

Vice-President Kroope called the regular meeting of the Catasauqua Borough Council to order at 7:05 PM with the Pledge to the Flag.

MEMBERS PRESENT:

Ms. Kroope, Ms. Mellish, Mr. Bartholomew (arrived 7:15), Mr. Smith (acting Mayor), Ms. Weaver.

ALSO PRESENT:

Manager Goldfeder, Solicitor Dimmich, Police Chief Kish, Fire Chief Hertzog, Engineer Gawlik, Treasurer Hein, and Public Works Supervisor MacHose.

ABSENT:

Mr. Schlegel, Mayor Schlegel.

MINUTES:

A motion to approve the minutes of the October 2, 2017 regular meeting was made by Mr. McKittrick, seconded by Ms. Mellish.

The motion passed four in favor, none opposed, Mr. Bartholomew arrived later, Mr. Schlegel was absent.

HEARING PERSONS PRESENT:

MAIN STREETS:

Ms. Brubaker, 234 Walnut Street, Catasauqua, asked Council to consider creating the position of a Main Streets liaison. Ms. Brubaker said Main Streets would like to hire a part time person to coordinate the program and work with the National Main Streets organization; and to be a presence in the Borough Office, possibly in a Welcome Center on the first floor. This person would be responsible for expanding the Main Street's program and working with Borough businesses.

In response to comments/questions from Council, Ms. Brubaker said specific details would need to be worked out and that she had sent an email to Council prior to this evening's meeting regarding this idea.

Solicitor Dimmich explained that his understanding is that this would be a person to act as liaison between the Borough and downtown development. He said this is a budgeting item and he was not sure how much leeway there would be at this time.

Mr. McKittrick asked Ms. Brubaker if Main Streets had put this in their budget request. Ms. Mellish, a member of Main Streets, said it was. Ms. Brubaker said this was an additional or separate item from the normal yearly budget requests.

Ms. Kroope asked if this was something that could be handled by the office staff. Ms. Brubaker responded that Main Streets would like to work with the Manager to create a job description and advertise the position in order to find the most qualified person for the job.

Mr. Smith suggested the possibility of hiring a consultant.

The Manager stated that he would explore this idea further.

Ms. Weaver suggested that Ms. Brubaker attend the Budget review meetings next week and present more information on what she is suggesting.

COMMUNICATION ISSUES:

Mr. Joseph Tognoli, 1153 American Street, North Catasauqua, said that there had been no notice that the road would be shut down for over a week. The road was closed on a day when the Food Bank was expecting several deliveries and pick-ups. He said that they are expecting even more deliveries next week, and they do not know if the road will be open.

Ms. Kroope said that UGI is working in the area and are closing Front Street as necessary, and they do not notify the Borough of specific closings. The Manager said UGI informed the Borough the day before they started and that they would be working in the area between now and January.

Solicitor Dimmich explained that the Borough has no control over UGI and complaints should be made directly to the Public Utilities Commission (PUC).

PEDESTRIAN CONCERNS:

Mr. Tognoli also mentioned that pedestrians coming over the bridge are not visible to vehicle traffic, and other safety concerns such as manhole hazards on Front Street between Pine and Bridge.

POLICE REPORT:

Mr. Dave Dotterer, 272 Edward Lane, Catasauqua, said he requested, but never received, a Police Report from a 2016 shooting incident, that left his vehicle damaged. He said his insurance company needs this to process his claim. Mr. Dotterer said the Police will not listen to him and harass him.

Solicitor Dimmich said that active criminal investigation reports cannot be released.

Chief Kish said he is aware of the incident and that he cannot provide a copy of the report, because it is still an active investigation.

The Solicitor recommended that Mr. Dotterer set up a meeting with Chief Kish and the Mayor. He explained that Council has no power over the day to day operations of the Police Department.

ORDINANCES & RESOLUTIONS:

ORDINANCE #1359:

AN ORDINANCE AUTHORIZING HANDICAP PARKING AT 227 FRONT STREET.

Mr. McKittrick explained that this was a reassignment of the sign to another resident at this location.

