



1905

Council

Minutes

07 Jul 2015

Regular Meeting

Matamoras Borough Council Minutes Meeting of 07 Jul 2015

The regular meeting of the Matamoras Borough Council was called to order at 1931 hrs., Tuesday, 07 Jul 2015 by President Sain followed by a salute to the flag. Following the salute to the flag, President Sain asked the council and members of the public to remain standing for a moment of silence in honor of Bob Potenza a former councilman and WWII Veteran. Mr. Clark gave a brief bio of Mr. Potenza and then all in attendance observed a moment of silence.

Roll call was taken. Present were Joe Sain, Dee Losee, Pete Sigreto, Kevin Rose, Mark Madsen, Thomas Greiner, David Clark and Mayor Janet Clark. Also present were, EM Coordinator Gary Babb, Assistant Chief Eric Stewart, Secretary/Zoning Officer Bob Fitch, Treasurer Greg Myer, Jane Drake Tax Collector. Solicitor Eric Hamill was excused. Absent were Al Holtzer, Recreation President and Fire Chief Thomas Long. There were approximately 20 members of the general public present.

Motion to approve the minutes as corrected by Rose/Clark; carried without dissent

Motion was made by Clark/Madsen to accept the Treasurer's report as presented; carried without dissent.

Motion was made by Clark/Madsen 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:

Linda O'Donnell – 400 Avenue K – Thanked Council in advance for approving this year's Crop Walk and then commented on the fact the flags, flag poles and mounting brackets were all purchased with funds from Council members and private citizens, not with Borough funds.

Loretta Buchanan – 207 Avenue L – Remarked she disappointed that only small number of flags where up on Memorial Day; only seven out of 40. The Mayor and Councilman Clark shared with Ms. Buchanan that there were 33 poles and seven holders that suffered damage over the course of last summer's violent weather. They have for the most part been replaced and there are now 34 flags up along Pennsylvania Avenue. Ms. Buchanan continued to make out of order remarks on various topics throughout the remainder of public comment.

James Hall – 106 Avenue N – Commented on the number of people who cut their grass and then blow the clippings into the street, thus blocking

Matamoras Borough Council Minutes
Meeting of 07 Jul 2015

some storm drains. He wanted to know why the Borough was not citing those individuals for this action. Mr. Hall also commented on the number of vehicles in town under tarps, without registrations or without state registrations that are allowed to remain in town. He wanted to know why doesn't the Borough make those people living in Matamoras with out of state tags, get PA tags and why doesn't the Borough cite the owners of "abandoned" vehicles. Mr. Sigreto told Mr. Hall that if he observed someone blowing grass clipping into the street or knew of any unlicensed vehicles under tarps to visit the Borough office and fill out a compliant form for investigation by the Code Enforcement Officer.

Susan Kowalski– 307 Avenue L – Requested information on how to obtain forms so she could file her EIT quarterly and annual returns on her own. The secretary told her the forms were available online at NewPA.com or by contacting Berkheimer at their 800 number. She felt we should have the forms available in the Borough Office.

REPORTS

Mayor – Report on the success of the Port Jervis Fourth of July Fireworks and how nice it was to see Matamoras residents lining the street along Delaware Drive to watch the display. She really felt like small town USA that night.

General Government Chair - Nothing to report

Road Task Force – Route 84 bridge construction is in full swing. No update on the Matamoras to Milford section work.

Fire Department Chair – Nothing to report

Streets Chair – Mr. Clark reported on trash collected and other tasks accomplished. Full report on file

Finance Committee Chair – nothing to report. Budget meetings will be starting soon.

Borough Buildings Chair – Nothing to report; all is well.

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

Fire – No formal report, Assistant Chief Babb reported it had been a busy day with the incident involving the crane that tipped over in the river. He would have a written

Matamoras Borough Council Minutes Meeting of 07 Jul 2015

report for the file sometime this week. The fire department will be having their annual inspection on Friday, 10 Jul 15 at 1900 hrs. and invited the public to attend, there will be refreshments following the inspection. He also noted that the Port Jervis Fireman's Parade would be this coming weekend, Saturday, 11 Jul and invited the public to come and march in the parade along with the fireman. Line up is at 1300 and the parade starts at 1400.

Emergency Management – Gary Babb reported it was fairly quiet; they were working on some up coming projects.

Recreation Advisory Board – Pete Sigreto presented Al Holtzer's report;

Noted that the average daily attendance during the day was 266.

Gave an overview of all the activities taking place

Noted that DVSD donated approximately \$20,000 of playground equipment for the park. Recreation is investigating equipment and how to safely install it. They will have a recommendation concerning the donation at next month's meeting.

