

**MINUTES OF A REGULAR MEETING
OF GREENVILLE BOROUGH COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON TUESDAY, MARCH 11, 2008 at 6:30 p.m.**

- 1. Call to Order** Council President Longiotti called the meeting to order at 6:30 p.m.

- 2. Invocation:** Pastor Jim Chapin, Living Word Christian Center
Flag Salute

- 3. Roll Call:** Pete Longiotti, Council President
Pamela Auchter, Vice President
David Henderson, Councilor
Henry Mueller, Councilor
Alfred Peden, Councilor
Brian Shipley, Councilor
Jasson Urey, Councilor

Landis Erwin, Jr. Councilor - **absent**
James Ingley, Jr. Councilor – **absent**

Richard H. Miller, Mayor

Also present: Joe Joseph, Borough Solicitor and Ryan T. Eggleston, Borough Manager

4. Public Comments/Public Participation

John McDonald commented on the proposed CDBG allocation and feels the code enforcement allocation is more than it should be. He believes the housing rehab allocation should be increased.

5. Approval of Minutes

Councilor Henderson moved, seconded by Councilor Urey that the minutes of the February 12, 2008 regular meeting be approved as written. Motion approved.

6. Budget Report

Council President Longiotti noted the new format of the report. The Borough Manager elaborated on some changes made to the report with more detail to follow on next month's report. Mr. Eggleston read the total revenue & expense figures noting a deficit for the month which is expected at this time of year.

Councilor Henderson moved, seconded by Councilor Auchter to accept the Budget Report – Fund 01 as presented. Motion approved.

7. Mayor's items

A light hearted comment from the Mayor on Pastor Chapin leaving the meeting immediately after giving the Pledge of Allegiance. He feels his presence, and all other ministers conducting the invocation, could be used throughout the entire meeting.

8. Council reports

- a. Police report for February 2008
- b. Fire Chief's report for February 2008
- c. Treasurer's report for February 2008
- d. Code Enforcement report for February 2008
- e. Public Works report for February 2008

Mayor Miller questioned the Treasurer's report. He stated for the time he has been Mayor, the report has shown 9 checking accounts until this month's report that shows 19 checking accounts. He asked if the other 10 accounts just begin this past month or have they always existed. *Borough Treasurer Tracey Vale was in attendance, but her comments were not audible on the tape.* Ms. Vale did state, the "other 10 accounts" have always existed, just not listed on the monthly report. Mayor Miller asked why all the accounts were not listed monthly and Ms. Vale stated that was how she was told to do the report. Mr. Miller affirmed there were substantial account balances not reported and reminded, particularly Councilor Henderson, when the subject came up a few months ago about full disclosure of the borough finances, all the account balances were not being reported on the monthly Treasurer's report as Mr. Miller believed.

President Longiotti said he knew there were questions on the report, and in working with the auditors, a revised report is being developed.

Mayor Miller questioned all the councilors on their awareness of the 19 accounts and Councilor Auchter stated she knew of the accounts but some of them have no bearing on actual monies that can be spent. Mrs. Auchter believes putting the additional accounts on the report will make it clearer. Mrs. Auchter stated she did request the report show a detailed listing of what is actually set aside in the fund balance accounts that we have earmarked for capital improvement projects. She believes the current report gives an unclear picture of what we actually have to spend when some of the money is already set aside for a project. Mr. Miller mentioned the financial reports from the Water Authority have a summary report each month that shows to the penny of what is available and what is restricted. Mayor Miller also mentioned a check register is included in the Water Authority monthly financial reports.

Councilor Mueller questioned if the accounts listed on the Treasurer's report were only checking accounts, and if so do they need to remain a checking account. Dr. Mueller also asked if the borough used "sweep" accounts. Councilor Shipley asked if the borough had an investment strategy or investment policy. Mr. Eggleston answered him by stating, there was not one in place yet. Mr. Miller asked the Borough Treasurer a question on the bond account, she was not very audible on the tape, but mentioned it was in a PLIGIT account. Mayor Miller suggested watching the financial institutions and the deals they offer on interest rates. Councilor Shipley concurred and suggested the borough look into adopting an investment policy and looking more aggressively at investments.

