

September 1, 2010

JOINT BOROUGH COUNCIL/BOROUGH AUTHORITY MEETING  
SEPTEMBER 1, 2010

PLEDGE OF ALLEGIANCE

CALL TO ORDER

President Torononey called the meeting to order at 6:00 p.m. In attendance were Councilors Jeff Chomnuk, Stephen Toroney, Dan Weand, Jody Rhoads and Joseph Kirkland. Also present were Manager Jason Bobst, Solicitor Charles Garner and Borough Secretary Virginia Takach. Absent were Councilors Gibson and Allen and Mayor Heath.

Authority Members present were Chairman Ronald Downie and Board members, Doug Dilliplane, DonRead, Tom Carroll and Aram Ecker. Also present were Solicitor David Garner, Engineer Tom Weld. Staff members present were Finance Director Janice Lee, Public Works Director Doug Yerger, Utilities Coordinator Brent Wager, Utilities Administrator Bob Plenderleith and Police Chief Mark Flanders.

Chairman Downie opened the meeting with complimentary remarks to Council and Staff for the ongoing efforts in improving the Borough with projects such as the Riverfront and the Train Station Canopy. Mr. Downie also advised that he would be forming a committee at the next Authority meeting consisting of the Utilities Coordinator, Utility Administrator, the Authority Solicitor and Authority Engineer as needed, and the executive committee of the Authority in order to restructure the Authority and relieve the Borough Manager of the duties of Authority Manager, formerly the recommendation of the DEP.

President Toroney also commended previous, present and future Councils for positive accomplishments made throughout the town while working within the budget allowed. He added that the position of the Authority Manager, being held by the Borough Manager, has always been considered as a liaison position between the two entities and not seen as a conflict. President Toroney also requested that the Authority Board reconsider its position on the Storz connections in its budget considerations.

Mr. Bobst introduced the new Utilities Administrator Bob Plenderleith as the new financial position to assist with the finances of the Authority.

COLLECTION STATUS

Mr. Bobst reviewed the outstanding utility amounts and the percentages for the years 2006 to 2010 comparing amounts collected and that which remains uncollected with Portnoff. He also advised that the Borough has recently obtained two properties through Sheriff Sales.

Mr. Read expressed his concern on the extent of delinquency and the lack of shut off procedures by the Borough, procedures which are in place throughout numerous municipalities and referred to recent articles from the Pennsylvania Municipal Authorities Association.

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Mr. Bobst reviewed the recently adopted rental property shut-off procedure already implemented and under the legal guidelines with 235 letter being sent to delinquent property owners. He also explained that with the change in finance directors within a matter of a few years, that the number of delinquent accounts sent to Portnoff was minimal.

Solicitor Charles Garner also reviewed the shut off process and the sale of properties for rental and owner occupied properties.

Chairman Downie added that the process has been put into place and should be allowed to run its course.

#### RENTAL SHUT OFF PROCESS

Mr. Bobst referred to the August 18, 2010 Memorandum explaining the rental shut off process and the legal guidelines and timelines to be followed. He advised that a status update would be provided at the September meetings.

Mr. Carroll suggested looking into software to streamline the shut off process and to use the most proficient technology available.

Ms. Lee agreed and advised that certain technology is being added through Inteli-pay and Express Bill Pay and explained that it would be no guarantee of obtaining the money owed on the delinquent accounts.

#### REVIEW OF LEASE/MANAGEMENT AGREEMENTS

Mr. Bobst referred to the draft revised agreements prepared by Attorney Robert Jones.

President Toroney reported that Council has previously met in small groups to review the current and proposed revisions and Councilors are providing comments to the Solicitor.

Solicitor Charles Garner added that he and the Authority Solicitor David Garner are preparing formal comments to incorporate concerns of the Councilors and Authority members.

Solicitor David Garner agreed, adding that the goal is to allow the Authority to have a more active role and more involvement and oversight by the Board.

Chairman Downie commented that the new agreements should be in place by the new year.

#### ADA RAMP REQUIREMENTS

Authority Solicitor Garner reviewed the process of repairing water and sewer line replacements and the new requirements and costs of upgrading the ADA ramps and suggested that a discussion be undertaken by both Boards.

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Mr. Weld advised that legislation is being considered to relieve the stringent requirements of PennDot with hopes of being resolved prior to spring repaving projects.

President Toroney requested that any increase in water rates be conveyed to Council at the earliest convenience to be incorporated in the budget process.

ADJOURNMENT

The meeting adjourned at 8:00 p.m.

Submitted by,

Jason M. Bobst  
Borough Manager/Authority Manager