

CARMICHAELS BOROUGH

Meeting May 13, 2020 – 5:00 p.m.

by Telecommunication

Pledge of Allegiance

PRESENT: Charles Walker, David Antonini, Elizabeth Walker, Marianne Gideon, Amber DeBolt, Code Enforcement Officer Mark Gordon, Police Chief Craig Miller, Brian Lowe of Harshman Engineering, Solicitor Chris Furman.

Motion to Approve the Minutes: Motion made by Amber DeBolt to approve the Minutes of the last meeting. Seconded by Marianne Gideon. Motion carried.

Motion to Pay the Bills: Motion made by Marianne Gideon to approve the bills. Seconded by Amber DeBolt. Motion carried.

CORRESPONDENCE:

1. Notice from PSAB regarding Life Insurance for Elected Officials, spouse and children
2. Notice from the Board of Elections stating the Borough building will not be used for the election June 2nd
3. Mary Pratt from Gr. Sr. Life Outreach would like to provide lunch for the office
4. Invoice from Kansas State Bank reminding of upcoming payment in July for the police car
5. Phone call from Robert Yoney states he needs to do community service and would like someone to call him regarding doing that for the Borough
6. Zoom will need to be renewed if we are conducting the June meeting by Zoom

Motion made by Charles Walker to renew Zoom for the June meeting. Seconded by Marianne Gideon. Motion carried.

COMMITTEE REPORTS:

Administration: Elizabeth Walker states that a CPA has not yet been found to perform the 2019 Audit. David Antonini states that a CPA is not necessary and that an Accredited Accounting Firm is acceptable according to the DCED.

An email was sent to Ami Cree requesting that she contact Michael Williams of the DCED regarding the questions for the 2016, 2017 and 2018 audits which were flagged when Ami did not respond to the questions by March 31, 2020. Chris Furman will contact Ami Cree regarding this matter.

COMMUNITY DEVELOPMENT

Code Enforcement Officer - Mark Gordon presented his report. Hearings have been postponed until July 2nd.

John Burnette is wanting to construct a 10 foot fence. It is recommended that he be denied a permit by Council under the doctrine of a pending Ordinance and for Mr. Burnette to make an appeal to the Zoning Hearing Board. The drawing provided by Mr. Burnette in regard to the location of the fence may create an issue with line of site.

Zoning Ordinance and Map - Consideration of creating a buffer zone of bushes or trees between the residential and commercial properties is rejected due to the area being too small.

Motion made by Charles Walker to advertise the Zoning Ordinance, Zoning Map and Zoning Fee Schedule pending further review of the same and upon approval of the Zoning Task Force members Seconded by David Antonini. Motion carried.

Streets - Charles Walker presented the report of Jim Petron. One-way signs have been installed on Spruce Alley. The truck went to Kiewit who installed new hydraulics, hoses, and wires on the truck, however, part of the metal frame that was broken still needs to be repaired.

PUBLIC SAFETY

Police - Chief Craig Miller presented reports for Carmichaels, Rices Landing and Greensboro Edward's Moving & Rigging has continued to stay in contact with the police department. There have not been any complaints from Edward's or residents.

EMA meetings for the county will now be held bi-weekly due to the low numbers of positive COVID-19 cases.

Quotes are being requested for a new police cruiser

Police Academy Cadet Program - Three applications were received and interviews were conducted by Zoom. In-person second interviews will be conducted on Thursday following the social distancing guidelines with masks being provided. A recommendation will be made to Council after the follow-up interviews. The Cadet Program Committee would like Council to consider sending two candidates to the Academy. The record shows that Chief Craig Miller did not participate in the interviews or recommendations of any applicants.

SOLICITOR - Chris Furman will be meeting with David Antonini and Amber DeBolt to go over the Floodplain Ordinance.

HARSHMAN ENGINEERING - Bryan Lowe presented his report.

Kiewit - An inspection was completed of Pine Street due to some trucks traveling the road. It is suggested that it be done again and meet with Kiewit regarding repaving/repairs of Pine Street when they are at the end of the hauling or on the anniversary of the Contract, whichever comes first. Pine Street does not have any significant damage that needs to be addressed immediately.

Equitrans - They were scheduled to begin traveling on Morgantown Street in March and will continue through the end of May.

