

**Borough Council Meeting  
Minutes – June 28, 2023**

**Call to Order** – Mr. Gillette called the regular meeting to order at 5:30pm, and Mrs. Dekar offered the meeting prayer and led the Pledge of Allegiance.

**Roll Call** – The following members of the Borough Council were present; Cori Belles, Jessie Dekar, Gabriel Felt, Jessica Meyer, Irene Slocum, James Daly, and Patrick Gillette. **Also present;** Henry Farley, Mayor; Gil Crossett, Assistant Fire Chief; Attorney Jonathan Foster, Jr., Borough Solicitor, Christopher Kaiden, Code Enforcement Director; Blane Lathrop, DPW Foreman; Robert Repasky, Fire Chief, Daniel Reynolds, Police Chief; and David Jarrett Borough Manager.

**Citizens to be Heard** – John Amato, owner of Original Italian Pizza on South Keystone Avenue addressed the Borough Council regarding how the PA 199 project has impacted his business since it restarted earlier this month. Mr. Amato explained that customers can no longer enter the parking lot from South Keystone Avenue resulting in a 90% reduction in lunch business and his decision to reduce his staff's hours by 25%. Mr. Amato stated that the project will continue to have an impact on his business for the remainder of the summer and that he would like to move forward with constructing a new parking area on other property that he owns near the restaurant.

Attorney Foster explained that Council will be voting later in the meeting to authorize him to start the process to revise the zoning designation of the properties currently zoned as single family residential to conservation and educational uses. Attorney Foster stated that the resident notification requirements are extensive and that a public hearing will be held in September to get feedback from the residents impacted by the proposed zoning change. Attorney Foster further stated that the proposed change is a long term solution to the situation. Mr. Jarrett suggested that the Borough Council send a letter to PennDOT on behalf of Mr. Amato and other business owners on South Keystone Avenue inquiring about the availability of assistance to businesses that have lost revenue during the project.

A motion was made by Miss Meyer and seconded by Mrs. Belles to send a letter to PennDOT from the Borough to inquire if there is a financial assistance program for businesses. **Under the question:** There were none. **Ayes-7 Nay-0**

**Approval of Minutes** - The minutes of the Borough Council meeting held on May 17 and Borough Council Workshop meeting held on June 14, 2023 were placed on file.

**Approval of Bills List** – A motion was made by Mrs. Slocum and seconded by Mr. Daly to approve the bills list and supplemental bills list. **Under the question:** There were none.

**Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.**

**Correspondence Summary** – There were no questions or comments.

**Finance Report – May 31, 2023** – There were no questions or comments.

**Consent Agenda** – Mr. Gillette explained that items of business and matters listed under the Consent Agenda are considered to be routine and non-controversial and will be enacted by one motion and one roll call vote. There will be no separate discussion of these items. If discussion is desired by a Council Member, that item is to be identified and removed from the Consent Agenda, and will be considered separately at the appropriate place on the Agenda.

- a. Designation of Taylor Landis, Borough Treasurer as an authorized signer of checks issued from the General Fund & Sewer Fund checking accounts.
- b. Approve the hiring of Eli Benninger-Jones as per diem Public Works employee at an hourly rate of \$13.25 per hour effective June 3, 2023.
- c. Approval of Conference Attendance request for Jason Phillips.
- d. Approval to advertise Pension Ordinance Amendment
- e. Approval to advertise 2023 Paving Project
- f. Approval of Park Use Requests
  1. 2024 Arts4All – Riverfront Park (May 3-5, 2024)
  2. Valley Churches – Howard Elmer Park (September 9, 2023)
  3. Sayre Public Library – Howard Elmer Park (June & July 2023)
  4. Valley Storm Softball – Riverfront Park (June – August 31, 2023)
  5. Sayre American Legion Baseball – Riverfront Park (June 6 – July 11, 2023)
  6. High Heat Baseball Camp – Riverfront Park (Various Dates – June/July/Aug)
  7. Aubrey Wiles (Cooley’s Anemia Walk)–Riverfront Park & Pavillion (Sept. 30)
- g. Approval of Little League Lease Agreement

A motion was made by Miss Meyer and seconded by Mr. Daly to approve the consent agenda. **Under the question:** Mrs. Dekar asked if any revisions had been made to the Little League Lease Agreement, and Mr. Jarrett stated that there were no changes made.

**Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.**

**Vote to submit a letter to PennDOT requesting the construction of a sidewalk on Spring Street between North Lehigh Avenue and the railroad crossing and to commit funding for 20% of the project cost.** A motion was made by Mrs. Belles and seconded by Mrs. Dekar to submit a letter to PennDOT requesting the construction of a sidewalk on Spring Street between North Lehigh Avenue and the railroad crossing and to commit funding for 20% of the project cost. **Under the question:** There were none. **Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.**

**Vote to list the sale of 112 Perkins Street with Coldwell Banker Real Estate.** A motion was made by Mrs. Dekar and seconded by Mrs. Slocum to list the sale of 112 Perkins Street with Coldwell Banker Real Estate. **Under the question:** There were none. **Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.**

**Vote to approve the hiring of Gary Winslow as a Full-Time Fire Truck Driver-Probationary at an hourly rate of \$19.25/hour effective July 1, 2023.** A motion was made by Mrs. Dekar and seconded by Miss Meyer to approve the hiring of Gary Winslow as a Full-Time Fire Truck Driver-Probationary at an hourly rate of \$19.25/hour effective July 1, 2023. **Under the question:** There were none. **Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.**

**Vote to authorize the Borough Solicitor to begin the process to revise the zoning map as recommended by the Planning Commission.** A motion was made by Miss Meyer and seconded by Mrs. Belles to authorize the Borough Solicitor to begin the process to revise the zoning map as recommended by the Planning Commission. **Under the question:** Mrs. Dekar stated that she reviewed the zoning regulations for the Conservation / Educational District and that parking lots are not included in that district as a permitted use. Attorney Foster explained that parking is a special exception in the district and that a hardship does not have to exist. Attorney Foster further stated that a thirty (30) day notice to residents is required as well as thirty (30) day notice to the Bradford County Planning Commission. Mr. Foster also stated that Mr. Amato would be required to request a variance from the Zoning Hearing Board for developing a parking lot on his property if the neighborhood is rezoned. **Roll Call: Mrs. Belles, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES. Mrs. Dekar; NO.**

**Vote to accept / reject / table the bids for the Downtown Streetscape Project – Desmond Street Phase as recommended by the project engineer.** A motion was made by Miss Meyer and seconded by Mrs. Dekar to accept the bid submitted by Vacri Construction in the amount of \$232,000.00 for the base bid and \$64,000.00 for bid alternate #1 for the Desmond Street Phase of the Downtown Streetscape Project.

<b>COMPANY NAME</b>	<b>Base Bid Amount</b>	<b>Add Alternate Amount</b>	<b>Total Base + Alternate</b>
Vacri Construction 1 Brick Avenue Binghamton, NY 13901	\$232,000.00	\$64,000.00	\$296,000.00
J & D Ward Contracting 1517 Meadowlark Drive Sayre, PA 18840	\$238,845.25	\$73,833.75	\$312,679.00
Mayo & Sons Masonry 21 Gail Ann Drive Waverly, NY 14892	\$275,750.95	\$74,932.00	\$350,682.95
Glenn O. Hawbaker 28001 Canfield Lane Montoursville, PA 17754	No Bid	No Bid	No Bid

**Under the question:** Mr. Jarrett explained that the Borough had received \$625,000.00 in grant funds for the project and that \$75,000.00 has been committed by Guthrie, Bradford County Commissioners, and the Borough. Mr. Jarrett stated that only a portion of the first grant had been spent on the Lockhart Street phase of the project that was completed earlier this month. Mrs. Belles suggested that a status on the project be prepared to promote what has been accomplished so far. **Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.**

**Vote to approve the proposal of \$10,847.40 submitted by B&S Construction of Athens, Pennsylvania to complete minor repairs and seal the municipal parking lot between the Police Department Building & the Packer Avenue Bridge.** A motion was made by Mrs. Dekar and seconded by Mrs. Belles to approve the proposal. **Under the question:** There were none. **Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.**

**Elected and Appointed Officials** - There were no questions or comments.

**Recess** – Mr. Gillette recessed the meeting at 6:01pm.

**Executive Session** – The Borough Council went into executive session at 6:05pm to discuss two real estate issues. The session ended at 6:21pm.

**Sale of Property** – A motion was made by Mrs. Dekar and seconded by Mrs. Belles to authorize the Borough Solicitor to prepare a sales agreement between the Borough and Camco for sale of three parcels owned by the Borough for \$12,000.00. **Under the question:** There were none. **Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.**

**112 Perkins Street Survey** – A motion was made by Mrs. Dekar and seconded by Mrs. Belles to approve the proposal from Butler Surveying in the amount of \$1,150.00 to complete a survey of 112 Perkins Street property. **Under the question:** There were none. **Ayes-7 Nay-0**

**Adjourn** – A motion was made by Mrs. Dekar and seconded by Miss Meyer to adjourn the meeting at 6:25pm