

Rockwood Borough Council
July 18, 2017

The meeting of the Rockwood Borough Council was held on July 18, 2017 at 7:00 pm. Members present were Jean Atchison, Amy Jo Stout and Sarah Sleasman. Also present was Secretary Jill Shultz, Maintenance Supervisor Carl Jones, Mayor Betsy Conn and Solicitor Ben Carroll. Todd Berkey was absent.

The motion was made by Sarah Sleasman to approve the June 20, 2017 meeting minutes and the June 27, 2017 special meeting minutes as presented with no corrections. Jean Atchison seconded the motion and the motion carried.

Amy Jo Stout read one letter of interest from Nancy Sleasman for the open position on Council. At 7:08, Amy Jo Stout temporarily relinquished the chair over to President Pro Tem Sarah Sleasman. The motion was made by Jean Atchison to appoint Nancy to the open seat on Council. Amy Jo Stout seconded the motion and the motion carried. Sarah Sleasman abstained. Mayor Betsy Conn then swore Nancy Sleasman in and she took a seat at the table with Council. Sarah Sleasman then turned the meeting back over to Amy Jo Stout at 7:10.

Public/Visitor Comments:

Connie Jerich was present to go over the Borough's insurance policy and to answer any questions that Council might have for her. Amy Jo Stout also thanked her for the donation from the company for the fidget spinners that Jerich Insurance donated for light up night.

Old Business:

- A. Kevin Yoder with Appalachian Engineering Group was present. There was an issue with the grant application for the conduit repairs. When Kevin had his original conversation with DCED, their comment to Kevin was that there was no change in the grant application process other than the fact that maintenance projects are now included as part of the grant application. Kevin has done grant applications for the past five years and they have always been due by June 30th. DCED moved the date back to May 30th. Therefore, we did not submit the grant application on time this year. FEMA won't allow DCED to extend the deadline. We can reapply for the grant in 2018.

Kevin and Carl took a look at liquid chlorine situation at the sewer plant. Kevin estimates that the Borough can put in a liquid system at a cost of approximately \$10,000. The benefit of changing from gas to liquid would be for safety reasons. Carl and Kevin are going to work on a final design and costs for next month's Council meeting. According to Kevin, the Borough will have three months of permitting.

In regards to the flow meters, Kevin is still having issues with the company. Originally, if we bought the cable, they were going to give us the software, apparently the company will not do that now. Kevin is still in negotiations on how to get this issue resolved.

Kevin started to take a look at the long term plan for the water tank. Kevin needs to get some information from Carl regarding the pressure he is currently running down on Main Street so he can get an idea of placement for where we can put it, elevation and identify a couple of places that would be a good location system wise. Once we find a location that fits the Borough's needs, then we can put some cost estimates together and go from there. Kevin still needs to take a look at what we can do with the bottom piece of the tank and will get us cost estimates until next month.

In regards to the floodplain accreditation, Kevin said that a letter was sent out and we should have had it by now. He will make a call tomorrow and follow up on it.

- B. Mayor Betsy Conn reviewed the police report for the month of June.
- 1) Amy Jo Stout went down to Conemaugh Township yesterday and did the paper work to have the donated cruiser transferred over to the Rockwood Borough and John picked up the cruiser today. The only thing the car needs to get it on the road is the radio. Betsy had a quote of \$5913 plus a 25% discount making the total cost \$4654.75 including installation. In order to keep the current cruiser that was damaged in the flooding, what is involved with the salvage title is, if we want to use this vehicle, we have to have an enhanced inspection, which not just anybody does that. Council tabled a decision until later in the meeting to wait to see if Council Member Todd Berkey would arrive before making a decision. Later in the meeting, the motion was made by Jean Atchison to purchase the radio. Sarah Sleasman seconded the motion and the motion carried.

2) John has not started on code enforcement yet.

C. Carl submitted his maintenance report Council to review.

1) Carl still did not get a chance to put a list together of projects needing done.

2) The muffin monster at the Bridge Street pump station was discussed. The cost is \$9625 to replace with a rebuild and it comes with a one year warranty. The price for a new one is \$19,000 with a three year warranty. The motion was made by Jean Atchison to purchase a rebuilt one. Sarah Sleasman seconded the motion and the motion carried.

3) Carl had a cost of \$1275 from Zambo's for removal and cleanup and \$1700 from Paul Bunyan for the tree removal and cleanup in the alley near Rusty Stewart's property at 520 Broadway. If we just wanted removal, the price would be \$525 from Zambo's.

Regarding the Oak tree at the Grove, Carl had a price of \$250 to drop tree and cut up without cleanup and an additional \$700 with cleanup from Zambo's.

