

Rockwood Borough Council
May 21, 2019

The meeting of the Rockwood Borough Council was held on May 21, 2019 at 7:00 pm. Members present were Amy Jo Stout, Nancy Sleasman, Larry Mazer and Dennis Weimer. Also present was Secretary Jill Shultz, Maintenance Supervisor Carl Jones, Solicitor Ben Carroll and Mayor Melissa Cramer. Sarah Sleasman joined the meeting via Skype at 7:07 pm.

The motion was made by Nancy Sleasman to approve the April 16, 2019 meeting minutes as presented with no corrections. Larry Mazer seconded the motion and the motion carried

Visitor Comments:

Laurie Wahl with Knepper Insurance was present to explain to Council about the POP Plan (Premium Only Plan) which allows a portion of the premium that the employees are paying to be deducted from their paychecks at pretax dollars. It costs about \$250-\$300 to have one done. The Plan is a part of the IRS Section 125 Code. They have a company that acts as a third party administrator that will do that for us. She also discussed a Summary Plan Document, which typically needs to be in place to ERISA (Employment Retirement Income Security Act). Since we are a government entity, we are not required by law to have a Summary Plan Document. It is still very smart to have one because it is legalese around how do you administer your plan. The cost would be \$600, which the POP Plan cost is built into that cost. The renewal would be \$300. If the Borough is not making a ton of changes and we are not required by law to have a Summary Plan Document, Laurie said that we could let ours sit there for a few years. If we decide not to go this route, then Council needs to figure out in our policy and procedure manual what our guidelines are for coverage. The motion was made by Larry Mazer to contract with Knepper Insurance to prepare a Summary Plan Document, which includes the POP Plan, as recommended and discussed, effective June 1, 2019. Denny Weimer seconded the motion and the motion carried.

Dan Brant with the Park Committee, along with Dan Tims from Tim's Trucking who will be hauling the dirt out and Ron Schmuck from Heritage Coal who will be doing the excavating, discussed Phase I of the Park. Dan had Heritage Coal's certificate of insurance and Tim's Trucking will fax their certificate to Jill tomorrow. Phase I will consist of a light grade job of the property. After they get it all graded off, they are going to put top soil back, put straw down and replant grass seed. They will also install a safety fence above the property so nobody falls. They are anticipating doing the work the first weekend in June.

Old Business:

A. Kevin Yoder with Appalachian Engineering Group reviewed his items:

- 1) The permit for the liquid chlorine switchover has been sent to Pittsburgh for issuance. Last week DEP requested Kevin resubmit another check since the other check has been outdated. Kevin did that and once DEP gets that check, the permit will be processed and issued. Kevin anticipates that it will be issued by the end of June.
- 2) The NPDES permit renewal should be issued at the end of June when it expires.
- 3) Kevin spoke with Sam Outten regarding the AMFIRE drain issue. Mr. Outten has no issue with the Borough doing work on their property. Once we decide exactly what we want to do, they will come up with some type of agreement whether it would be a lease or an outright purchase. At this point, they are preferring a lease rather than a purchase. They prefer to control the property. They will ask for a Hold Harmless Agreement so all of the responsibility is on the Borough. Kevin recommended we start putting a cost estimate together and see what kind of funding would be available, whether it would be through the Commissioners since it is a Community problem or through a Flood Mitigation Grant. The motion was made by Larry Mazer to approve Kevin to start working up an estimate with engineering costs not to exceed \$1500. Nancy Sleasman seconded the motion and the motion carried. Kevin will present the estimate at June's meeting.
- 4) Kevin did not have a chance to take a look at the flow meter. Kevin will reimburse us the \$1000 for the flow meter over the next couple of invoices. It has not worked the way he has expected it to. We are still free to use it until we decide what we want to do in regards to a possible permanent meter.

