



MINUTES

DECEMBER 2016



1905

Council Meeting Minutes
06 Dec 2016

President Joseph Sain called the December regular meeting of the Matamoras Borough Council to order at 1930 hrs. on Tuesday, 06 Dec 16 in the Borough Hall, 10 Avenue I, Matamoras, PA.

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

Prior to Public Comment, President Sain went around the table and asked if any council members had items to add to the agenda. Sain noted that there was additional item added from him, the request for approval for the solicitor to petition the court for the four mills above the 30-mill cap. It became item 12 on the agenda. Mr. Losee added item 13, a letter form the Matamoras Fire Department requesting funds for a QRS vehicle.

1. Public Comment: (When recognized by the President, please state your name and address for the minutes.)

Charlie Gillander – 3 Avenue N, He asked if council considered his letter concerning the Borough providing financial support to the Port Jervis Volunteer Ambulance to get back on their feet. Mr. Sain reviewed the current situation and the fact that the Port Jervis Ambulance has not requested any support from the Borough. He has met with Chris Diamond and was given an overview of the current situation and is will continue to monitor the situation.

Nate Yingling – 404 Avenue L, Deer Park and Port Jervis are both giving the Port Jervis Volunteer Ambulance \$15,000 each to assist in covering operating costs, was the Borough approached to provide financial support? No.

2. Consent Agenda - Motion to approve the Consent Agenda by Clark/Sigreto, passed without dissent.

- a. **Approval of minutes:** 01 Nov 16
- b. **Approval of Treasurer's report:** November 2016
- c. **Approval of bills**

3. Reports:

- A. Mayor Clark – No Report she thanked everyone for the cards and get well wishes over the last two months. She also thanked the Keystone Club for the great Christmas decoration at Borough Hall.
- B. Junior Council – Reported winter recess will start 23 Dec and the winter sports season has begun. The recent can drive collected over 2000 cans of food for local food pantries.
- C. General Government – No Report
- D. Fire Committee – The committee has been busy meeting with all the members of council at different times over the last month to brief them and bring them up to speed on the fire departments request for a QRS vehicle.



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- E. Public Works and Facilities Committee – Report on the amount of garbage collected, that yard waste collection has ended until the spring of 2017, the crews have been cleaning catch basins and collecting leaves.
- F. Finance – Nothing to Report
- G. EPRPD – Assistant Chief Stewart reviewed the calls for the month of November and gave the year to date numbers, full report is on file.
- H. Recreation Advisory Board – No report
- I. Fire Chief – Chief Long reviewed the calls for the month of November, reminded everyone that the department’s Christmas Tree sale is under way with great trees and great prices. The annual Breakfast with Santa will be on Sunday, 18 Dec in the firehouse.
- J. EMA – Mr. Fitch reported for EMC Olver. Mr. Olver has worked out an agreement with Pike County for the Borough to use the Code Red System to send out text messages to residents that sign up for the program. Residents can sign up for the program by going to Pike County’s Code Red page and creating an account. Once they have created an account with a user name, they should send their user name to the Borough via email to codered@matamorasborough.com. The Borough will manage the list and give the county the user names to be used when the Borough has a message to get out.

4. Correspondence: on file

5. Unfinished Business:

- a. Mr. Rose presented a certificate to the Borough from the Tri State Chamber of Commerce for Participating in the 2016 Ricky Drew Christmas Parade.

6. New Business:

- a. Approve 2017 Budget – Motion to approve the 2017 proposed budget with the following changes: Budget line 410.450 to \$433,466 and budget line 409.250 to \$69,509 by Clark/Madsen; passed with Losee dissenting
- 2. Approve 2017 Budget Ordinance – Motion to approve the 2017 Budget Ordinance by Clark/Madsen; passed without dissent
- 3. Approve 2017 Tax Levy Ordinance – Motion to approve the 2017 Tax Levy Ordinance by Rose/Madsen; passed without dissent
- 4. Approve Ordinance #328 modifications to Section 67 of Matamoras Borough Code – Motion to approve Ordinance #328 with an effective date of 1 Jan 17 by Greiner/Losee; passed without dissent.



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5. Approve application for Christmas Bike Give Away, 10 Dec 16 – Motion to approve the application by Greiner/Rose; passed without dissent.
6. Approve application for Bike & Trike Parade, 10 Jun 17 – Motion to approve application by Rose/Madsen; passed without dissent.
7. Approve application Tuesday Tunes in the Park, starting 11 Jun 17 – Motion to approve the application by Clark/Rose; passed without dissent.
8. Accept Al Holtzer's resignation from the Recreation Advisory Board. – Motion to accept Mr. Holtzer's resignation with regret by Rose/Losee; passed without dissent.
9. Invitation from VVA to attend the Wreaths America Event, Saturday, December 17 2016 at noon at Veterans Park. Council acknowledged the invitation and thanked the VVA for their courtesy and hospitality.
10. Update on Sun Shine Law changes
 - a. Time for Public Comment
 - i. Opportunity to speak before any votes are taken
 - b. Schedule for next year's meetings
 - i. Move to Second Tuesday of each month. Motion to move the meetings to the second Tuesday of each month by Clark/Rose; passed without dissent
 - ii. Written reports to be turned in before meeting, overview placed on agenda.
 - c. Schedule for next year's committee meetings; meeting will remain unscheduled and called as needed.
 - i. Written reports for each meeting, recap in agenda
 - d. Policy for public comment – sent to General Government for action
11. Authorize Secretary to advertise the 2017 meeting schedule. - Motion to authorize the Secretary to advertise the meeting schedule by Rose/Sigreto; passed without dissent.
12. Motion to authorize the Solicitor to petition Commonwealth Court for the additional four mills of tax in General Government by Clark/Sigreto; passed without dissent.
13. Letter from the Matamoras Fire Department requesting \$25,000 to purchase and equip a QRS Vehicle. Motion by Rose/Losee to approve up to \$25,000 to purchase a vehicle and equip said vehicle.
 - a. Discussion:
 - i. Madsen- All purchases with the allocated funds are to go through the Borough Office and the Borough Secretary will shop for the best prices on items, agreed by Chief Long.
 - ii. Greiner – would like to see a council member on the FD Board of Directors, Mr. echoed his sentiment saying the Board handles the business operation of the department and the council has many intelligent members who could provide good help and guidance. Chief Long said that would require a change in the



