

May 2018 Lanesboro Council Meeting Minutes

Pledge of Allegiance

Roll Call: D. Boughton, D. Glidden, D. Rockwell, T. Nitterour, S. Bixby

Absent: S. Bixby

Also in attendance: Mayor Chris Maby, Chief Jim Smith

1. Action on April, 2018 meeting minutes: Motion by Dale, 2nd by Tom to approve as presented. Unanimous.
2. Correspondence, Resolutions, and Ordinances:
 - a. Tri-Boro Contract – tabled until next month. Chris Herbert will attend meeting to explain the cost increase. It appears that council anticipated the increase as the 2018 budget reflects the proposed amount.
 - b. PEMA will be providing a certificate to Lanesboro for its flood resiliency in the buyout program. Someone from the County will present it to us. A small press release should be developed.
 - c. Tr-Boro sewage report – presented and attached for filing.
3. Police: Chief Smith presented summary of April activities. Copy attached for filing.
4. Secretary Position – advertised on Facebook and Website. Two people interested. Executive session needed. Following the executive session, motion made by Dale, 2nd by Tom to offer the position to Kaylin Gordo. Initial salary shall be \$13/hr, with an increase to \$15 following a successful completion of a 90-day probationary period. Initial hours shall be no more than 8 hours per month. Maby to contact Ms. Gordon regarding the position.
5. Ventressca Associates Financial report – presented and attached for filing
6. Visitors: Amanda Cook and Lisa Butts, both only attending. No comments.
7. Streets:
 - a. CDBG sidewalk project – Maby presented a series of colored plans showing the layout and limits of anticipated work. Curb and sidewalk will extend from the bridge over the Starrucca Creek to Ray Barnes' driveway on the west side, and from the bridge to just beyond Lesko's on the east side. The sidewalk will continue on the east side, without curbing, from Lesko's to the Tiny Tutz driveway. Curb and sidewalk will also go up Depot St. On the south side, it will extend from N. Main to Luciana Park. On the north side, it will extend from N. Main to the driveway for the house on the corner. Several utility poles will need to be relocated on N. Main St and will be the critical path for getting this project out to bid this summer. Maby anticipates there being several resolutions that will need to be passed next month regarding electronic signing authority for construction expenditures on the PennDOT website. Information on this will be shared with council in advance of the meeting so they can review and better understand the process.
 - b. Grand St – repairs need to be made immediately. If Wayco cannot do it or is not interested in participating, council authorized Maby to speak with Harmony Township. Need a price from Harmony Township to authorize prior to work starting.

8. Parks & recreation
 - a. Topsoil and boulders at Community Center – Dale will follow up with Chris Miller. Chief Smith will call about getting boulders placed.
 - b. Mowing – council approved same mowing as last year. J. Maby and Dan will split the work with Dan mowing the 2 parcels by his residence and Jim mowing the remainder.
 - c. Leasing of FEMA properties – Maby will update everyone next month. He has not yet spoken with Myron's office about this.
 - d. Edna Lake's family donated a picnic table to the borough. Dan placed it in Luciana Park near the information kiosk.
9. Sewer:
 - a. AWK lawsuit counteroffer – nothing to report
10. Community Center – 3 rentals, 2 upcoming, several no-cost meetings also scheduled.
11. Website/Facebook Page: nothing to report.
12. New Business:
 - a. Chief Smith asked to investigate excessive amounts of garbage bags stockpiled behind the house. It is unknown what is in them.
 - b. Dan attended the ribbon cutting for the tire cleanup on Depot St. The DEP representative on site noted that the tires were likely placed long ago as a stream / bank stabilization measure.
 - c. Council passed a resolution with Motion by Dan, 2nd by David, authorizing Tax Collector to charge for copies of tax bills. Copies are requested by banks, lawyers, etc. at various times throughout the year. The rates Lanesboro will be charging match what Harmony Township uses. Motion unanimously carried. Copy of the resolution is attached.
13. Motion for adjournment: Motion by Dale, 2nd by Dave to adjourn. Unanimously carried.

TRI-BORO
MUNICIPAL AUTHORITY

Office: 83 Erie Boulevard - Phone: (570) 853-4719
Plant: 301 Exchange Street - Phone: (570) 853-4206
SUSQUEHANNA, PA. 18847

May 3, 2018

Lanesboro Council
PO Box 214
Susquehanna, Pa. 18847

Re: April 2018 Collection System Report

Dear Council Members:

This report covers the time from 4/1/18 to 4/30/18. During this time the pump and lift stations were checked 4 times. On the 17th we checked the three grinder pumps.

Based on the flow meter at the pump station the total flow for the period of 4/03 to 4/24 was 821,222 gallons, the average daily flow was 29,329 gallons. Based on the total hours the pumps ran at the pump station was 994,845 gallons for this period with the estimated daily flow of 35,503 gallons.

Attached is the pump and lift station data. If there are any questions please contact me.