Mayor Miller asked Ms. Vale if he added up all the accounts on the Treasurer's report, if it would equal the "cash on hand" and if the sewer accounts were included. He wanted to know what accounts would not have been included on the old treasurer report to establish the year end balance of the \$1,132,998 million surplus because it had to be more than the 9 accounts previously reported, which he had emphasized in previous meetings.

President Longiotti stated with the help of the auditors, new, detailed reports will be ready for April meeting. He said the council owes it to the citizens to get the reports corrected, the way they should be.

Councilor Henderson moved, seconded by Councilor Mueller to accept the monthly reports as written. Motion approved.

9. Reports from Council Committees

- Councilor Mueller gave a brief summary of the February 20th Sanitary Authority meeting, touching on the status of the televising of the lines. He read from a KLH Engineering report detailing out all the level 4 & 5's repairs that need to be corrected at an approximate cost of \$582,000
- Councilor Urey gave an update on the Street Committee that was held on February 28th. He stated Mark Miller from the Mercer Co. Bridge Department attended the meeting to give an update on the North Race Street & Ohl Street bridge repairs. Mr. Miller reported the bridge replacements are approximately 2 years away. Both bridges are beyond repair, so replacement is necessary.

Mr. Urey also reported Thiel College has expressed interest in making a donation to the borough for use of the new salt storage shed.

President Longiotti asked if any work had been done towards getting an engineer to start work on the parking lot at the corner of North Mercer and Shenango Street. Mr. Eggleston answered the "Peer partner" from the state was beginning that process.

10. UNFINISHED BUSINESS

a. Approval to prepare DCNR grant application for Riverside Park

Councilor Shipley asked for clarification on exactly what the grant will be for. Councilor Henderson stated it would be for the feasibility for the memorial pool, a facelift for the “Kiser” courts, and a new gymnasium floor at the Rec Center.

Councilor Mueller moved, seconded by Councilor Henderson to approve Erik Bielata, Executive Director of GALSA, to prepare the DCNR grant application for Riverside Park for council review at the April 3rd work session. Motion approved.

b. Appointment to the Greenville Municipal Authority

President Longiotti asked for nominations. Councilor Mueller nominated Marion Rosselot. Councilor Henderson nominated Sarah Eutsey. Councilor Shipley seconded Mr. Mueller’s nomination of Marion Rosselot. Councilor Auchter seconded the nomination of Sarah Eutsey. Mayor Miller interjected, stating he had a magazine article from *The Keystone Tap – Spring 2008* which announced Sarah Eutsey was already serving as a board member of the Greenville Municipal Authority. He handed out a copy of the article for everyone to read. Councilor Henderson did admit before he turned in his resignation from the Municipal Authority, he felt he should look for a replacement and contacted Ms. Eutsey, who recently retired from Seven Springs Water, to see if she would be interested in serving on the board. Councilor Henderson does not know how that information was picked up on by this magazine. Mayor Miller asked again if these three interested parties were interviewed, noting that had been past practice. Councilor Mueller stated he felt Ms. Rosselot would be qualified to fill the vacant seat but he had assumed they were interviewed by the personnel committee.

After some clarification on procedure from Solicitor Joseph, Councilor Mueller made a motion to table this appointment one month until the applicants can be interviewed, seconded by Councilor Shipley. A roll call vote was taken.

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| Councilor Shipley | Yes |
| Councilor Auchter | No |
| Councilor Henderson | No |
| Councilor Peden | Yes |
| Councilor Urey | Yes |
| Councilor Mueller | Yes |
| Council President Longiotti | No |

Motion approved 4-3

Councilor Mueller moved, seconded by Councilor Urey to direct the personnel committee to interview the interested candidates for the open seat on the Greenville Municipal Authority for appointment at the April 8th regular meeting. Motion approved.

c. Adjust the scope of work on the Eagle Street Improvement Project

Councilor Urey moved, seconded by Councilor Henderson to authorize HRG Engineering to adjust the scope of work on the Eagle Street Improvement Project. Motion approved.

d. Resolution 2008-04

Councilor Shipley moved, seconded by Councilor Mueller to adopt Resolution 2008-04 – Authorizing the Borough Manager and/or Council President to sign agreements with Penn DOT on behalf of the Borough of Greenville. Motion approved.

