

Renovo Borough Council
128 5th Street, Renovo, PA 17764
November 9, 2022

The monthly meeting of the Renovo Borough Council was held on this date starting at 6:00 pm in Council Chambers, 128 5th 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; William Fornwalt III, Patricia Rauch, Kristy Serafini-Brooks (left at 8:10 pm) and John Simon. Also in attendance were Mayor Gene Bruno and Secretary/Treasurer Marsha Davis.
Absent: Rhonda Balchun, David Knauff

PREVIOUS MINUTES

A motion was made by P. Rauch and seconded by K. Serafini-Brooks to accept the minutes as written for the October 12, 2022 regular meeting. A voice vote was taken, motion passed unanimously.

BILLS

Administration-\$17,868.51/Building-\$681.76/Fire-\$0/Parks-\$169.64/Police-\$2677.39/
Streets-\$7880.43.

A motion was made by W. Fornwalt III and seconded by J. Simon to pay the bills presented if the money is available. A voice vote was taken, motion passed unanimously.

GALLERY

Devin Demarte asked Council if it would be okay to put lights up at the Little League field if the Renovo Youth Baseball Association funded the project through a grant and fundraisers.

A motion was made by P. Rauch and seconded by K. Serafini-Brooks to allow the Renovo Youth Baseball Association to put lights up at the Little League field in East Renovo at no cost to the Renovo Borough. A voice vote was taken, motion passed unanimously.

Devin Demarte of Demarte Construction asked Council if he could install a "No Parking, Loading Zone" sign to prevent parking in front of his storage building as he loads and unloads supplies at 436 Erie Avenue.

A motion was made by K. Serafini-Brooks and seconded by P. Rauch to allow Devin Demarte to install a "No Parking, Loading Zone" sign at his place of business at 436 Erie Avenue at no cost to the Renovo Borough. A voice vote was taken, motion passed unanimously.

Roger Hoy of Hoy Inspection Services, LLC spoke to Council on vacated and repository properties. He had a meeting with Solicitor Stuart Hall on how to proceed with these properties. The Renovo Borough needs to update the International Maintenance Property Code from the 2015 version to the 2021 version. He recommends that we adopt the new version by the beginning of 2023. He has four properties that need to go to the magistrate. Council and Mr. Hoy went into a lengthy discussion about several unsafe properties within the borough.

A motion was made W. Fornwalt III and seconded by J. Simon to allow Roger Hoy to file charges at the Magistrate for four unsafe properties within the borough. A voice vote was taken, motion passed unanimously.

Officer Drollinger presented to Council information on a new police printer needed for the office. He provided quotes that he received. The most cost-effective quote was from Willits Copiers for \$699. They would come in and set it up and provide quarterly maintenance to include any toner replacement for \$124 a quarter. If toner replacement is not needed then most likely the quarterly maintenance fee would be reduced. This printer is slightly used so it is a good price.

A motion was made by K. Serafini-Brooks and seconded by P. Rauch to approve the purchase of a Kyocera printer from Willits Copier, Inc. for \$699 plus the yearly maintenance plan for a cost of \$1195. A voice vote was taken, motion passed unanimously.

Officer Drollinger explained to Council how the county will stop the storage of record management and is putting it back on each police department. The department will need to set up a networking system with a new server. Officer Drollinger went into a lengthy discussion about switching from the Cody System for police reporting to the Informant System which is much more user friendly. He provided a quote from Murgas LLC to set up the server, networking, policy research and consulting for a one-time fee of \$8500. Cody will charge

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\$2500 to transfer the reports from their system to the Informant System. Informant will have to take that information and make it fit into their reporting system. They will charge a fee also for this which Officer Drollinger doesn't believe will be more than \$2500. These fees will all be one-time fees to switch reporting systems. Whether Council decides to stay with Cody or switch to Informant the borough will still need to set up a networking system for storage and will still pay a yearly fee to either reporting system of approximately \$3000 for Cody and \$2880 for Informant for 2023. Officer Drollinger will also be providing a new Policies & Procedures book that he helped to write for a past department that took him over a year to complete. The book has been approved by other associations but he needs to update to make current for 2022 as policies are continuously changing.