Mr. McKittrick moved, seconded by Ms. Weaver, on a roll call vote the motion passed five in favor, none opposed, Mr. Schlegel absent, Mr. Smith is acting Mayor.

SECRETARY/MANAGER:

Manager Goldfeder reported.

WATER & SEWER:

There were 22.95 million gallons of water pumped to the system in October 2017 for a daily average of 741,000 gallons. There were 29.78 million gallons of sewage treated for a daily average of 960,000 gallons.

FOOD TRUCKS:

The Manger reported that he had requested information from local municipalities on their licensing procedures for food trucks. He reported that Allentown, Bethlehem and Easton have extensive Ordinances regulating food trucks. Of the other municipalities that responded to the Manager's inquiry those that regulate food trucks have varying requirements, but most require at a least health inspection. Council can work out the details of how they choose to regulate food trucks.

PYRAMID HEALTH:

The Manger reported that he had written to the operators of the new health systems facility operating at 124-126 Bridge Street, regarding zoning issues. The

Manager said he had verbal (not verifiable) information that the facility may not be operating within the Zoning Ordinance.

STATE CASINO BILL:

The Manager reported that the State of Pennsylvania had passed a bill allowing “mini casinos” to operate in the State. He said the Bill has an “opt out” option for municipalities.

Solicitor Dimmich explained that this does not apply to the Borough because the Sands Casino in Bethlehem falls under the 25 mile exclusion. Therefore this legislation does not apply to the Borough.

LVPC RECOGNITION:

The Manager reported that the Borough was recognized at the Lehigh Valley Planning Commission Annual Awards Gala in October with the 2017 Community of Distinction Award.

BUDGET SESSIONS:

The Budget Review Sessions are scheduled for Monday and Tuesday, November 12-13, 2017 from 6-10 PM.

ELECTION DAY:

The Manager reminded everyone that tomorrow is Election Day, and everyone should exercise the right and privilege of citizenship by voting. The Polling location for District 3 is still at the old Borough Hall.

TREASURER’S REPORT:

A motion to approve the Treasurer’s Report was made by Ms. Mellish, seconded by Ms. Weaver. The motion passed five in favor, none opposed, Mr. Schlegel absent, Mr. Smith is acting Mayor.

MAYOR:

Mr. Smith was acting Mayor. No report.

JUNIOR COUNCIL:

None present.

SOLICITOR:

Mr. Dimmich reported.

Mr. Dimmich said much of the report is confidential and he will not be going over it. Any questions could be addressed in executive session at the end of the meeting.

The Solicitor said there will be an executive session to discuss two requests for modification of taxes, two requests for modification to water/sewer/refuse bills, and a personnel issue. Mr. Dimmich said Council could discuss or take action after the executive session.

FRIENDS OF GEORGE:

The Solicitor continues to work on the By-laws for the Friends of George, and is trying to set up a meeting with the director at her convenience to finish it up.

CIVIL SERVICE COMMISSION:

The Solicitor is aware of and working on the issues. Things are changing with the Board and things may work themselves out.

ROTHROCK:

The Heart/Lung issues are about resolved. They are looking for the disability portion of the Pension Plan.

ENGINEER’S REPORT:

Mr. Gawlik reported.

A written report was issued. Mr. Gawlik addressed the highlights of the report.

WWTP:

Building Settlement Abatement project was completed September 3, 2017.

DRBC:

Docket renewal application is complete and a draft Docket will be issued in the next couple of weeks. Public hearing scheduled for November 15, 2017.

The Solicitor asked the Engineer for confirmation that his office does not need to do anything regarding this at present.