11. NEW BUSINESS

a. Hiring of three (3) part time police officers

Councilor Shipley moved, seconded by Councilor Henderson to approve the hiring of the following people as part time police officers for the Greenville/West Salem Police Department. Motion approved.

Laurie J. Parker, 62 Chambers Avenue, Greenville PA 16125
Jon P. Wagner, 15 Taylor Street, Greenville PA 16125
Michael T. Brown, 187 Columbia Ave., Greenville PA 16125

b. Award bid for mowing services in Riverside Park

Having only one qualified bidder that submitted all the proper documentation, Councilor Henderson moved, seconded by Councilor Auchter to approve the bid of Smith Lawn & Landscape, 155 Wise Road, Jamestown PA for mowing services in Riverside Park in the amount of \$16,128.00. Motion approved.

c. Salt Contract Participation Agreement

Councilor Shipley moved, seconded by Councilor Henderson to approve the Fall 2008-Spring 2009 Salt Contract Participation Agreement through COSTARS. Motion approved.

d. Renewing copier lease with ComDoc

Councilor Henderson moved, seconded by Councilor Auchter to approve renewing the copier lease with ComDoc at a reduced rate via the COSTARS state piggyback program. Motion approved.

e. Transfer of funds from the Greenville House Tax Account

Councilor Henderson moved, seconded by Councilor Auchter to approve the transfer of funds from the Greenville House Tax Account to the General Fund in the amount of \$10,915.63. Motion approved.

f. Resolution 2008-03

Councilor Shipley asked to address the issue before action was taken. Mr. Shipley spoke on his serious concerns on the proposed allocation of funds. Referring to a spreadsheet provided by Mayor Miller, Mr. Shipley explained the percentage of funds for Code Enforcement has increased each year. He stated that 63% of the total CDBG funds are for Code Enforcement & Administration, this being “before you even touched anything with bricks and mortar and programs.” He believes that needs adjusted in some way because over an 8 year period, as the total CDBG available funds have decreased, the Code Enforcement & Administration allocation has increased. Mr. Shipley read the three Code Enforcement recommendations from the ACT 47 plan; citing the recommendation regarding adjusting the fee schedule has been the only one addressed.

Councilor Auchter commented that she agreed with Councilor Shipley but wanted to qualify that this is the type of item that will need addressed when preparing the 2009 budget later in the year. There is no money in the 2008 budget allocated to pick up additional code enforcement money. Mrs. Auchter explained that the majority of the code enforcement is done in CDBG areas and that is why the allocation is high. She stated it is an acceptable parameter for the money to be used.

Councilor Mueller said he felt the council needed to be very careful not to “throw the baby out with the bath water”. He understands code enforcement is an easy target and no one likes it. Mr. Mueller believes the \$122,000 is not a lot of money when you are talking about construction and you will not be able to rehab many buildings for that.

President Longiotti asked the Code Committee study this issue and develop new ideas of how to do the code enforcement so the borough does not rely on CDBG money.

Mayor Miller addressed Councilor Mueller and the other council members regarding the sidewalk in front of the municipal building that they probably walked on when coming into the building. He claimed code enforcement deemed the sidewalk inadequate and it has not been fixed. Mayor Miller said, “We don’t govern by example” He told Councilor Mueller that as long as he “has that attitude . . .” Councilor Mueller asked, “What attitude?” Mr. Miller stated if we are going to continue to have code enforcement, we need to follow our own rules. Mayor Miller repeated there is not currently an occupancy permit for the borough building and the sidewalk out front is “out of whack.” Mr. Miller went on to say we require of our people more than we do of ourselves. Councilor Mueller said he believed the sidewalk out front is going to be replaced during the second Phase of Streetscape. Mayor Miller alleged the sidewalk was cited in June of 2006.

