

Borough Council Meeting  
Minutes – July 26, 2023

**Call to Order – 2023 CDBG Public Hearing** - Mr. Gillette called the 2023 CDBG Public Hearing to order at 5:30pm and Megan Johnson, Bradford County Planning & Grants Administrator provided an overview of the type of projects and programs that are eligible for CDBG funding. Ms. Johnson stated that a request was submitted by the Sayre Redskin Club requesting \$25,000.00 to conduct an electronics recycling program. Mr. Jarrett explained that the Borough would like to primarily use funds for slum and blight removal and ADA improvements, and that a resident had contacted the office regarding a housing rehabilitation project. The Borough's 2023 CDBG allocation is \$110,820.00 and that approximately \$19,950.00 will be allocated to the cost of administration services performed by Bradford County Planning & Grants Office. Ms. Johnson explained that this is the first of two public hearings and that the second public hearing will be held prior to the Borough Council's September meeting. Mr. Gillette recessed the public hearing at 5:35pm without objection.

**Call to Order – Borough Council Meeting** – Mr. Gillette called the Borough Council meeting to order at 5:35pm and offered the meeting prayer and led the Pledge of Allegiance.

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

**Citizens To Be Heard** – There were none.

**Approval of Minutes** – There were no questions or comments regarding the minutes of the Borough Council Regular Meeting held on June 26, 2023 and the Borough Council Workshop Meeting held on July 12, 2023. Mr. Gillette stated that the minutes will be filed for the record.

**Approval of Bills List** – A motion was made by Miss Meyer and seconded by Mrs. Slocum to approve the bills list. Under the question: There were none. Roll Call: Mrs. Belles, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.

**Correspondence Summary – July 2023** – There were no questions or comments.

**Finance Report** – June 30, 2023 – Mr. Gillette asked everyone to review the report which provides a mid-year status of all of the Borough's expenses and revenues.

**Elected & Appointed Officials** – Mr. Gillette and Mrs. Belles provided an overview of their recent meeting with Chief Repasky and Assistant Chief Crossett where they discussed the proposed volunteer firefighter incentive plan. Mrs. Belles explained that one item that needs to be discussed further is the per diem hourly rate. The current rate of \$5.00/hour for officers that respond to an emergency call has not been increased for many years.

Mrs. Belles also stated that the Council's Green Space Committee will be meeting soon to discuss the results of the Borough Park Survey.

**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.

- Acceptance of 2022 Audit Report
- Approval of Park Use Requests
- Sheshequin Half Marathon – Riverfront Park - Saturday, October 7, 2023
- Penn York Valley Triathlon – Riverfront Park - Saturday, October 7, 2023
- Conference Attendance Request – School Resource Officer Training 7/30 - 8/4/23
- Approve the re-classification of Thomas Roberts from Patrol Officer Probationary to Patrol Officer I effective July 1, 2023
- Authorize the Council President to sign a Letter of Support for the Sayre Historical Society/Sayre Public Library Records Management Grant Application
- Approval of Street Closure request from Sons and Daughters of Italy – Sunday, August 13, 2023

A motion was made by Mrs. Slocum and seconded by Mrs. Belles to approve the items listed on the Consent Agenda. Under the question: Mr. Jarrett stated that the two events scheduled on October 7<sup>th</sup> in Riverfront Park should not conflict with each other. Roll Call: Mrs. Belles, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.

**Vote to accept / reject / table the 2023 Street Paving Bids** – A motion was made by Mr. Daly and seconded by Miss Meyer to table the 2023 Street Paving Bids. Under the question: Mr. Jarrett explained that the Borough received two bids which were substantially higher than anticipated and that there is not enough funding to complete the entire project. Mr. Jarrett stated that the project scope of work will be reduced, and that the lowest bidder will advise the Borough prior to August 9<sup>th</sup> if they would hold their unit prices if the scope is reduced. Roll Call: Mrs. Belles, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; AYE.

Vote to accept / reject / table the highest offer for the purchase of 112 Perkins Street. A motion was made by Mrs. Belles and seconded by Miss Meyer to accept the offer of \$34,000.00 for the Perkins Street property. Under the question: Mr. Kaiden stated that the sale is contingent on approval from the County Court. Roll Call: Mrs. Belles, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.

Vote to accept / reject / table the highest bid for the sale of the Borough's 1996 KME Aerial Truck. A motion was made by Miss Meyer and seconded by Mr. Felt to table any action on the sale of Borough's 1996 KME Aerial Truck. Under the question: Mr. Jarrett explained that the vehicle was advertised on [www.govdeals.com](http://www.govdeals.com) based on the success that another local fire department had with the sale of one of their vehicles and that the highest of the thirty (30) bids received as \$6,400.00. Mr. Jarrett stated that he will be having a discussion with representatives of govdeals.com to determine the practicality of holding a second auction to sell vehicle. Roll Call: Mrs. Belles, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; AYE.

Vote to approve the lowest responsible bid to re-purpose and re-install an existing air conditioning unit presently owned by the Borough on the second floor of the Borough Hall. A motion was made by Mr. Daly and seconded by Mr. Felt to approve the bid submitted by Jeff Paul Plumbing Heating in the amount of \$4,550.00 to install an air conditioning system on the second floor of the Borough Hall. Under the question: Mr. Jarrett explained that an existing system will be re-purposed to complete the project. Roll Call: Mrs. Belles, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.

Vote to approve the lowest responsible bid to furnish and install a new furnace with air conditioner on the third floor of the Borough Hall. A motion was made by Miss Meyer and seconded by Mr. Daly to approve the bid submitted by Jeff Paul Plumbing and Heating in the amount of \$15,200.00 to install an air conditioning system on the third floor of the Borough Hall. Under the question: Mr. Jarrett explained that the new system will also include a heating system which will enable the Borough to remove the large inefficient heater currently on the third floor. Roll Call: Mrs. Belles, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.

Recess – Mr. Gillette adjourned the meeting at 5:50pm without objection.