- 5) The drilling was done on May 17th for the conduit replacement grant. They drilled to a depth of 26 ½ feet with no problem getting down through. The first 12 feet was backfill material with a mix of different types of top soil and clay. Once they got down further, they got into a more clay material still mixed with topsoil. They didn't hit clay until 22 feet, which would be below the conduit. They think it can be easily excavated and backfilled with the excavated backfill material. We would have no high costs of importing fill. The cost estimate to do the project is \$71,109. The Borough would have a 15% match or a cost of \$10,667 and the grant portion would be \$60,442. The motion was made by Denny Weimer to adopt the Authorized Official Resolution for the funding. Nancy Sleasman seconded the motion and the motion carried.
 - 6) Last year we submitted a grant through the DCED for water system upgrades. That is on hold for 2019 because of funding in Harrisburg. If funding becomes available, they may award projects based on 2018 applications. They may actually release some money for grants for 2019 but based on the applications for 2018. There is still a possibility that we could actually get funding from our 2018 application but it is unlikely because they don't think Harrisburg will release the money due to budgetary shortfalls. It is Kevin's understanding that the program is going to start back up in 2020.
 - 7) Council needs to decide what project they want to do in regards to the Street Scape Grant.
- B.** Council reviewed the police report for April.
- 1) They are starting to follow up on code and ordinance enforcement.
 - 2) There was discussion on the BPV grant for their body armor. Officer Loiodici stated that the grant pays for half of it and the Borough is responsible for the other half. The motion was made by Denny Weimer to purchase the body armor at a cost of \$2400 upfront as presented with the Borough then being reimbursed \$899. Larry Mazer seconded the motion and the motion carried.
 - 3) Officer Loiodici has the new policy done and he will put it on a thumb drive for Council.
 - 4) Larry discussed the meeting he had with the PA Municipal Code Alliance regarding the blighted properties in town. Officer Loiodici gave a list of five different properties that were safety issues. John stated that he is not comfortable with determining whether the property has code violations. The problem that the police department has is that they don't have the code as far as the building violations to say that it is up to code. They need the building code officials to put their stamp of approval on so that the police department is good to go. That way we are covered and the police department is covered. Engineer Kevin Yoder offered his assistance from an engineer's standpoint. John doesn't have a problem with enforcing the dangerous structures, they just don't have the proper certifications for building code. After much discussion, Officer Loiodici will pick two properties to get started and work with Kevin to identify the dangerous structures. We will then send letters to them to see what happens before we get PA Municipal Code Alliance involved.
- C.** Carl presented his maintenance report for Council to review.
- 1) Denny Weimer stated that he received several compliments on how well the town cleanup went and how well the guys did cleaning up as they picked up debris.
 - 2) The permanent meter for MAMCO was previously approved at a cost of \$5000. The actual cost would be approximately \$6000. The motion was made by Larry Mazer for the additional cost for the meter. Denny Weimer seconded the motion and the motion carried.
- D.** Solicitor Ben Carroll discussed his items:
- 1) He has not done anything yet in regards to Capital Tax's audit. He will double check with Amanda at Beer, Ream & Co. first to see if they received anything from Capital Tax before proceeding.
 - 2) Ben did not write a letter yet to the Milford Township Authority regarding their I & I. We have not been able to get the data off of the flow meter to see how much I & I has been going through the system.
- E.** Amy Jo Stout has not had a chance to do the job description for the janitor yet.
- F.** George & Bob's are going to start working on the computer system on Wednesday, May 29th. They will start with the server and will be able to do some of the work remotely.
- G.** Street sweeping was done throughout the Borough today. Denny Weimer is going to call and get us on the schedule for the last week in April next year.
- H.** In regards to the community service hours, they are going to start working on weed eating and also finish painting the lines for parking.

New Business:

- A.** The motion was made by Nancy Sleasman to retain David Hartman and Christopher Sipe as full time employees effective May 18th with a rate increase to \$12.50 per hour. Larry Mazer seconded the motion and the motion carried.
- B.** Officer Barry Barron's probation is up June 8th. Council will discuss his probation at Police Committee meeting on June 8th.

- C. The motion was made by Denny Weimer to purchase a truck from Atchison Electric at a cost of \$3700 plus the cost of the title transfer. Larry Mazer seconded the motion and the motion carried.
- D. Jill is waiting on a call back from Rockwood Elementary Principal Jonathan Hale regarding the rubber mulch on the playground to see what the cost would be for the Borough to purchasing it.

Veteran's Memorial & Community Park:

- A. The update on the park developments were discussed earlier in the meeting.
 - 1) Amy Jo Stout discussed the DCED Greenways Park and Recreation grant that they wrote. They are applying for it under the Rockwood Borough and need Council's approval to list the Rockwood Borough and also supply them with a copy of the Borough's 2018 audit as part of the grant application. The motion was made by Denny Weimer to allow the park committee to apply for the DCED Greenways Park and Recreation grant and as part of that grant that the Borough's budget information will be submitted as a part of the process. Nancy Sleasman seconded the motion and the motion carried.

Public Comments: NONE

Committee Reports:

Water/Sewer/Flood: Nancy Sleasman asked for verification as to who is responsible, the homeowner or the Borough, for replacing sewer caps that are broken. Carl stated that it is the homeowner's responsibility. Jill will draft a letter to the homeowners letting them know it is their responsibility.

Nancy also addressed an issue with a resident on Main Street whose meter has consecutively read no usage for years. She will not answer her door and her phone has been disconnected. Solicitor Ben Carroll is going to research the ordinance to see what we can do.

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

Police: NONE

Streets/Alleys/Property: Denny Weimer discussed an issue with Broadway Extension and maintenance not being able to turn around in the truck at the top. There are a couple of trees that could be cut out so we could widen it a little and put no parking signs up to give us enough room to turn around. Ben is going to research Broadway and Broadway Extension to see physically how wide it is and what the Borough's right of way actually is before we do anything.

Building Committee: NONE

Personnel: NONE

Community Development: NONE

Council adjourned into an executive session at 10:15 for personnel reasons. At that time, Jill Shultz and Carl Jones were excused from the meeting. Council resumed regular council meeting at 10:20 pm.

The motion was made by Denny Weimer that Carl Jones must have his hours verification or non-verification of the calculation of hours compensatory time turned in to the Borough by the end of the month after which it accrues or it will be considered an automatic verification. Nancy Sleasman seconded the motion and the motion carried.

Denny Weimer made the motion to adjourn the meeting. Larry Mazer seconded the motion, all were in favor, the motion carried and the May 21, 2019 meeting was adjourned at 10:37 pm.

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

Jill Shultz, Secretary

Date