- NPDES PERMIT: Working on completing it to submit as soon as possible.
- IRON WORKS: Only one item left to complete: Storm sewer install on Front Street. Delayed due to a conflict with UGI.
- Paving in front of the Building needs to be completed.
- RACE STREET: All Penn Dot forms have been submitted. The project is scheduled to begin in April 2018. Coordinating with the Solicitor's office and property owners for easements for the relocation of water and sanitary sewer lines in advance of bridge work. Awaiting GP-5 for this work. Coordinating with Penn Dot consultant for bridge occupancy
- MAIN STREET: Drainage report, letter of findings should be done this week.
- WALNUT STREET: GP-5 was issued and the E&S Control plan approval was received, still awaiting joint permit. Mr. Bartholomew asked if the Borough would be doing the Walnut Street next year. Mr. MacHose said he was ordering the parts for the waterline. The Engineer said we are waiting for the Joint Permit.
- In response to a question from Mr. Bartholomew, Mr. Gawlik said he was not sure but thought the permits are good for a couple of years and would check on it.
- FRONT STREET: Front Street Transportation Alternatives Program: the Borough has received proposals from two lighting consultants for the street light design to replace lights along this corridor.
- FRONT/PINE STREET SIGNAL: Ms. Mellish inquired if there was some way to let oncoming traffic that people may be turning left. Some sort of temporary signage alerting drivers to cross-traffic. Mr. Gawlik said he would investigate this matter.
- HERITAGE CORRIDOR: In response to a question from Ms. Mellish regarding the Delaware/Lehigh towpath activity, Ms. Weaver replied that LVPC is working on this and it is a priority to connect the trails.
- IRON WORKS PARKING: Mr. Gawlik followed up on a question from last month regarding the parking for the Iron Works. With the paved and stone parking lot there are about 45 spaces, plus the spaces in front of the Building.
- WING WALL REPAIR: In response to a question from Mr. Smith, Mr. MacHose and Mr. Gawlik replied that they are looking at two options and will discuss them with a contractor.
- PARKING: Mr. Smith inquired about delineating parking spaces in front of the building. The Manager explained that delineating the spots is to keep people from parking too close to the corner.
- GENERAL GOVERNMENT:** Ms. Mellish Reported.
- GEORGE TAYLOR HOUSE: Ms. Mellish reported that the Committee met with a representative from DAR Liberty Bell Chapter about operating the George Taylor House.
- GERHARD REQUEST: Nadine Gerhard's request will be put on hold until a year's usage is obtained and can be assessed.

AGENDA ITEMS: Ms. Mellish explained that additional items on the General Government Committee Agenda may be addressed at a second meeting this month if one can be scheduled.

BRIAN WHITE PAY ADJUSTMENT: Ms. Mellish moved, seconded by Ms. Weaver, to approve an adjustment to Mr. The motion passed five in favor, none opposed, Mr. Schlegel absent, Mr. Smith is acting Mayor.

PUBLIC SAFETY: Mr. McKittrick reported.

CIVIL SERVICE RESIGNATION: Mr. McKittrick moved, seconded by Mr. Bartholomew, to accept the resignation of Ms. Dawn Fisher from the Civil Service Commission.

Ms. Mellish thanked Ms. Fisher for her years of service on the Commission.

The motion passed five in favor, none opposed, Mr. Schlegel absent, Mr. Smith is acting Mayor.

Mr. McKittrick requested that a copy of the Civil Service Ordinance and Rules and Regulations be provided to the people who have written expressing interest in serving on the Commission.

Mr. McKittrick reported that he had reached out to the alternates to see if they are interested in the position. Mr. McKittrick said that the Committee plans to have a recommendation for appointment at the December Council meeting.

Mr. McKittrick responded to a question by Mr. Bartholomew that at least one alternate is not interested in moving into the position.

Solicitor Dimmich explained that according to a new State law, requires Civil Service to have three members present to have a quorum, alternates could sit for a meeting is necessary, and act as a member for that meeting only.

ENGINE 211: Mr. McKittrick reported that Engine 211 has returned to service, and is ready to respond to calls.

MEMORIAL DEDICATION: Mr. McKittrick invited everyone to attend the dedication of the Fire Department Memorial on Saturday, November 11, 2017.6

PUBLIC UTILITIES: Mr. Bartholomew reported.

JETTER: Mr. Bartholomew moved, seconded by Mr. McKittrick to authorize the purchase of a jetter for the Public Works Department, under the Co-Stars program at the price of \$64,718.85.

The motion passed five in favor, none opposed, Mr. Schlegel absent, Mr. Smith is acting Mayor.