Sincerely
Joseph F Schell

LANESBORO PUMP AND LIFT STATION MONTHLY DATA

APRIL

2018

Date Checked	Pump Station		Lift Station		Days	Metered Flow		Estimated Flow ***	
	Hrs. Ran	Meter	Hrs. Ran	Meter		Gallons	gpd	Gallons	gpd
04/03/2018	79967877				7	205,971	29,424	247,423	35,346
	Pump #1hrs	6668.8	7213.7						
	Pump #2hrs	7333.3	679.4						
04/10/2018	80179404				7	211,527	30,218	257,732	36,819
	Pump #1	6673.1	7216.6						
	Pump #2	7339	682.3						
04/17/2018	80382881				7	203,477	29,088	247,423	35,346
	Pump #1	6677.2	7219.1						
	Pump #2	7344.5	684.7						
04/24/2018	80583128				7	200,247	28,607	242,268	34,610
	Pump #1	6681.4	7221.7						
	Pump #2	7349.7	686.5						
	Flow				0	0	0	0	0
	Pump #1	0							
	Pump #2	0							
	Total Days	28							
			Metered Total Flow (Gallons)				=	821,222	
			Metered Average Daily Flow (gpd)				=	29,329	
			Estimated Total Flow (Gallons)				=	994,845	
			Estimated Average Daily Flow (gpd)				=	35,530	

*** Estimated Flow is based on the total hours at the pump station at an average pumping rate of 429.55 gallons per minute.

Lanesboro Police

From: Erin Jenner [erin@angelov.com]
Sent: Tuesday, May 08, 2018 4:28 PM
To: Lanesboro Police
Subject: Account balances

Here is the information you requested. Please let the Council and Mayor know I will have all the accounts information for the next meeting it has taken me longer to get caught up from tax season, and I apologize for the delay.

General Fund \$5,875.57

Liquid Fuels \$16,813.55

Capital Reserve \$36,965.27

Thank you

Erin H. Jenner
Office Manager
Angelo Ventresca Associates, LLC
570-278-2721-Phone
570-278-4413-Fax

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Subject Lanesboro
From Stephanie DiFronzo <sdifronzo@susqco.com>,
To 'Lanesboro Boro' <lanesboromayor@echoes.net>,
Date 2018-04-13 10:51

Chris,

Congratulations this is the email that I was referring to. I'm sure someone within the Commissioner Office will be in contact with you soon to present this certificate once we receive it from PEMA.

Thank-you,

Stef

*Stephanie DiFronzo
Susquehanna County
Administrative Assistant/Grant Coordinator
31 Lake Avenue
Montrose, PA 18801
Tel: (570)278-4600 ext 4025*

From: Hughes, Thomas (PEMA) [<mailto:thughes@pa.gov>]
Sent: Tuesday, April 10, 2018 11:09 AM
To: rthatcher@susqco.com; HM-Susquehanna-Rachel R. Carrico <rcarrico@susqco.com>; HM-SusqCo-Stephanie DiFronzo <sdifronzo@susqco.com>
Cc: Wasko, Michael J <miwasko@pa.gov>; Camillocci, Anthony <acamillocc@pa.gov>; True, Breena <btrue@pa.gov>
Subject: Susquehanna County - HM Recognition Certificate - Lanesboro Borough

Robert/Rachel – PEMA Hazard Mitigation Division is sending you 1 certificate to be presented at your convenience for their acquisition/demolition hazard mitigation activities.

This is a recognition certificate for their hard work in their municipality to make it more resilient through the FEMA Hazard Mitigation Assistance (HMA) grant programs.

Would like to see if they could receive and post a picture in the local media for all the hard work the county has done in this area.

The signed certificate will be going out in the mail from PEMA tomorrow.

Any questions, give me a ring.

Bree – Please mail to:

Susquehanna County Emergency Management Agency
Attn: Robert Thatcher, Emergency Management Coordinator
County Office Building ,
81 Public Avenue
Montrose, PA 18801

Info for PEMA Eastern Area

Regards,

Thomas S. Hughes
PEMA State Hazard Mitigation Officer
Bureau of Recovery and Mitigation
Hazard Mitigation Division
PA Emergency Management Agency
1310 Elmerton Avenue | Hbg PA 17110
Desk Phone: 717.651.2726 | Fax: 717.651.2150
SMART Phone: 717-439-4302
E-mail: thughes@pa.gov

www.Ready.PA.gov

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APRIL , 2018

Total LPD Hours: 165 Call Out Hours: 0

Training Hours – 48 Updates training

Court Hours: 4 Contract Hours: 8 Thompson – Hrs. (billed: (05-07-18)

Incidents: 18 Other Hours: 130 -- SCHOOL HOURS
(Other than routine traffic)

Traffic Citations: 10 Traffic Warnings: 11

Arrests:

