

**Renovo Borough Council**  
**128 5<sup>th</sup> Street, Renovo, PA 17764**  
**May 8, 2024**

The monthly meeting of the Renovo Borough Council was held on this date starting at 6:05 pm in Council Chambers, 128 5<sup>th</sup> Street, Renovo, PA. The meeting was called to order by Council President Ann Tarantella with the Pledge of Allegiance to our Flag. The following Council Members were present; Kristy Serafini-Brooks, David Knauff, Patricia Rauch (arrived at 6:43) and John Simon. Also in attendance was Mayor Gene Bruno, Assistant Secretary/Treasurer Marsha Davis, and Chief Greg Drollinger. Absent: Rhonda Balchun, William Fornwalt III and Secretary/Treasurer Ashley Sporny

#### **PREVIOUS MINUTES**

**A motion was made by K. Serafini-Brooks and seconded by J. Simon to accept the minutes as written for the April 10, 2024 regular meeting. A voice vote was taken, motion passed unanimously.**

#### **BILLS**

Administration-\$15,776.93/Buildings-\$615.95/Fire-\$0/Parks-\$1936.33/Police-\$3830.80/Streets-\$3680.03

**A motion was made by K. Serafini-Brooks and seconded by D. Knauff to pay the bills if the money is available. A voice vote was taken, motion passed unanimously.**

#### **GALLERY**

Steve Murgas spoke to Council about the proposed IT agreement for services to the Renovo Borough Police Department for the remainder of the fiscal year. His monthly fee will be \$850 to include hardware and software support and any training of staff that is needed. Any additional service requests or same day support requests outside the scope of this agreement will be billed separately.

Chief Drollinger received two other quotes for IT services for the police department. One of the quotes was considerably higher and the other quote was comparable to Mr. Murgas's Agreement. Chief Drollinger added that Mr. Murgas will be opening an IT business right across the street from the police department and would be readily available to provide services and this would be advantageous to the police department.

Theresa Casper inquired what was happening with the Hazard Mitigation Grant for 14<sup>th</sup> Street. The assistant secretary explained that Council had to do a Designation of Agent Resolution due to a staff change at Seda-Cog. Geralee Zeigler will be the new authority to execute for and in behalf of Renovo Borough all required forms and documents for this grant program.

P. Rauch arrived at this time (6:43 pm).

#### **MONTHLY CORRESPONDENCE**

Deb Pedokus provided Council with a copy of the Tax Collector's report for April 2024.

FEMA sent Council a letter of Approval for the Renovo Borough Acquisition Project, Hazard Mitigation Grant Program. The total approved project costs are \$1,020,427.30.

Keystone Central School District Adult and Community Education Supervisor Becky Conklin sent Council an update on the summer recreation program to be held at 16<sup>th</sup> street park starting June 17<sup>th</sup>, the program will run for eight weeks ending August 9<sup>th</sup>. The hours will be 9:30 am to 12:00 pm Monday through Friday.

Lecce Electric sent their quote for the 2024 annual Traffic Signal Maintenance project, the Department of Transportation recommends performing maintenance on an annual basis. The total cost is \$1,685.00. They ask that an agreement be signed and returned authorizing them to perform the work.

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Seven Mountains EMS Council would like to remind Council that National Emergency Medical Services Week will be celebrated May 19-25, 2024. This year's theme is Honoring the past. Forging our future.

The Western Clinton County Municipal Authority intends to submit a PADEP DEP Part I I — Water Quality Management Permit for Influent Pumps Replacement for the Wastewater Treatment Plant. Act 14 requires that each applicant for a DEP permit give written notice to the municipality and county which the permitted activity is located.

Hoy Inspection services LLC sent Council the Monthly report for April 2024.

The Western Clinton County Municipal Authority provided Council the minutes from their April 3, and April 17, 2024 meetings.

### **MAYORS REPORT**

The Mayor designated the week of May 19-25, 2024 as Emergency Medical Services Week. He read the proclamation to Council and those in attendance. The 50<sup>th</sup> Anniversary of EMS week theme is "Honoring Our Past. Forging Our Future."

Mayor Bruno asked Constable Dave Walker to explain how he will be able to help the police with his duties as constable. Mr. Walker explained that he can save the police time for example by taking the police car to Williamsport to have it calibrated. That will give the police 2-3 hours they can spend in town versus hours out of town. Constable Walker stated that he can also take non-violent prisoners to Lock Haven to be booked saving police the time it takes to transport them. This will also give the police more time in town to provide services to the borough.

The Mayor gave an update on a couple Ordinance violations that came before the Magistrate concerning building issues.

### **COMMITTEE REPORTS**

Administration-K. Serafini-Brooks went over the account balances with Council.

General Fund Checking- **\$89,591.35** (after payment of bills)  
General Fund Street Maintenance Saving- **\$25,159.25** (\$59.87 int)  
Highway Aid Checking- **\$2,869.40** (after payment of bills)  
Highway Aid Savings- **\$94,878.06** (\$218.26 int)  
Retirement Fund- **\$15.13**  
PennDOT Projects Account-**\$52.45** (.12 int)  
ARPA Covid Relief Grant-**\$129,222.83** (\$173.26 int)  
Trail Development Grant-**\$12,560.05**(16.84 int)

April Real Estate Tax-**\$45,903.12**  
April Earned Income Tax-**\$2,716.57**  
April LST Tax-**\$1,065.87**

Police/Fire Committee- None to report.

