

**BOROUGH OF LAWRENCEVILLE
REGULAR MEETING
AUGUST 1, 2005**

CALL TO ORDER

President Marian Russell called the Regular Meeting of the Lawrenceville Borough Council to order at 7:00 PM with the Pledge of Allegiance.

ROLL CALL

Council Members:

Ed Lockhart
Mildred Bliss
Melvin Davis
Steven Hepfer
Marian Russell
Brad Robinson

Chief of Police:

Walt Beach

Mayor:

Bryce Taft

Secretary:

Judy Woythal

Visitors:

Shawn Forrest
Karen Flynn
Theresa Lockhart
Donna Blend
Dave Abramson
Bill Dincher
Wayne Hopper

Jeff Kyle
Fern Deming
Virginia Deming
Maynard Congdon
Mary Congdon
Tom Rotsell

APPROVAL OF MINUTES

Melvin Davis made a Motion to approve the minutes of July 5, 2005, seconded by Steve Hepfer. All members present voted yea.

PUBLIC PRESENTATIONS

Shawn Forest of the Mansfield Code Administration spoke about the Ordinance for Accessory Buildings. Shawn stated that even if we already had an Ordinance prior to July 1, 1999, we still are required to follow the state procedure to change the square footage size. The procedure is as follows: Receive the approval from Labor & Industry; hold a Public Hearing and then Adopt the Ordinance. The Ordinance would be effective 35 days after it is adopted.

Marian Russell stated that the Council was looking into adopting an Assessment Ordinance requiring a building permit for any 256 square feet or less. Shawn Forrest stated that we could hold both hearings the same night as long as we opened one hearing closed it and then opened the 2nd hearing and closed it. The Council has scheduled a Public Hearing regarding the Accessory Building Ordinance for September 6, 2005 at 6:30 PM at the Lawrenceville Fire Hall.

Shawn Forrest spoke about Rental Ordinances. He stated that Mansfield has had one in effect for about 10 years and the quality of the property has changed for the better. The Ordinance covers ventilation, lighting, electrical and safety issues. The property maintenance requires 2 electrical outlets in each room, GFI outlets near the sinks and smoke detectors. The minimum service required is 60 AMP. Shawn stated that the State Law does not allow inspectors inside an owner occupied home. Mansfield charges \$25 per rental unit per year and the inspection is on a 4 year cycle because they have 600 rental units.

Tom Rotsell questioned if this Ordinance has some control over the residents. Shawn Forrest stated that the Property Maintenance Code does require the tenant to keep the place clean, but if they do not, then the responsibility falls back on the Landlord. The Code does give the landlord more control to require the tenants to be clean.

Mildred Bliss asked, who would do the inspections? Shawn Forrest stated that we could have our own Code Enforcer do the inspections, but he must be a Certified Inspector, or we could hire Mansfield to do it. The money collected for the inspection would be used to pay the Inspector fee.

Jeff Kyle of DGK Insurance presented his renewal proposal. He questioned the value of the contents at the Library and if it should be raised. The current coverage is \$27,000. Karen Flynn will get back to the borough secretary with a value amount. Jeff Kyle stated that the replacement costs are adjusted each year on the policy.

Brad Robinson questioned the value on the garage as being too low and a value on the contents needs to be established. Brad stated that the Ball Field Building also should be insured. The contents value of the Borough Office needs to be determined.

Jeff Kyle stated that the workers compensation went down and the total policy went down a little. The premium is set up on a payment plan.

Dave Abramson inquired about the status of his building variance. Marian Russell stated that the information was given to the Zoning Board for a decision and that Janet Beach (who is now the Chairman of the Zoning Board Committee) would be sending him a letter.

Tom Rotsell expressed his concern that the Borough Council did not understand fully what the Fire Department was asking regarding the vacant lot. Tom stated that if the Borough gave the Fire Department the vacant lot, the Fire Department would improve the lot and give the Borough Life use. Tom also stated that, if for some reason the Fire Department dissolved, the property would be given back to the Borough. Marian Russell stated that the Borough understood, but no action would be taken on this until after the Borough Office Building project was completed. If the Borough decides to keep the lot, then Tom Rotsell asked if the 10 feet of parking lot could be finished off, so the Fire Department could use it.

Karen Flynn asked Tom Rotsell what became of the Weight Limit sign that was near the Fire Hall. Tom stated that it was near the dumpster, but is missing now. Tom will check with the other firemen about the whereabouts of the sign.