<u>DATE</u>	<u>TYPE</u>	
04-05-18	Harassment	(case closed)
04-12-18	Ordinance violation	(hauling garbage) Did not haul out.
04-12-18	DUI Arrest	(open case)
04-17-18	Criminal Mischief	(case closed) (zone 2)
04-19-18	Domestic dispute	(zone 2) (closed)
04-19-18	Burning Complaint	(was wood, papers and cardboard)
04-24-18	Atv complaint on roadway	(zone 2)
04-24-18	Criminal Mischief	(open case)
04-26-18	Harassment	(zone 2) (closed)
04-26-18	Burning investigation	(wet leaves and wood)
04-27-18	Disorderly Conduct	(open case)

Other:

04-06-18	Courtesy transport
04-06-18	Assist to Oakland PD
04-06-18	Escort to get property (court order)
04-13-18	Possible gun shots (unfounded)
04-24-18	Finger print defendant
04-26-18	Assist to Susq PD. PFA Arrest (In jail)
04-27-18	Assist to Susq Sheriff (arrest warrant)

(21) Traffic stops, (10) Citations Issued, (11) Warnings Given.

(14) Speeding Violations, (2) Inspection Violation, (1) Careless Driving Violation, (1) Texting Driving Violation, (3) equipment Violations.



BOROUGH OF LANESBORO...proudly serving Thompson Borough(s)

DEPARTMENT OF POLICE

"MONTHLY REPORT"

PO Box 214 Susquehanna, PA 18847

Phone: 570-853-2911 Fax: 570-853-4756 LanesboroPD@echoes.net

APRIL - 2018

Total hrs. = 8

Patrol Hours: 8

Call Out Hours:

Court Hours: ---

Other Hours

Traffic Arrests: 2

Traffic Warnings: 3

Crime Report:

<u>DATE</u>	<u>CHARGE</u>	<u>UCR Type</u>	<u>DESCRIBE (If applicable)</u>
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Other:
 04-12-18 Erratic driver complaint on Jackson Street.

- (5) Traffic Stops totaling: (2) Citations (3) Warnings
- (2) Speeding Violations,(1) Stop Sign Violation, (2) Equipment Violations.

Chief James Smith

Approved
5/8/18 @ the
council meeting

A RESOLUTION OF LANESBORO, SUSQUEHANNA COUNTY, PA ESTABLISHING FEES FOR RETURN CHECK CHARGES, SERVICE CHARGE FEES FOR TAX COLLECTOR CERTIFIED MAILINGS, ESTABLISHING SERVICE CHARGE FEES FOR TAX COLLECTOR CERTIFICATIONS AS TO THE PAYMENT STATUS OF REAL ESTATE TAXES.

WHEREAS, Lanesboro, through the Borough's elected Tax Collector, often receives payment of monies due by way of check,

WHEREAS, on occasion, those checks are drawn on closed accounts, accounts with insufficient funds, or otherwise in such a fashion that the checks are returned and not honored by the payer/bank;

WHEREAS, such activity results in a bank debit being assessed against Lanesboro Tax Collector bank account;

WHEREAS, the Lanesboro Tax Collector also is required on occasion to certify in writing the payment status of Borough real estate taxes levied upon the owners of Borough lands;

WHEREAS, Lanesboro desires to establish a reasonable service charge fee payable to the Borough Tax Collector for the preparation of such real estate tax certifications;

AND WHEREAS, Lanesboro, by and through its duly elected Borough Council, deems the fees or charges hereinafter mentioned to be fair and reasonable and necessary for the ongoing proper management, care and control of the collection of Borough taxes;

NOW THEREFORE, pursuant to the provisions of Borough Code, the Borough Council of Lanesboro at the regular meeting duly advertised and conducted on the 8th day of May 2018, does hereby establish and ordain as follows:

SECTION I: RETURN CHECK FEES

A. CHECKS PAYABLE TO THE TAX COLLECTOR OF LANESBORO

- Lanesboro hereby imposes a fee of \$35.00 per check returned by a payee bank and due to said banks failure to honor and pay to the Lanesboro Tax Collector the amount of such check. The fee detailed herein shall be assessed against the person, firm, or corporation issuing such check and as a result of the PAYEE banks failure to pay the same.
- The \$35.00 fee detailed above, shall be set from time to time, by Resolution in the event the Borough determines a need to alter fees as initially established.
- The fee for dishonored check payable hereunder shall be paid to the Lanesboro Tax Collector directly;

SECTION II: SERVICE CHARGE FOR TAX COLLECTOR WRITTEN, COPIES AND/OR ORAL TAX CERTIFICATION OF TAX PAYMENTS AND TAX BILLS FOR PROPERTY AND PERSONS SITUATED IN LANESBORO.

- A. Lanesboro hereby imposes a service fee of (up to) \$15.00 per certification or duplicate billing for mortgage company from the Borough Tax Collector verifying the payment status of real estate taxes levied upon the owners of Borough reality.
- B. The service fee mentioned above shall be payable to the Lanesboro Tax Collector

C. The service fee mentioned above shall be set from time to time, by Resolution, in the event the Borough determines a need to alter the fee as initially established.

SECTION III: EFFECTIVE DATE

This ordinance shall become effective five (5) days after its adoption.

ENACTED AND ORDAINED as an Ordinance of Lanesboro this **8th day of May 2018.**