Ms. Mellish asked if this is a budgeted item. The Manager responded that it is, and that it is slightly over budget, but the funds are being moved within that account.

Mr. MacHose said the current jetter is 30 years old.

PLANNING & ZONING:

Ms. Weaver reported.

CRAFT BEVERAGE ORDINANCE:

Ms. Weaver moved, seconded by Mr. McKittrick, to submit the Craft Beverage Zoning Ordinance to the Borough Planning Commission and the LVPC for review.

The motion passed five in favor, none opposed, Mr. Schlegel absent, Mr. Smith is acting Mayor.

The Manager stated that it his understanding, from Attorney Dinkelacker, that by introducing the Ordinance makes it statutorily a pending Ordinance, therefore any new applications for a Craft Beverage facility would fall under the requirements of the new ordinance.

Mr. Dimmich replied that generally that is correct.

FOOD TRUCKS:

The Food Truck regulations are assigned to General Government.

TWO HOUR PARKING REQUEST:

Mr. Smith forwarded a request to the Manager to establish a 2 hour parking area.

RECREATION:

Ms. Kroope reported.

PARK VANDALISM:

Ms. Kroope reported that several incidents of vandalism occurred last week at the Park to the basketball courts, and bathroom and also to Jeff Miller’s Borough vehicle. Police reports have been filed.

YMCA-POOL:

The Committee discussed scheduling a meeting with Melissa Brown to discuss ideas for next season. The Borough received \$6,000 from the YMCA.

PUBLIC WORKS:

Mr. Bartholomew reported.

WALNUT STREET WATER LINE:

Mr. Bartholomew asked if the Borough is planning to do work on the waterlines. Mr. MacHose said he is ordering the parts. The Manager said the Borough is planning on doing the work.

BILLS & ACCOUNTS:

<u>General Fund</u>	<u>Water</u>	<u>Sewer Plant</u>
\$661,152.07	\$31,370.36	\$303,412.39
<u>Sewer Collection</u>	<u>Community Development</u>	<u>Gross Payrolls</u>
\$172,858.88	\$73,241.00	\$138,295.24

Bills and Accounts were approved on a motion by Ms. Mellish, seconded by Ms. Weaver.

The motion passed five in favor, none opposed, Mr. Schlegel absent, Mr. Smith is acting Mayor.

UNFINISHED BUSINESS:

NONE.

NEW BUSINESS:

NONE.

HEARING OF PERSONS PRESENT:

POOL:

Mr. MacHose asked for a final total of the Borough’s cost to maintain and operate the Pool. The Manager replied that he will have that information by Tuesday’s Budget Session.

CLOSED SESSION:

Council adjourned to a closed session discuss litigation and personnel issues at 8:25 PM.

Solicitor Dimmich informed those present that Council may come back and take official action on the issues or defer action to a future date.

Council returned from the executive session at 9:05 PM. The Solicitor reported that with respect to the request for relief requested by Mr. Carrano, Council is willing to consider certain issues, but they do not have a Power of Attorney from the property owner, Mr. Yok. Without that Council cannot legally discuss any matters with Mr. Carrano and that legally there is nothing for Council to do. Mr. Schwartz, from State Senator Lisa Boscola's office, said that the lack of a Power of Attorney document was his fault. He was going to obtain one and did not by this evening.

The Solicitor said that the Manager will prepare a listing of all the bills and payments made for the property and provide that to Council. He said that Council is divided in its opinion of whether or not to grant any relief. He cannot speak to what Council will do.

There was a brief discussion between the Solicitor and Mr. Richard Carrano on how the Solicitor's bills are developed. The Solicitor said that some elements of the bills are set by law, some by the Resolution Council adopted setting the fees for the delinquent tax collector. He said that he will provide a breakdown of all the bills to Mr. Carrano.

Ms. Kroppe said that the Manager and Solicitor should both develop their information and provide it to Mr. Carrano for his review prior to the next meeting.

ADJOURNMENT:

There being no further business the meeting was adjourned at 9:13 PM

Respectfully submitted,

Eugene L. Goldfeder
Secretary/Manager