Building Committee/Health & Sanitation-None to report.

Streets/Park Committee- None to report.

Ordinance Committee- Council will be making changes to the Food Truck and Traffic Ordinance.

Grants Committee- None to report.

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#### **WATER AUTHORITY BUSINESS**

President Tarantella informed Council that they are still waiting on the merge with South Renovo. The state wants to continue to lease the reservoir to South Renovo so that will have to be worked out between the boroughs.

The Water Authority is putting in a grant with PennVest to replace the remainder of water lines in the Renovo Borough. After this is completed, the borough will seek funding to resurface the roadways.

#### **UNFINISHED BUSINESS**

**A motion was made by J. Simon and seconded by K. Serafini-Brooks to approve the IT Contract as presented between Steve Murgas and the Renovo Borough Police Department with services provided at \$850 per month for the remainder of the year. A voice vote was taken, motion passed unanimously.**

#### **NEW BUSINESS**

Council discussed mechanical issues with the 2014 Dodge Charger. The borough received a quote from K&L of \$6163.55 to address these issues but once they get into the engine other repairs may be needed. Council has already spent over \$5000 in repairs the past four years to the Charger. The borough can apply for a new police vehicle through USDA but will not be able to apply until 2025 due to getting a new truck in 2024. Chief Drollinger talked to other mechanics that stated that there is no guarantee how long the vehicle will last without the repairs. It could be a couple months or a year. Council came to the consensus to wait and see how long the car lasts. The police officers can run the charger once or twice a week and run the police SUV more until a new police vehicle can be purchased.

**A motion was made by K. Serafini-Brooks and seconded by P. Rauch to approve the 2024 Lecce Electric Traffic Signal Maintenance Plan. A voice vote was taken, motion was passed unanimously.**

**A motion was made by P. Rauch and seconded by K. Serafini-Brooks to approve the Kiwana's from Mill Hall putting a Little Red Library at the 16<sup>th</sup> Street Park to be erected and maintained by the Kiwanis Club. A voice vote was taken, motion passed unanimously.**

Council instructed the Assistant Secretary/Treasurer to put the EMS Proclamation that Mayor Bruno read on the Renovo Borough website.

**A motion was made by P. Rauch and seconded by D. Knauff to approve the recommendation from KCSO to hire Lilian Sporny and Cheyanne Casper for the summer recreation program at 16<sup>th</sup> Street Park beginning June 17, 2024 to August 9, 2024. A voice vote was taken, motion passed unanimously.**

**A motion was made by J. Simon and seconded by K. Serafini-Brooks to bid out the Laurel Street CDBG paving project with bids to be opened at a special meeting to be held on May 29, 2024 at 6:00 pm. A voice vote was taken, motion passed unanimously.**

Council discussed the Zoning Ordinance that they revised but have not adopted. Council will send it to the Planning Department for review and then to Solicitor Stuart Hall to begin the adoption process.

**A motion was made by K. Serafini-Brooks and seconded by D. Knauff to approve a 60-minute timed parking space for Steve Murgas at 135 5<sup>th</sup> Street for his new business location. A voice vote was taken, motion passed unanimously.**

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**A motion was made by D. Knauff and seconded by J. Simon to advertise to amend the Traffic Ordinance to include the 60-minute timed parking space for 135 5<sup>th</sup> Street. A voice vote was taken, motion passed unanimously.**

**A motion was made by K. Serafini-Brooks and seconded by D. Knauff to approve the handicap parking space for the rear of 308 Huron Avenue on Champlain Avenue on Chief Drollinger's recommendation. A voice vote was taken, motion passed unanimously.**

Council went into a lengthy discussion concerning amendments to the Food Truck Ordinance. Chief Drollinger suggested the changes to make the Ordinance enforceable and in line with other municipalities.

**A motion was made by K. Serafini-Brooks to reflect changes to the Food Truck Ordinance to include the following requirements: Department of Agriculture Mobile License and Certified Food Protection Manager-Food Safety Certification Course by an accredited ANAB-ANSI vendor with a \$100 annual fee. Motion died due to lack of second.**

**A motion was made by J. Simon and seconded by D. Knauff to reflect changes to the Food Truck Ordinance to include the following requirements: Department of Agriculture Mobile License and Certified Food Protection Manager-Food Safety Certification Course by an accredited ANAB-ANSI vendor with a \$500 annual fee to be prorated monthly. A roll call vote was taken with three (3) yes votes from D. Knauff, P. Rauch and J. Simon and two (2) no votes from K. Serafini-Brooks and A. Tarantella. Motion passed.**

#### **EXECUTIVE SESSION**

Council went into Executive Session for personnel issues at 8:43 pm and returned at 9:00 pm.

**A motion was made by J. Simon and seconded by P. Rauch to take Officer Knarr off a one-year probation and make him a regular employee. A voice vote was taken, motion passed unanimously.**

Council discussed the sidewalk repairs that have not been done yet on 5<sup>th</sup> and Ontario Avenue. Council had approved Ross Construction to complete the repairs but they still have not been completed. Council instructed the Assistant Secretary/Treasurer to tell Street Supervisor Vinnie Tarantella to complete these repairs in a timely manner.

**A motion was made by K. Serafini-Brooks and seconded by P. Rauch to adjourn the meeting at 9:04 pm. A voice vote was taken, motion passed unanimously.**

ATTEST: Marsha Davis, Assistant Secretary/Treasurer  
Renovo Borough Council

