

Rockwood Borough Council
July 17, 2018

The meeting of the Rockwood Borough Council was held on July 17, 2018 at 7:00 pm. Members present were Amy Jo Stout, Larry Mazer, Sarah Sleasman and Nancy Sleasman. Also present was Secretary Jill Shultz, Mayor Melissa Cramer, Solicitor Bill Carroll and Maintenance Supervisor Carl Jones. Dennis Weimer was absent.

The motion was made by Larry Mazer to approve the May 25, 2018 special meeting minutes as presented with no corrections. Nancy Sleasman seconded the motion and the motion carried.

The motion was made by Larry Mazer to approve the June 19, 2018 meeting minutes as presented with no corrections. Nancy Sleasman seconded the motion and the motion carried.

Visitor Comments:

Old Business:

- A. Kevin Yoder with Appalachian Engineering Group reviewed his items:
- 1) Kevin did submit the additional information as requested by DEP for the application for the liquid chlorine switch over. It should be going to tech support to review sometime in July and we should hear something on the permit application sometime in August. The Borough is down to an approximate 90 day supply of gas. Larry Mazer asked if there was any way to expedite the application so we can get the liquid chlorine operational before we run out. Kevin will give DEP a call to see what he can do to move that along.
 - 2) The grant application for the long term plan for the water tank was submitted to DCED and we should hear something in either July or August. There is no real time frame other than an approximate time period which is what DCED has been telling people.
 - 3) The FEMA Grant application for the conduit replacement at Market Street has also been submitted. We should hear something on that sometime in October or November.
 - 4) Kevin sent the flowmeter back to Advanced Instruments to get calibrated. It should be back in approximately two weeks. The software that was ordered was the wrong software. Kevin sent it back and the correct one should be here this week.
 - 5) In regards to the Amfire drain/overflow, Larry Mazer is going to research to see if he can find out who owns the property and see if we can acquire an acre or two.
- B. Mayor Melissa Cramer reviewed the police report for June.
- 1) Officer Loiodici is continuing to work on code enforcement. Council asked if he could give them a number of code of enforcements he is working on. They don't necessarily need to know who they are.
 - 2) A lot of the abandoned & blighted properties have been cleaned up. John is going to go back over them and see if we need to go any further.
 - 3) The changes to the traffic & parking regulations ordinance is going to take John awhile to complete because he has a lot of detail to it.
 - 4) The police cruiser was taken for an estimate. It is going to cost at least \$3000 to repair. According to Bob Lee, he stated that it is starting to be a money pit and he wouldn't sink any more money into it. It has 187,000 miles on it which does not include the idling miles. Officer Loiodici stated that if you included the idling miles, it would probably total over 300,000 miles. One hour idling miles is equal to 30 driven miles. The Police committee, along with Officer Loiodici, needs to start researching for a cost factor for a replacement and come back with a recommendation by the August meeting. Kevin Yoder stated that Meyersdale Borough received a grant for a cruiser. He will get the details to Jill to pass onto Police Committee.
- C. Carl submitted his maintenance report for Council to review.
- 1) Carl estimates that it is going to cost around \$1500 to address the drainage issue on Market Street Extension. This is to install a six inch drain line from the driveway to the catch basin on the corner. Jill will split the costs between the highway, flood control and general accounts.
 - 2) Maintenance installed markers and ribbon around the catch basin at the corner of Market Street and Grandview until a new one can be installed. Carl said they can tear it out and put a new basin in. He will have to try to figure out a way to put a riser on it. He will see if they can make a form and riser for it at Eagle Concrete.
 - 3) Carl is going to get PA Rural Water to help locate the water line down at Clappers.
 - 4) Carl is going to have something before August's meeting in regards to the repairs of the parking area at the post office.

- D. Solicitor Bill Carroll reviewed their items:
- 1) Bill stated that they have not heard anything back from Milford Township Authority or their Attorney in regards to Milford Township Authority dealing with the I & I issues.
 - 2) There was discussion regarding an agreement that Carroll Law received from Calvin Hoover's attorney Christopher Robin trying to resolve a problem stating that you should always have written agreements if you are going to have water/sewer lines put in across other people's properties. Bill responded back to him to let him know that Rockwood Borough Municipal Authority needs added to the agreement/easement as well. Bill asked Attorney Robin to revise the agreement to include them and he has not heard anything back yet. If Attorney Robin would revise the agreement the way Solicitor Carroll asked him, Bill recommends that the Borough and the Municipal Authority also agree to sign the agreement.
- E. Sarah Sleasman and Denny Weimer still need to take their NIMS training.
- F. Amy Jo updated council on the community service hours. They have been busy weed eating, painting lines and cleaned up at 437 Main Street.

New Business:

- A. The return check policy was discussed. The current policy is that the banks charges the Borough a \$12 fee and Jill in return charges \$50 to the customer. She then sends a letter to the customer for notification of the returned check for the amount of the check plus the \$50. That letter does not state no specific term or time frame that it has to be paid other than it states in the letter that it needs to be paid ASAP. Larry Mazer suggested that we change the letter to state you have 10 days to make the check good and the letter be mailed out both certified and regular mail; and charges for certified and regular postage be paid by the customer. If customer does not make good on the check within the 10 day time frame, then the police officer can file a complaint through the police office as a police officer filed complaint that doesn't need to go through the district attorney for approval. Larry Mazer made the motion that henceforward on a bad check collection policy shall be that upon receipt of a bad check, the Borough Secretary shall send a letter by regular mail and certified mail giving those customers ten days to make the check good. If they fail to make the check good within ten days, it shall be turned over to the Borough Police Officer for appropriate prosecution. Sarah Sleasman seconded the motion and the motion carried. If the return check results a ninety day delinquent bill, the customer will receive a shut off notice in addition to the return check letter. That customer will then have to pay by cash, cashier's check or treasurer's check.
- B. The motion was made by Sarah Sleasman to adopt the new job description for "Public Works water/sewer maintenance laborer". Larry Mazer seconded the motion and the motion carried. The motion was then made by Larry Mazer advertise for a public works water/sewer maintenance laborer. Nancy Sleasman seconded the motion and the motion carried.

Council adjourned into an executive session at 9:00 for possible litigation. Council resumed the regular council meeting at 9:10.

- C. The motion was made by Nancy Sleasman to direct Jill to contact Connie Jerich with Jerich Insurance, the Borough's insurance carrier, to report an injury that happened at the Community Grove on July 14th. Larry Mazer seconded the motion and the motion carried.

Public Comments: NONE

Committee Reports:

Water/Sewer/Flood: NONE

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

Police: NONE

Streets/Alleys/Property: NONE

Building Committee: NONE

Personnel: NONE

Community Development: NONE

Sarah Sleasman made the motion to adjourn the meeting. Nancy Sleasman seconded the motion, all were in favor, the motion carried and the July 17, 2018 meeting was adjourned at 9:12 pm.

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

Jill Shultz, Secretary

Date