Councilor Henderson moved, seconded by Councilor Auchter to adopt Resolution 2008-03 – Application for grant assistance from the Fiscal 2008 Pennsylvania CDBG program in the amount of \$122,393.00. A roll call vote was taken.

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| Councilor Shipley | No |
| Councilor Auchter | Yes |
| Councilor Henderson | Yes |
| Councilor Peden | No |
| Councilor Urey | Yes |
| Councilor Mueller | Yes |
| Council President Longiotti | Yes |

Motion approved 5-2

Councilor Shipley agreed with President Longiotti’s suggestion that the Code Committee develop new ideas for code enforcement. He asked Mr. Conti, MCRP, if it was correct that there is a 3 year window to re-allocate CDBG funds. Mr. Conti stated it is actually 5 years but Regional Planning preferred 3 years and there is a public process to do that.

g. Cooperation Agreement between the Borough of Greenville and MCRPC

Councilor Shipley moved, seconded by Councilor Urey to approve the Cooperation Agreement between the Borough of Greenville and Mercer County Regional Planning Commission. Motion approved.

h. Appoint Tax Collector

Councilor Peden moved, seconded by Councilor Henderson to appoint Mrs. Mary Liszka, 37 Lebanon Avenue, as tax collector effective June 2, 2008. Motion approved. President Longiotti abstained from the vote.

i. Review sample ordinance on prohibiting the possession and use of tobacco products by minors

No formal action taken. Three samples ordinances were distributed to the councilors for review. After some discussion, it was decided to have the Code Committee study the samples and have a draft ordinance for council review at a future meeting. Councilor Shipley asked Solicitor Joseph if this kind of ordinance can stand up in a court of law. Solicitor Joseph felt it would.

j. Authorize HRG Engineering to test Memorial swimming pool

Councilor Henderson moved, seconded by Councilor Auchter to authorize the Borough Manager to hire a contractor at the recommendation of HRG Engineering to test the metal plate in the swimming pool for a cost not to exceed \$2,500.00. Motion approved.

12. Council Comments

Councilor Henderson complimented the Fire Department for taking the open cab fire truck through a snow storm to a fellow firefighter's funeral in Grove City. Mr. Henderson also reminded everyone in attendance about the "Greenville Summit" to be held immediately following the council meeting at Carini's restaurant.

Councilor Mueller commented the borough should look into hiring a shredding agency.

Councilor Peden said he was happy to see everyone working together and talking to each other.

Council President Longiotti thought Thursday's work session was a good meeting with input from the public. He noted that everyone is welcome to speak even though they might not get as much time as they wish.

13. Borough Manager's Comments

Mr. Eggleston had two items. The Women's Action Group will be conducting their "Spring Clean-Up" on April 12th and there will be more information to follow at the April 3rd work session. The Lion's Club requested permission to put a banner up in Prairie Park advertising the annual Pancake Supper.

14. Bills for Approval

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| Payroll | 124,712.21 |
| Administration/Building | 8,315.26 |
| Tax Expense | 1,812.95 |
| Douglas and Joseph | 1,250.00 |
| Police Department | 11,680.67 |
| Fire Department | 10,837.78 |
| Code, Zoning, & COG Department | 1,428.18 |
| Sewer Employee Benefits | 3,955.29 |
| Streets/Public Works Department | 34,643.21 |
| Airport Expenses | 479.54 |
| Park Expenses | 6,467.78 |
| Bank Payments and Insurances | 11,302.76 |
| 2007 Tax Refunds | 31.78 |
| Sewer System Operating Fund | 72,641.70 |
| Capital Fund Projects | 4,066.05 |

TOTAL OF ALL DEPARTMENTS \$293,625.16

Councilor Henderson moved, seconded by Councilor Auchter that the bills be paid as presented. Motion approved.

15. Adjournment of regular meeting

Having no other business before council, Council President Longiotti asked for a motion to adjourn to an executive session. Councilor Henderson moved, seconded by Councilor Shipley to adjourn the regular meeting at 7:30 p.m. Motion approved.

16. Press time

17. Executive session

Respectfully submitted,

Ryan T. Eggleston
Borough Secretary
vdh