Carl has not been able to meet with Windy Ridge Tree Care. Nancy Sleasman is going to try to get a hold of Windy Ridge to get an additional quote for both trees. The motion was made by Jean Atchison for someone to meet with Windy Ridge to get a quote from them. If the quote is less than Zambo's we will go with Windy Ridge for both trees. If it isn't, we will go with Zambo's. Sarah Sleasman seconded the motion and the motion carried.

4) Carl cemented broken line at the site of the future Park. He did not test it to see if it was a sewer line or storm water first. Carl will unplug it and test it to see what type of line it actually is.

5) It was discussed about the possibility of putting a back flow valve on the line at the Borough building. Kevin Yoder's opinion is that it wouldn't hurt but he doesn't think it would have stopped the problem with the basement flooding. Kevin suggest we wait until we decide what we are going to do downstairs.

6) There was some discussion on the basement flooding and ideas of what the Borough could do to prevent further flooding such as building a wall outside by the area where the garage doors used to be, frame the wall inside with concrete, also where the garage doors were, along with moving the doorway. Kevin is going to put a sketch together with suggestions and have something for us within the next two weeks.

7) Carl has not had a chance to meet with Rusty Stewart regarding the catch basin in front of his house. Carl is to have a proposal on how to fix the issue for August's meeting.

8) Christmas lights were checked and there is nothing wrong with them other than needing cleaned up.

9) The painting of the trim needs finished yet on the flood control building.

10) The ladies restroom at the grove is leaking. Carl did a temporary fix for now. Sarah Sleasman will try get estimates to replace the roof with steel.

D. Carroll Law had nothing further to discuss.

E. Jill is going to try to get ahold of the insurance adjuster to see where we stand with the claim for basement repairs to see if we are allowed to proceed with the reconstruction.

Council adjourned into an executive session at 9:35 to for personnel reasons. Council resumed the regular council meeting at 10:12 with no formal action taken.

New Business:

A. The motion was made by Nancy Sleasman to amend the employee's handbook to add the language, employees must clock out for lunch and all employees must take their lunch beginning between 11:00 am to 2:00 pm. Jean Atchison seconded the motion and the motion carried.

The motion was made by Jean Atchison to amend the employee's handbook to add the language, no employees will clock in or out for another employee or ask another employee to clock that employee in or out. Doing so will be grounds for immediate termination. Sarah Sleasman seconded the motion and the motion carried.

B. Council discussed the police cruiser that was damaged in the flooding back on May 28th, 2017. The motion was made by Sarah Sleasman to direct Jill Shultz to contact the insurance company to make arrangements to dispose of the vehicle as opposed to pursuing a salvage title. Nancy Sleasman seconded the motion and the motion carried.

C. The committees were restructured as follows:

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| Water/Sewer..... | Jean Atchison & Nancy Sleasman |
| Finance..... | Jean Atchison & Nancy Sleasman |
| Police..... | Amy Jo Stout & Sarah Sleasman |
| Streets/Alleys..... | Amy Jo Stout & Sarah Sleasman |
| Property/Flood..... | Jean Atchison & Nancy Sleasman |
| Personnel..... | Sarah Sleasman & Nancy Sleasman |
| Community Development..... | Amy Jo Stout & Sarah Sleasman |

D. Council set up the first budget meeting for Tuesday, August 8th at 6:30 pm.

E. Carl put in a request for unpaid leave on an as needed basis to take care of personal issues instead of using his comp time. There was some discussion with the Solicitor regarding this since Carl has a contract with the Borough. Ben stated that if it is temporary, you could do a memorandum of understanding stating that the contract was temporarily amended according to such and such terms. The motion was made by Jean Atchison to permit Carl Jones to take unpaid leave until the next meeting and to be reviewed further at the next meeting. Carl will be paid based upon hours actually worked. Carl will notify the personnel committee and Jill at the beginning of each week of any unpaid days intended to be taken during that week via email. It will remain Carl’s responsibility to respond to emergencies either directly or by arranging for emergency response with someone else. Nancy Sleasman seconded the motion and the motion carried.

Committee Reports:

Water/Sewer: NONE

Finance: The motion was made by Nancy Sleasman to pay the bills. Sarah Sleasman seconded the motion and the motion carried.

Police: NONE

Streets/Alleys: NONE

Property/Flood: NONE

Building Committee: NONE

Personnel: NONE

Community Development: Sarah asked for permission to advertise the next Park Committee meeting being held on June 27th on the Borough’s website along with their Facebook page.

Jean Atchison made the motion to adjourn the meeting. Sarah Sleasman seconded the motion, all were in favor, the motion carried and the July 18, 2017 meeting was adjourned at 11:04 pm.

I, Jill Shultz, attest that the above public record is true and correct to the best of my knowledge.

Jill Shultz, Secretary

Date