Gooseberry Alley - Site measurements were completed to acquire estimates for a resolution to the water issue effecting Shear Expression. There are two options to eliminate the problem. Estimates are still being received and will be presented to Council.

Zoning Map was reviewed

UNFINISHED BUSINESS:

First National Bank - Additional information is required to proceed with transferring of the accounts and use of credit cards.

Motion made by Charles Walker that the three signers on all accounts will remain the same – Council President Charles Walker, Council Vice-President David Antonini and President Pro Tempore Marianne Gideon with two signatures required on all checks. Seconded by Marianne Gideon. Motion carried.

Council members all agree to proceed with the credit cards being issued as follows: Credit card limit of \$5,000.00; card issued to Council Vice-President David Antonini with a \$500.00 limit; card issued to Borough Secretary/Treasurer Shelley Anderson with a \$500.00 limit; card issued to Maintenance personnel James Petron with a limit of \$500.00.

Animal Ordinance - Motion made by Marianne Gideon to advertise the Animal Ordinance to be adopted at the next meeting. Seconded by Amber DeBolt. Motion carried.

Drone Ordinance - Tabled

Parking Ordinance - Official designation of parking zones is needed regarding 2 hour parking zones and handicap parking spots. Residents who have to park on the street at their homes would not be subject to the 2 hour limit with a permit being issued to those residents on a yearly basis that will need to be displayed.

Adoption of Ordinance 2-2020 - Burning and Garbage Ordinance

Motion made by Charles Walker to adopt Ordinance 2-2020. Seconded by Marianne Gideon. Motion carried.

Adoption of Amendment to Resolution 2-2020 - Fee Schedule Amendment

Motion made by Marianne Gideon to adopt Amendment to Resolution 2-2020. Seconded by Elizabeth Walker. Motion carried.

Adoption of Resolution 6-2020 - Life Insurance for Borough Secretary

Motion made by Elizabeth Walker to adopt Resolution 6-2020. Seconded by Marianne Gideon. Motion carried.

Public Gathering Application and Public Gathering Ordinance - Tabled

NEW BUSINESS:

Tax Collector - Motion made by Amber DeBolt that the Tax Collector no longer be permitted to use the Borough's mailing address to collect Borough and School Tax. This excludes the Street Light Assessments, which will continue to be mailed to the Borough Office. Seconded by Marianne Gideon. One opposed. Motion carried.

Paving Projects - Possible paving projects for 2020 would include a portion of North Market Street from near the square to Greene Street, Wood Street, a portion of Gooseberry Alley to resolve a water issue and a portion of Pine Street. Milling may be required on some of these roads.

Disinfection and Sanitizing Building and Police Vehicles

Motion made by Charles Walker to hire PT Cleaning for a one time cleaning, disinfecting and sanitation of the building and both police cars and as needed by motion going forward. Seconded by Marianne Gideon. One opposed. Motion carried.

Motion to hire PT Cleaning by Charles Walker has been rescinded. Seconded by Marianne Gideon. Motion carried.

Marianne Gideon reported on the EMA's 1-2-3- Form for the FEMA Grants Portal. An Agent from FEMA will be assigned to assist with filing for grant money to reimburse the Borough for any expenses incurred during the pandemic.

Police Hour Requirements - David Antonini confirmed that police officers are required to work eight (8) hours per week.

Charles Walker confirmed that eight (8) hours per week or sixteen (16) hours per period is the required amount hours. Bryan Smith was excluded from the requirement due to his duties as full time Chief of Cumberland Township. Chief Miller would also be excluded from the requirement.

Motion made by David Antonini requiring that all police officers are to work eight (8) hours per week and sixteen (16) hours per pay period. No second on the motion - the motion fails.

Chief Miller will provide a letter to all officers that by authority of the Council, all police officers are required to fulfill a minimum of eight (8) hours per week or sixteen (16) hours per pay period.

The Solicitor and Council confirms that Chief Miller has the authority to manage the police officers and their hours, as well as taking disciplinary action up to and including termination as was discussed previously during the October 2, 2019 meeting.

Motion made by Amber DeBolt to continue the meeting at President's call. Seconded by Marianne Gideon. Motion carried.

Respectfully submitted,
Shelley Anderson, Borough Secretary