also in report is a list of delinquent taxes that have been turned into the county.

Code/Zoning Officer – reports on file

Fire Chief – report on file and officers have been elected for 2017, 137 calls for the year. Working on a mobile data until in fire truck. Hoagie sales for Super bowl happening again this month.

White Haven Ambulance – report on file 55 calls for the month, also elected officers for 2017

Mayor/Police Chief - Chief spoke about interviews for officers. Also, the title for Office O'Brien is Sergeant we did not have another rank listed in our police policies. Sergeant O'Brien sat in on the interviews and Lamson commented he was an asset to be there. Chief Szoke also thanked O'Brien for his assistance during his time off and stepping up to cover the department. The Mayor didn't have anything further for police but he did ask if there are any plans for the fire house and the windows. The building should be looked at with Building and grounds and see what really needs to be done.

The building and grounds committee will meet with Dean and go thru the fire house and see what needs to be done and report back to Council.

Lamson reported on Planning, there was a list of comments received from Mr. Gallagher from Luzerne County. The findings were sent to Reilly's Engineering and to Mr. Gallagher. Reilly's, Don Totino will be speaking with Mr. Gallagher about this item. Lamson will follow up with Mr. Gallagher to go to closing for property.

Tom reported that there was a parade meeting. The next meeting will be March 1<sup>st</sup> there will not be one for February. The parade is coming together, they have confirmation of Uncle Sam walking around on Slits and some other fun things planned.

Water Committee – report on file.

Council acknowledge Boy Scout, Daniel Demit, in audience working on his citizen's badge.

Council adjourned to an executive session for Real Estate and employee matters. Council reconvened from the executive session and called back to order by President Klem. Borough Attorney Dodgson explained that the borough was still in negotiations for a piece of real estate and asked for a motion to have council allow President John Klem to sign any documents necessary in any agreements that are negotiated. A motion by Lamson and seconded by Horn to Allow President John Klem to sign documents, roll call vote, Best-yes, Horn-yes, Klem-yes, Lamson-yes, Swerdon-yes, motion carried.

Bills were presented for payment, motion by Best and seconded by Swerdon to pay the presented bills, all in favor, motion carried.

Lamson asked about the report from the tax collector for the uncollected taxes, it's almost \$10,000.00. Linda explained that the unpaid taxes are turned over to Northeast Revenue to start the collection process with the property owners.

Horn asked about the home town hero banners and if there was anything at this time left to do with them. Linda advised that PPL will need to be contacted to see if we would be allowed to use their poles for hanging the banners.

With no further business before council a motion was made by Best and seconded by Lamson to adjourn the meeting at 8:20pm.

Respectfully Submitted,

Linda Szoke  
Borough Secretary