Maynard Congdon spoke about working on building the dikes on the Tioga River. He stated that the river was dredged and the dike was built in 1947. He stated also that Ed Bradshaw worked on this project and that he thought the Lawrenceville Borough had borrowed money from a bank or somewhere else to do the dikes.

Steve Hepfer stated that he had asked the inspector of the dike on the Tioga River if he had any information on the State Street dike. The inspector said that he did not have any information on that dike and was only required to inspect the Tioga River dike.

Bill Dincher stated that there are outboard motors still in the yard of a residence on Cowanesque Street and have been there since the Mile Long Sale on July 8th and 9th. Bill questions that the resident is in violation of the transient business and junk ordinances. The Council discussed who was to enforce the ordinance: the police department or the zoning/code enforcer. The Personnel Committee will meet to discuss the procedure on how to handle these matters.

COMMUNICATIONS

Communications were reviewed.

TREASURER'S REPORT

A Motion to accept the treasurer's report was made by Steve Hepfer, seconded by Mildred Bliss. All members present voted yea.

PAYMENT OF BILLS

A Motion to pay the bills was made by Brad Robinson, seconded by Ed Lockhart. All members present voted yea.

MAYOR'S REPORT

Bryce Taft read the Police Report.

Walt Beach stated that the majority of complaints he receives is for Juvenile Mischief.

COMMITTEE REPORTS

A. LIBRARY- Mildred Bliss stated that Kayla Peterson needs to buy a ribbon for the library typewriter. The Council stated she should notify the borough secretary of the items she needs.

B. BUILDING ENFORCEMENT/ZONING OFFICER-NO REPORT

Tom Radcliffe was unable to attend the meeting.

C. PUBLIC WORKS: STREETS AND DIKES

Steve Hepfer stated that he had met with the Amy Corp. of Engineers Inspector in regards to the inspection of the dikes. The Inspector suggested that Steve speak with other Boroughs about their dikes. The Inspector stated that our most urgent need is to handle the rodent problem on the dikes. Steve will meet with the dike committee and contact Elkland about rodent control. The Borough will receive a written inspection report in 2 months.

The Council received a quote for mowing on the dikes from Harry Kittle for the year of 2005 in the amount of \$ 5500. The Council discussed the fact that the Borough had purchased a tractor and mower and had increased the hours for the maintenance employee, so the Borough would save money on mowing. It appears that a lot of the area on the dike needs to be mowed by hand, since it is not safe for a tractor. Walt Beach suggested that the dike be sprayed in the areas that are hard to mow. The Borough would have to require the employee to be licensed to spray. The Dike Committee will meet to discuss this.

The Council discussed having Fisher Construction fix the pot holes in the streets. The quote from Fisher Construction was for tack coating the pot holes in the Borough Streets for the amount of \$3,999. Steve Hepfer stated that a contract with a start and finish date should be drawn up. Steve Hepfer made a Motion to approve Fisher Construction to fix the potholes in all the Borough Streets for the amount of \$3,999, seconded by Melvin Davis. All members present voted yea.

Marian Russell reported that the Street Committee had a meeting to discuss the quotes for the engineering study. Steve Hepfer stated that Hunt Engineers quote was \$5,200 plus other charges of \$320 and Larson Designs quote was \$16,100. Steve Hepfer made a Motion to approve Hunt Engineers for the Engineering Study, seconded by Ed Lockhart. All Members present voted yea.

Melvin Davis will check the inventory on the cinders and let the Borough Secretary know how much to order. The Borough has not received any more information on joining other Boroughs in cinder purchases.

Marian Russell stated that the drains need to be cleaned out on State Street. Melvin Davis will work with Al Beach on the drain cleaning. Melvin Davis asked about putting in a drain in the office driveway, there is a big collection of water after a rainfall. The Council discussed installing the extra drain unit the Borough has, as a temporary fix, until the driveway is paved. Melvin Davis will contact Dennis Deats to install it.

D. NEW BUILDING

Ed Lockhart reported he has the Ramp drawing for the Bid. The bid can be advertised and opened at the September meeting, but the award of the bid will be announced only after the Borough has received the go ahead from Tioga County Development Block Grant Director, Mike Egan. Karen Flynn stated that she would

like to tear down the old deck and take the old lumber. The Council stated that she would not be able to tear it down, due to safety reasons.

