

Matamoras Borough Council Minutes Meeting of 03 February 2015

The regular meeting of the Matamoras Borough Council was called to order at 1930 hrs., Tuesday, 03 February 2015 by President Sain followed by a salute to the flag.

Roll call was taken. Present were Joe Sain, Dee Losee, David Clark, Pete Sigreto, Kevin Rose, Tom Greiner, Mark Madsen and Mayor Janet Clark. Also present were, Solicitor Eric Hamill, Treasurer Greg Myer, EM Coordinator Jr. Council Marielle Cavallaro, Gary Babb, Assistant Chief Eric Stewart and Secretary/Zoning Officer Bob Fitch., Recreation President Al Holtzer and Fire Chief Tom Long were absent. There were approximately 16 members of the general public present.

The minutes of the 06 January 2015 Regular Meeting, 27 January 2015 Special Meeting were approved on a **motion** by Rose/Sigreto, carried.

Motion was made by Clark/Sigreto to accept the Treasurer's report as presented, carried.

Motion was made by Sigreto/Rose that the bills are accepted and, when approved by the Finance Committee, orders are drawn on the Borough Treasurer for the same, carried.

PUBLIC COMMENT: The following citizens offered comments:

Bruce Selneck, 229 10th Street
John Gelormino, 9 Avenue M
Len Muir, 706 Avenue M

REPORTS

Mayor - Nothing to report still recovering from the flu.

General Government Chair - Nothing to report; items for unfinished business and new business

Road Task Force - Nothing to report

Fire Department Chair – Special thanks from Chief Long to Keith Rodriguez for a quick response on, Saturday, 24 Jan 15, during the storm to lead the Rescue Squad to a home for a medical call.

Streets Chair - Reported on trash collected and other tasks accomplished, full report on file

Matamoras Borough Council Minutes Meeting of 03 February 2015

Finance Committee Chair - Nothing to report

Borough Buildings Chair – Mr. Losee reported on emergency repairs to the furnace in the Borough Hall on Tuesday, 03 Feb 15.

Jr. Council – Gave an overview of recent events at DVSD, full report on file

EPRPD: Assistant Chief Stewart reviewed crime statistics, full report on file.

Fire Chief Gary Babb First Assistant Chief reviewed 2014 statistics and January 2015 statistics, full report on file.

Emergency Management – Nothing to report

Recreation Advisory Board: The board will hold an open house on 18 January 2015 fo

CORRESPONDENCE - The President reviewed the following:

Kenneth Koester – Municipal Authority Hold Harmless Agreement
Mark Madsen – Resume and Interest in Council Position
DCNR – 2015 Grant Announcements
PA Dept. of Health – Annual Update on Splash Pad License
Matamoras Municipal Authority – Update on Hydrant at 2nd & Ave. B
Storb Environmental – Report on Pocono Oil Fuel Tank
Municipal Authority Minutes
EPRPD Annual Report
Orange & Rockland – Re: Street-opening projects for 2015
Planning Commission – Changes to Fees
Pike County Conservation District – Dirt, Gravel, Low Vol. Rd Mnt.

UNFINISHED BUSINESS:

1. **Motion** by Sigreto/Clark to direct the DPW employees to be vaccinated for the hepatitis C virus and the Borough to reimburse any unpaid costs associated with the vaccination. Passed
2. **Motion** by Losee/Rose to change to the Borough office phone system to Vonage VOIP. Passed Potential savings to the Borough \$1800 annually.

Matamoras Borough Council Minutes
Meeting of 03 February 2015

NEW BUSINESS:

1. **Motion** by Rose/Losee to authorize the Secretary to close the Borough's post office box and have mail delivered to the Borough Office Monday through Friday, Passed Potential Savings to Borough \$120 annually.
2. **Motion** by Sigreto/Rose to form an Ad Hoc Committee to investigate establishing a fee schedule for the Borough Hall to recover cleaning and utility costs. Passed Losee dissenting. Masseurs Rose and Sigreto volunteered to be on the committee.
3. **Motion** by Rose/Sigreto to authorize the Secretary to advertise a resolution to changes the fees for building permits to include a 20% surcharge to the Borough to cover administration cost and to charge \$25.00 for Certificates of Occupancy. Passed
4. **Motion** by Losee/Sigreto to authorize the Secretary to change the Borough's web hosting to Pro Hosting and create email accounts for all Borough officials and employees. Passed
5. **Motion** by Sigreto/Rose to hire Media Solstice to design a new web site for the Borough at a cost of \$2,500. Passed
6. **Motion** by Sigreto/Rose to hire All in Recreation to operate a summer recreation program at the park for a cost of \$10,400. Passed
7. **Motion** by Sigreto/Rose to rent a new Canon iR2525 copier from Freedom Business Machines for a 24-month period at \$121.00/month including all consumables (except paper) and maintenance. Passed Expense offset by saving of cancelling fax line (\$45/month)
8. **Motion** by Sigreto/Losee to permit the Matamoras Fire Department to hold a 5K race on 03 Oct 15 with all required paper work submitted.
9. **Motion** by Losee/Rose to authorize the Secretary to purchase a new commercial vacuum to use in the Borough office and Borough Hall with the expenditure not to exceed \$400.00
10. **Motion** by Sigreto/Rose to advertise for proposals to operate the refreshment stand at Airport Park. Passed Losee dissenting RPF release conditional on stand meeting all applicable state health department and fire code regulations.

Matamoras Borough Council Minutes
Meeting of 03 February 2015

11. **Motion** by Rose/Sigreto to authorize Mr. Sain to apply for a grant from PA DCNR to improve handicapped accessibility at Airport Park. Passed
12. **Motion** by Rose/Sigreto to close the PO Boxes for Recreation and Veteran's Memorial Park. Passed
13. **Motion** by Rose/Sigreto to direct the Borough Secretary to contact Orange and Rockland to determine if we cut off power to certain areas of Airport Park during the winter months if there would be a charge to disconnect and the to reconnect. Passed
14. **Motion** by Losee/Rose to authorize the Recreation Advisory Board to create a Facebook page with the Borough Secretary and Recreation Advisory Board Secretary to Administrator privileges. Passed.
15. President Sain sent a draft for a new Personnel Handbook to General Government for review and comment.
16. Mr. Rose talked about painting the bridge over the Delaware and placing welcome signs at both ends. This would be a joint project with Port Jervis. Kelly Decker is look for funding sources.
17. Mr. Rose expressed a concern over a lack of Borough ordinances concerning the height of snow piles at intersections. He will bring the matter to the Planning Commission.

There being no further business to conduct:

Motion was made by Sigreto/Rose to adjourn. There being no dissent, the meeting was adjourned at 2036 hrs.

Respectfully submitted,



Robert J. Fitch
Secretary