A motion was made by K. Serafini-Brooks and seconded by P. Rauch to approve the invoice of \$8500 from Murgas LLC for the setup of the operating system and server for record backup with research into policy and procedure compliance for the system. A voice vote was taken, motion passed unanimously.

A motion was made by P. Rauch and seconded by W. Fornwalt III to switch to the Informant System at a cost of \$2880 for 2023 and to have Cody extract the records for use by Informant for a fee of \$2500. A voice vote was taken, motion passed unanimously.

Council went into Executive Session at 7:03 pm for Personnel Issues.

Executive session ended at 8:02 pm.

A motion was made by K. Serafini-Brooks and seconded by J. Simon to hire police applicant Xavier Becker as a part-time officer up to 25 hours a week at \$22 an hour with a hire date of November 21, 2022 with the conditional offer pending certifications and the signing of a 36-month contract for reimbursement of his startup costs if he leaves employment with Renovo Borough within the 36-month period. A voice vote was taken, motion passed unanimously.

A motion was made by J. Simon and seconded by W. Fornwalt III to hire Assistant Secretary/Treasurer applicant Ashley Sporny up to 20 hours a week at \$15 an hour beginning December 5, 2022. A voice vote was taken, motion passed unanimously.

A motion was made by W. Fornwalt III and seconded by P. Rauch to reduce Ordinance Officer David Walker's hours to ten (10) per week starting November 21, 2022 until April 1, 2023 at which time he will return to fifteen (15) hours per week. A voice vote was taken, motion passed unanimously.

Kristy Serafini-Brooks left at this time. (8:10 pm).

MONTHLY CORRESPONDENCE

Hoy Inspection Service LLC sent Council the monthly report for October 2022.

Girard Pension Services, LLC provided Council with the 3rd Quarter Statement of Account for the Uniform Pension Plan. An invoice of \$2277.90 was provided that was paid out of plan assets.

The Central Mountain ATV Association, Inc. is requesting a letter of support and the use of borough streets for the June 10, 2023 Cruise for a Cure Fundraiser. They are applying for PADOT permitting and will need this letter from the borough for their application.

The Department of Community and Economic Development sent Council information to the boundary change reporting processes recently amended through the Act 41 of 2022.

Solicitor Stuart Hall provided Council with a copy of Judge Salisbury's Order filed October 13, 2022 that appellant Jenean Mace has waived all issues for appeal purposes concerning 163 14th Street.

Solicitor Stuart Hall provided Council with a letter from the law offices of RobertsMiceli, LLP pertaining to a blighted property at 224 St. Clair Avenue in Renovo.

The Clinton County Conservation District notified Council that they will not be able to fund the Brewery Lane stream bank repairs. However, the Department of Environmental Protection may have emergency fund repairs. They will be meeting with conservation district staff on November 16, 2022 at 11:15 am. A representative from the borough is welcome to attend.

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The WCCMA informed Council that the term of office for Board member Sue Cannon will expire the first Monday of January, 2023. The Authority requests her appointment for a another five (5) year term of office.

The WCCMA notified Council that the 2021 financial audit is available for review in the Authority office.

Sheri Whipp, Assistant Secretary/Treasurer, provided Council with a letter of resignation effective November 8, 2022.

Joe Marino of Marino Construction provided Council with a letter asking for a "No Parking, Loading Zone" sign in front of his property on 4th Street. He loads and unloads supplies into his garage for his construction business.

The Renovo Borough Water Authority sent Council the minutes from the September 20, 2022 meeting.

The WCCMA sent Council the minutes from the October 5 and October 19, 2022 meetings.

MAYORS REPORT

The Mayor reported a problem with a broken sewer line with a property in the borough and will get in touch with the sewage authority to see how to proceed.

COMMITTEE REPORTS

Administration-Council received a report of account balances. J. Simon reported that the Committee interviewed three applicants for the position of Assistant Secretary/Treasurer.