Reminded everyone that the concession stand is open daily in the park featuring ice cream, soft drinks, chips and candy for sale. The grill will have an Ansul system installed this week and hopefully we might be able to offer hot foods in the near future.

Revenue Committee: Kevin Rose reported the committee has two ideas to increase revenue in the Borough, first to look for grants to install solar panels in the park and secondly to install parking meters in the park. The majority of cars in the park are from out of the area and revenue from the meters would be helpful for the Borough.

CORRESPONDENCE - on file

UNFINISHED BUSINESS:

1. **Motion** by Losee/Rose to approve an ordinance to install stops signs on Tenth Street at Avenues H & I. Carried without dissent.
2. Pete Sigreto reported on the email he got from Shelly Houk concerning abstaining votes and the requirement for when abstaining that the person provide to the Secretary a written note explaining their conflict and the reason for abstention.

NEW BUSINESS:

1. **Motion** by Greiner/Clark to approve Resolution 2015-03 Authoring Bob Fitch as the liaison between Berkheimer and the Borough for sharing confidential tax information, Carried with Losee dissenting.

Matamoras Borough Council Minutes
Meeting of 07 Jul 2015

2. **Motion** by Clark/Madsen to approve Resolution 2015-04 authorizing and empowering Berkheimer to impose and retain collection fees and delinquent taxes. Mr. Rose asked if the Borough would incur any costs associated with this, no the Borough would not. Carried with Losee dissenting.
3. **Motion** by Rose/Clark to repaint the lines for the helicopter landing zone at the firehouse at a cost of approximately \$75.00 Carried without dissent.
4. **Motion** by Rose/Greiner to authorize the Secretary to advertise for bids for paving in the Borough based on the approved Street Committee list. Bids would be due by no later than 3:00 pm on Friday, 31 Jul and be opened at the August Council Meeting. Carried without dissent.
5. **Motion** by Losee/Clark to approve the Special Events Application for this year's Crop Walk. Carried without dissent.
6. **Motion** by Rose/Losee to approve the Special Events Application for the Pike County Humane Society's Paws for a Cause walk around Matamoras. Carried without dissent.
7. There was a discussion about appointing a new Jr. Councilperson. They should be a high school junior or senior and live in Matamoras. There are applications and job descriptions available in the Borough office.
8. **Motion** by Madsen/Greiner to send State Representative Michael Peifer a thank you letter for the Pennsylvania State Flag and United States Flag he donated for the Borough Hall flagpole. Carried without dissent
9. The thank you letter for the playground equipment was tabled until next meeting so more information and recommendation could come from Recreation.
10. **Motion** by Rose/Sigreto to renew our contract with Knollwood Energy for the sale of solar power recs from the firehouse solar array. Carried without dissent.
11. **Motion** by Rose/Madsen to approve the Heart of Matamoras' Special Events Application for a two vendor fair/community event in the Park pending all necessary signatures. Carried without dissent.
12. **Motion** by Losee/Rose to purchase at the Borough's expense an AED for the Chief's vehicle. During discussion Mr. Sigreto commented that he felt it would be a waste of money. Carried with Sigreto dissenting.

Matamoras Borough Council Minutes
Meeting of 07 Jul 2015

13. Mr. Rose reported on his truck pull. He pulled a total of 140 feet and there were approximately 50 people in attendance.
14. President Sain made the following committee assignments effective at this meeting:

Committees

- a. **Finance** – Clark (C), Sigreto
- b. **Streets & Buildings** – Greiner (C), Clark
- c. **General Government** – Madsen (C), Losee, Clark
- d. **Revenue** – Rose (C), Madsen

Liaison's

- a. **Recreation** – Sigreto
- b. **Police** – Rose, Mayor Clark
- c. **Fire & EMA** – Sigreto
- d. **Water** – Clark

15. President Sain announced that new procedures for this year's budget. He is asking Messieurs Clark and Sigreto to meet with each department and get their budget worksheets for the last two weeks in August. Then the Finance Committee will draft a budget for 2016 and present it to the Council at the budget workshops to be set at the September meeting. The public can provide input at the workshops to help address concerns or problem areas.
16. Mayor Clark encouraged all Council Members to participate in Saturday's Fireman's Parade in Port Jervis.

There being no further business to conduct:

Motion was made by Rose/Greiner to adjourn. There being no dissent, the meeting was adjourned at 2015 hrs.

Respectfully submitted,



Robert J. Fitch
Secretary