

President Klem called the meeting to order at 7pm, the following members were present: Charlie Best, Tim Janosco, Patty Horn, John Klem, Bob Lamson, and Rose Swerdon. Also, present Mayor Fred Meier's, Police Chief Thomas Szoke, Borough Manager Linda Szoke, Public Works supervisor, Dave Dornheim and Attorney Sean Lodgson

President John Klem then opened the floor for nominations to fill the vacant seat on council. A motion was made by Tim Janosco to place Zane Writer in the seat to finish out what is left of the 2017 term, this motion was seconded by Bob Lamson, all in favor, motion carried.

Mayor Fred Meier than swore in Zane Writer to the position of Councilman with the White Haven Borough Council.

Minutes from the February 27 meeting and March 9, 2017 meeting be accepted, Motion made by Best and seconded by Janosco to approve the minutes as permitted. All in favor, motion carried.

#### Petitions & Complaints

- Written request by Mr. Kearns to put a special military vehicle for the Memorial Day Parade. After discussion council felt that this item is under the Parade committee and is a mechanical float and he would just need to go thru the committee.
- Greater Area of White Haven Chamber is requesting the closing of the street for their event in August. At this time is unsure how much of the street they need closed. Council asked for clarification and they will consider the request at the April meeting.

#### Engineer Report - report is on file

- Engineer has spoken with DEP and is recommending that we send a letter regarding our concerns with Deep Woods drawing of spring water near our wells. Council would like the engineer and attorney to get together and draft a letter of concern to both the river basin and Dennison Township.

#### Attorney's Report

- Request to advertise the RFPs for engineering with the community block grant for Susquehanna Street and Elmira Street. This is to mill and repave the roads to Penn Dots specifications. Bids to be open at our April 24<sup>th</sup> meeting. Motion to proceed with RFP's by Swerdon and seconded by Horn, all in favor, motion carried.
- Linda gave the attorneys all the cell tower leases to go thru them and see what was current and what needed to be updated. All the files were reviewed. Each lease will be scanned for electronic storage and a copy of the electronic copies at the attorney's offices as well. After discussion with each of the agreements council recommends that Attorney Lodgson goes thru each of the leases and updates them to the boroughs name and their current ownership names. Also confirm that they are recorded deeds as well with the county. The AT&T lease that should have given us an increase for 2016, so the attorney will follow up on the missing funds from that

lease as well. 4 leases in total, 3 that generate income and 1 that will be coming up in renewal. Sean will continue to work on the leases and update council as he updates them.

- Fencing in zoning districts from our last meeting was reviewed. Since we have fencing with barbed wire already in several zoning districts. After discussion about what would work best. A zoning amendment will be considered to allow barbed wire fence or similar in a zoning district of I1 and I2, this will require a definition to zoning and those that are already existing document them as non-conforming uses. A motion was made by Janosco and seconded to Swerdon to draft an ordinance change to fencing to allow barbed fencing in I1 and I2 along with definitions and have a list of properties that are outside that district and have non-conforming use until property sells or use changes. All in favor, motion carried.
- Library lease amendment is with the Library and should be returned to the borough shortly.

#### Manager's Report

- Shared with council a code enforcement complaint that came in from a tenant. This is a single rental unit. Our ordinance states that we don't inspect the single-family units. It seems to be coming up more and more often. Would council consider amending ordinance to include single rental units that are not owner occupied also be required to have inspections done to the units. A motion was made by Lamson and seconded by Horn to amend the landlord tenant ordinance to include single units that are not owner occupied to be inspected as well and advertise the changes.
- Letter from Boy Scouts for Mark Schneider who has achieved rank as Eagle Scout and they are inviting Council to celebrate the achievement with him. Patty Horn and John Klem will attend.

Fire Chief – reports on file

Ambulance – Report on file

#### Mayor/Police Chief Reports

Mayor had nothing at this time. Chief reported that after speaking with Linda and Patty about full time employees having physicals as part of their yearly job descriptions. He will have his full-time officers participate. Attending some good trainings with the National coalition for exploited Children. The pin wheels are out for the month of April in recognition of abused children in the county and officers will be present at the event at the court house for this program later this week.

Public Works – Dave and crew thank you for cleaning up from snow storm Stella! Every department also was great police, fire and ambulance. There wasn't a single accident in town.

- The sickle bar is in for the bob cat, we tried it out and it works great. We should be able to do power house road with in a couple of days compared to weeks by hand.
- Reviewed the work completed the last couple of weeks and what work he will plan on doing next month. Would like to consider getting chains for the bob cat for next year's snow season.
- Would like council to consider hiring Joe Wychok as a full-time laborer for the department. After some discussion, a motion was made for Linda and Charlie to negotiate a salary to hire full time at a range not to exceed \$14 per hour with benefits to start at the end of the six-month probationary period, by Janosco and seconded by Best, roll call vote, Best-yes, Janosco-yes,

Horn-yes, Klem-yes, Lamson-yes, Morrison-yes, Swerdon-yes, Writer-yes, all in favor, motion carried.

- Council then discussed job description for Dave Dornheim, a motion was made to promote Dave to Public works supervisor as a Salary employee at the rate of \$17.00 per hour. Roll call vote: Best-yes, Janosco-yes, Horn-yes, Klem-yes, Lamson-yes, Swerdon-yes, Writer-yes. All in favor, motion carried.
- Borough needs to consider revising the employee handbook to include a physical each year of all full-time employees. This is covered under the health care insurance that we provide them and they can submit reimbursement of their copay to the borough. A motion was made by Horn and seconded by Lamson that we amend the handbook with borough attorney to include the physical requirement. All in favor, motion carried.

#### Committee Reports

**Fire/Police** – nothing further tonight

Finance – we are doing ok right now

**Recreation** – no meeting but Easter Egg Hunt will be put on with assistance of Police Dept.

**Building and Grounds** – received pricing for the windows on the fire house. After some discussion, it's not clear if we are looking at the same quotes. Need to go back and ask if all contractors are going to remove the windows to the brick and putting new frames in since so much is rotted. A motion to allow those who provided prices to correct their quotes to include the removal of window frames and then award to the lowest bidder of the three was made by Janosco and seconded by Best, roll call vote, Best-yes, Janosco-yes, Horn-yes, Klem-yes, Lamson-yes, Swerdon-yes, Writer-yes, all in favor, motion carried.

**Parade meeting** – next meeting April 5, getting everything out to the public and media for the parade.

The monthly bills were presented for payment, with no questions, a motion was made by Best and seconded by Horn to approve the bills, all in favor, motion carried.

A motion to adjourn our meeting at 9:05pm was made by Best and seconded by Horn, all in favor, motion carried.

Sincerely,

Linda Szoke  
Secretary