Ed Lockhart stated that his son has a table and 4 chairs for sale for \$100, which could be used in the small meeting room at the Borough Office. Mildred Bliss made a Motion to purchase the table and chairs for \$100, seconded by Melvin Davis. All members present voted yea. The couch and loveseat that is in the office building will be advertised for \$100 for the set.

Marian Russell stated that the building committee will be working on getting prices on the driveway, central air and remodeling the downstairs. The Council is unable to hold the monthly meeting in the new office building until the downstairs is finished off. The downstairs will be divided in to two storage room and a meeting room. Marian Russell has spoken with the school and there may be students available for community service for this project.

The Council received a quote for repainting of the 3 Lawrenceville Welcome Signs from Signs by Roger Hopper for the amount of \$450. Mildred Bliss made a Motion to have the signs painted by Roger Hopper for the amount of \$450, seconded by Melvin Davis. All members present voted yea.

The Council stated that Tom Radcliffe will start digging out for the office building sidewalk on August 12th and work on the sidewalk on August 15th and August 16th.

E. PUBLIC SAFETY

The Council discussed the quote from Huffman's Office Equipment for a Hon Desk for the Police Department for \$ 836. Ed Lockhart stated that he had a desk that could be purchased for the police department at a lower cost. The issue of Conflict of interest was discussed. Steve Hepfer made a Motion to approve Walt Beach to order the Hon Desk from Huffman's Office equipment, there was No Second. Marian Russell made the suggestion that a Motion be made to authorize the Finance Committee to decide on a price allowed for the desk purchase. Mildred Bliss asked for Steve Hepfer to make his Motion again. Steve Hepfer made the Motion to approve Walt Beach to order the Hon Desk from Huffman's Office equipment, seconded by Millie. Roll call vote was taken, Steve Hepfer-Yes, Melvin Davis-Yes, Mildred Bliss-Yes, Ed Lockhart-No, Marian Russell-No. Brad Robinson was not present, he had left the meeting earlier.

Walt Beach stated he received notice that the Second Chance Bullet Proof Vests will not hold up to the standard required. He is requesting the approval to order two new bullet proof vests in the price range of \$800 to \$1000. There is a lawsuit against Second Chance, which may result in reimbursement sometime after September 9th. Steve Hepfer made a Motion to approve the purchase of two new bullet proof vests, seconded by Melvin Davis. All members present voted yea.

Walt Beach reported that the radio system needs to be replaced due to the change from low band to high band. The cost of the new equipment would approximately be \$915 for the base, \$785 for each of the two portable radios, the antenna and spare batteries would be extra. The County is applying for an \$800 Grant for a \$1600 Laptop computer for which the Borough would have to pay the other \$800. The cost of Verizon Internet would be \$48.60 per month and Verizon also offers cell phone service. Walt Beach also stated that a new high band pager would be needed. The new high band will start in September 2005 and the low band will be eventually phased out. Steve Hepfer suggested to Walt Beach to meet with the Police Committee about the new high band plan.

F. PERSONNEL AND APPOINTMENT

Mildred Bliss made a Motion to approve Don Stewart to another term on the Water Authority Board, seconded by Ed Lockhart. All members present voted yea. The Council stated that a member is needed for the Planning Commission and that a member is also needed for the Lower Tioga River Valley (LTRV) Planning Commission.

UNFINISHED BUSINESS

Marian Russell stated that next month the Recodification review will begin. Council members, library and police department will be given sections to review.

Rental property inspection ordinance will be tabled until the next meeting.

The Council discussed purchasing levee signs and stop signs. The stop signs are required to be high intensity and the levee signs can be engineering grade. The cost of high intensity is \$60 more than engineering grade and will last 20 to 25 years compared to 7 years on the engineering grade. Steve Hepfer made a Motion to purchase only the stop signs, which would be paid out of the liquid fuels account, seconded by Melvin Davis. All members present voted yea.

NEW BUSINESS

The Council discussed the proposal of an Assessment Ordinance to require Permits for all buildings 256 square feet or less for assessment and zoning purpose. Steve Hepfer stated that more discussion needs to be done before a decision can be made. The Council decided to table this until the next meeting.

Steve Hepfer made a Motion to adjourn at 9:55 PM, seconded by Ed Lockhart. All members present voted yea.

Minutes were recorded & printed by: Judy Woythal, Secretary