General Fund Checking- **\$100,344.69** (after payment of bills)

General Fund Street Maintenance Saving- **\$200.60** (\$.09 int)

Highway Aid Checking- **\$8193.60**

Highway Aid Savings- **\$56,945.39** (\$26.23 in)

Retirement Fund- **\$9345.29**

PennDOT Projects Account-**\$50.43** (.02 int)

ARPA Covid Relief Grant-**\$126,542.06** (\$2.15 int)

Trail Development Grant-**\$20,000.61** (.61 int)

October Real Estate Tax-**\$6157.12**

October Delinquent Tax-**\$16,178.06**

October Earned Income Tax-**\$2882.54**

October LST Tax-**\$1136.49**

Police/Fire Committee-P. Rauch is checking on the UCR reports to make sure all funds are released.

Building Committee/Health & Sanitation-Nothing to report.

Streets/Park Committee- Nothing to report.

Ordinance Committee- Nothing to report.

Grants Committee-The borough did not receive the Dirt & Gravel grant for gabion baskets at Brewery Run but there is possibly another grant will be available through the Department of Environmental Protection. A meeting will be held at the site on November 16 at 11:15 am.

WATER AUTHORITY BUSINESS

Nothing to report.

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by J. Simon and seconded by W. Fornwalt III to advertise the 2023 proposed budget for adoption at the December 14, 2022 regular meeting. A voice vote was taken, motion passed unanimously.

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A motion was made W. Fornwalt III and seconded by J. Simon to adopt Resolution 14- 2022 amending the Local Tax Collection Law per Act 57 of 2022. A voice vote was taken, motion passed unanimously.

A motion was W. Fornwalt III and seconded by J. Simon to adopt Resolution 15-2022 appointing a new financial planner for the borough's non-uniform pension plan. A voice vote was taken, motion passed unanimously.

A motion was made by P Rauch and seconded by J. Simon to sign the police service agreement with Chapman Township for 2023 for the amount of \$24,500. A voice vote was taken, motion passed unanimously.

A motion was made by P. Rauch and seconded by W. Fornwalt III to send a letter of support and to permit temporary closing of a small section of borough roads for the Cruise for a Cure fundraiser to be held on June 10, 2023. A voice vote was taken, motion passed unanimously.

A motion was made by J. Simon and seconded by W. Fornwalt III to appoint Sue Cannon to another five (5) year term of service to the Western Clinton County Municipal Authority beginning the first Monday of January, 2023. A voice vote was taken, motion passed unanimously.

A motion was made by P. Rauch and seconded by W. Fornwalt III to accept the resignation of Assistant Secretary/Treasurer Sheri Whipp effective November 8, 2022. A voice vote was taken, motion passed unanimously.

A motion was made by J. Simon and seconded by W. Fornwalt III to move \$24,000 to the Street Maintenance Savings for future street projects, \$10,000 to street equipment and \$10,000 to engineering from the police budget. A voice vote was taken, motion passed unanimously.

A motion was made by P. Rauch and J. Simon to update the International Property Maintenance Code from the 2015 version to the 2021 version. A voice vote was taken, motion passed unanimously.

A motion was made by P. Rauch and seconded by J. Simon to purchase a leaf vacuum for the streets department up to \$1600. A voice vote was taken, motion passed unanimously.

A motion was made by P. Rauch and seconded by W. Fornwalt III to purchase solar lights for the 16th Street welcome sign up to \$200. A voice vote was taken, motion passed unanimously.

A motion was made by W. Fornwalt III and seconded by J. Simon to purchase playground equipment up to \$4000. A voice vote was taken, motion passed unanimously.

A motion was made by P. Rauch and seconded by W. Fornwalt III to add Officer Drollinger to the Renovo Borough credit card in the amount of \$500. A voice vote was taken, motion passed unanimously.

A motion was made by P. Rauch and seconded by W. Fornwalt III to allow Joe Marino to install a "No Parking, Loading Zone" sign at his storage garage on 4th Street at no cost to the Renovo Borough. A voice vote was taken, motion passed unanimously

A motion was made by P. Rauch and seconded by W. Fornwalt III to adjourn the meeting at 8:48 pm. A voice vote was taken, motion passed unanimously.

**ATTEST: Marsha Davis, Secretary/Treasurer
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