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- Corporate bylaws and could not guarantee that would happen. Councilman Rose is a Volunteer Fireman and could become a board member. Council Rose thought that was the best way to proceed now.
- iii. Sigreto – Would like to see a monthly report on how often the vehicle is responding to calls and what the average response time is. Chief Long said the department will happily provide that information monthly, but noted that the QRS would only respond to medical calls and depending on the availability of volunteers it might have a 100% response rate.
 - iv. Mr. Rose noted that the current Rescue Truck is too large for many of the EMT's to drive.
 - v. Chief Long was asked is this was a one-time cost. He replied going forward the FD would cover all costs associated with the vehicle.

Following the discussion, a roll call vote was taken with all council members voting to approve the allocation.

The Council thanked the Volunteer Fireman, EMT's and First Responders for their service to the Borough.

There being no further business to discuss, President Sain adjourned the meeting at 2012 hrs.

Respectfully submitted,

Robert J. Fitch
Borough Secretary

Matamoras Borough Council Minutes
Public Hearing 2017 Budget Ordinance & 2017 Tax Levy Ordinance
06 Dec 2016

The Public Hearing of the Matamoras Borough Council was called to order at 1900 hrs., Tuesday, 06 Dec 16 by President Sain followed by a salute to the flag.

Present were Joe Sain, Dee Losee, Pete Sigreto, Mark Madsen, Thomas Greiner, Kevin Rose, David Clark, Mayor Janet Clark and Jr. Councilwomen Timea Strenk and Christine Waszczyzak. Also present were, Solicitor Eric Hamill, Secretary/Zoning Officer Bob Fitch Fire Chief Tom Long, and Greg Myer Treasurer, Jane Drake Tax Collector. Assistant Chief Eric Stewart and EM Coordinator Tom Olver were absent. There were approximately 16 members of the public present.

Prior to public comment, Mr. Clark announced two changes to the proposed budget because of a math error while calculating the shared costs for EPRPD. Budget line 410.450, Police was reduced to \$433,466 and reduction of \$2,215 and budget line 409.250, Buildings, Repair and Maintenance was increased to \$69,509.

PUBLIC COMMENT:

Martina Rose – 408 Second Street, why was the allocation to the police department lowered. It was the result of an error when calculating the Westfall/Matamoras spilt.

There being no further public comment, Mr. Sain adjourned the hearing at 1907 hrs.

Respectfully submitted



Robert J. Fitch
Borough Secretary

Matamoras Borough Council Minutes
Public Hearing Modification of Section 67 Garbage
06 Dec 2016

The Public Hearing of the Matamoras Borough Council was called to order at 1845 hrs., Tuesday, 06 Dec 16 by President Sain followed by a salute to the flag.

Present were Joe Sain, Dee Losee, Pete Sigreto, Mark Madsen, Thomas Greiner, Kevin Rose, David Clark, Mayor Janet Clark and Jr. Councilwomen Timea Strenk and Christine Waszczyzak. Also present were, Solicitor Eric Hamill, Secretary/Zoning Officer Bob Fitch Fire Chief Tom Long, and Jane Drake Tax Collector. Assistant Chief Eric Stewart, EM Coordinator Tom Olver and Greg Myer, Treasurer were absent. There were approximately 14 members of the general public present.

PUBLIC COMMENT:

Lynn Homer – 501 Avenue L, what size cans are authorized for use by the new ordinance? Two not more than 45 gallons.

Lee Cokelette – 6 Avenue G, can I have any number of cans that add up to 90 gallons? No, two cans maximum of 45 gallons per can. Additional can permits are available for purchase as are individual 42 gallon bags for \$5.00 per bag. Extra permits and bags are available at the Borough Office.

Amanda Smith – 303 Avenue O – Will the Borough be providing a way to dispose of our old garbage cans? You can cut them up and place them in your new cans or use them for yard waste. Can we still tie cardboard up and place it beside the trash? No, everything must be in a can.

Lucas Helms – 203 Avenue F Does the Borough maintain a record of the extra can permits? Yes there is list keep in the Borough office and every time it is updated the trash crew gets a copy for the truck, also we have stickers for the extra cans.

Martina Rose – 408 Second Street, what happens with non-complying cans? They are tagged and not picked up, the truck crew gives the office a list of tagged cans for noticed of violations to be sent.

There being no further public comment, Mr. Sain adjourned the hearing at 1854 hrs.

Respectfully submitted



Robert J. Fitch
Borough Secretary