



1905

Council Meeting Minutes
01 Nov 16

President Joseph Sain called the November regular meeting of the Matamoras Borough Council to order at 1930 hrs. on Tuesday, 01 Nov 16 in the Borough Hall, 10 Avenue I, Matamoras, PA.

Present were Councilman, Sigreto, Losee, Rose, Greiner, Clark and Madsen. Mayor Clark was excused. Also present were Secretary Fitch, Treasurer Myer, Tax Collector Drake, Fire Chief Long, EM Coordinator Olver, Solicitor Hamill, and Jr. Councilwoman Waszcyszak. Jr. Councilwoman Strenk was excused. Recreation President Holtzer was absent. There were approximately 12 residents in attendance.

Motion to approve the minutes from the October 2016 with one correction by Sigreto/Clark. Passed without dissent.

Motion to accept the October 2016 Treasurer's Report by Sigreto/Rose. Passed without dissent.

Motion that the bills are accepted, and when approved by the Finance Committee, orders are drawn on the Borough Treasurer for the same by Clark/Sigreto. Passed without dissent.

PUBLIC COMMENT: None

REPORTS

MAYOR: No Report

JR. COUNCIL: No Report

GENERAL GOVERNMENT: No Report

PUBLIC WORKS/FACILITIES: Mr. Greiner report on trash collected, leaf pick-up, and other activities completed. His report is on file. He announced the following schedule for collecting leaves using the vacuum truck; Wednesdays – PA Avenue to Avenue R; Thursday PA Avenue to Avenue A. This schedule is subject to change due to weather, repairs, holidays etc.

FINANCE: No Report

FIRE CHIEF: Chief Long gave an overview of call activity for the for the month of October. His full report is on file. Chief Long further reported that as of 15 Nov 16, Port Jervis Ambulance will no longer be providing ALS service to the borough. MFD EMT's are riding with Westfall Ambulance to help with responses to calls. The Chief also commented that if Port Jervis Ambulance does close its doors, the borough will need to look at the best way to provide BLS services to residents. Currently, there is a need for some type of vehicle that more people can drive, the heavy rescue truck has 15-18 people qualified to drive however many work during the day.

The FD will be doing the following fund raising activities:

Breakfast with Santa on Sunday, December 18 at the firehouse.

Christmas Tree and Wreath sales starting the first Monday after Thanksgiving.

Chief Long closed his report by wishing everyone a Happy and Safe Thanksgiving.



1905

Council Meeting Minutes
01 Nov 16

EMERGENCY MANAGEMENT: Mr. Olver reported that he has received his appointment from Governor Wolf and is now the recognized EM Coordinator for the Borough. The Delaware Valley Elementary School has successfully completed testing the repeater for emergency communications at the school and has applied for their own frequency for the repeater. They should have the project completed within a month.

The first phase of testing for the sirens is complete. The radio transmission and reception of the sirens is what will be tested next.

UNFINISHED BUSINESS

1. Mr. Greiner reported that the Milford Borough and Matamoras Borough solicitors have come close to agreeing on the verbiage for the new shared services agreement for the garbage truck. We should have a signed agreement for next meeting.
2. Mr. Madsen reported that the Borough has purchased a scanner for \$225.00 and Bob Fitch has been scanning all the old documents and converting them to digital files. We have 2016, 2015 and 2014 financial records all scanned are moving forward. This action will save the borough over \$10,000 in fees. All records are stored in three different locations, with two of those being in offsite secure servers.
3. Mr. Madsen also reported that after conversations with Mr. Greiner, the DPW will be doing controlled burns to dispose of all out dated and scanned records in accordance with Commonwealth guidelines for record retention.

NEW BUSINESS:

1. **Motion:** by Rose/Losee to approve the Tri State Chamber of Commerce request for the Annual Rick Drew Holiday Parade on Borough streets for Saturday, 4 Dec 16 with a rain date of Saturday, 11 Dec 16. Passed without dissent
2. **Motion:** by Clark/Madsen to adopt the Proposed 2017 Budget as presented. Passed with Losee dissenting.
3. **Motion:** by Rose/Sigreto to authorize the Secretary to advertise a public hearing on the proposed budget for 1900 hrs on Tuesday 06 Dec 16 in the Borough hall, 10 Avenue I, Matamoras, PA. Passed with Losee dissenting.
4. President Sain reminded all residents to remove their basketball hoops from the road right-away before the start of the winter plowing.
5. **Motion:** by Rose/Losee to approve the VVA application for a Wreaths Across America program in Veteran's Memorial Park and Learning Center on Saturday 17 Dec 16. Passed without dissent



1905

Council Meeting Minutes
01 Nov 16

6. **Motion:** by Rose/Sigreto to approve a request to add four horseshoe pits to the area by the Vocci Pavilion at Airport Park. The group making the request would provide all the labor, Recreation would provide a backhoe operator, dump truck and materials for the project. During discussion of the motion, Mr. Clark asked if the Recreation Advisory Board had approved the request? Mrs. Drake told him that they reviewed it and approved at their last meeting. Motion passed without dissent.
7. **Motion** by Greiner/Clark to authorize the Secretary to advertise a public hearing to amend Section 67 of the Borough Code on Tuesday, 06 Dec 16 at 1845 hrs. Mr. Greiner distributed a copy of the proposed change. Mr. Hamill suggested the Planning Commission have an opportunity to review the changes before the hearing and that the draft be redone to highlight the changes. Motion passed without dissent.
8. Mr. Rose noted that on 26 Oct he traveled with Chief Stewart and Barb Gillette to New Jersey for the presentation of grant from Firehouse Subs to the PD to purchase computer for inside their vehicles.
9. Mrs. Drake announced that Mountain View Pre School will be doing a Veterans Day's program at Veterans Park on Friday, 11 Nov 16 from 1300 – 1500 hrs. They will be distributing pins to veterans. She also requested that the Christmas Wreaths be hung on Pennsylvania Avenue before the holiday parade. Further she requested permission to hold a tree lighting ceremony at Borough Hall at a date to be determined.
10. **Motion** by Sigreto/Rose to approve the tree lighting ceremony. Motion passed without dissent.
11. Mr. Losee reminded residents not to bury large branches or rocks and stones in the leaf piles as they damage the impeller on the leaf machine.
12. Chief Long asked if the Fire Department needed permission to use the DPW trailer to pick-up Christmas Trees. They said he only needed to coordinate with Tom Greiner.

There being no further business to discuss, President Sain adjourned the meeting at 2002 hrs.

Respectfully,

Robert J. Fitch
Borough Secretary