

**Borough Council Regular Meeting
Minutes – August 23, 2023**

**Distributed
W 9-1**

Call to Order – Mr. Gillette called the 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; Jonathan Foster Jr., Borough Solicitor; Christopher Kaiden, Code Enforcement Officer; Blane Lathrop, DPW Foreman; Daniel Reynolds, Police Chief; and David Jarrett, Borough Manager.

Citizens to be Heard – There were none.

Approval of Minutes – The minutes of the July Regular Borough Council meeting and August 9th Borough Council Workshop meeting were approved as presented and filed.

Bills List – A motion was made by Miss Meyer and seconded by Mrs. Dekar to approve the 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 Report – There were no questions or comments.

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

Elected and Appointed Officials Questions & Comments – The following items were discussed;

- Mr. Gillette announced that the Borough received a sub-division request for Parcel 35-007.06-149; Parcel 35-007.06-151, and Parcel 35-007.06-153-1 located on Ellistown Road, Perkins Street, and Cayuta Street. Mr. Gillette stated that the request was forwarded to the Bradford County Planning Commission for review and approval.
- Mr. Gillette announced that the Borough also received a sub-division request for Parcel No. 34-0007.12-254 owned by Edward and Gwynn Comstock. Mr. Gillette stated that the request was forwarded to the Bradford County Planning Commission for review and approval.
- Mr. Gillette explained the Borough Council's Green Space Committee met on August 16th and reviewed the results of the park survey and developed short, mid, and long term goals. The short term goals include; improvements to the basketball court in the Milltown neighborhood park, development of a pickle ball court, development of a disc golf facility, and construction of a restroom in Riverfront Park. The mid-term goal would be the installation of new playground equipment in Riverfront Park, and long term goals include the development of BMX pump track and indoor sports complex facility. Mr. Gillette also stated that the survey revealed a lack of opportunities for adult recreational activities. Mrs. Belles stated that future park improvements should include ADA accessible equipment so that the facilities are inclusive.

- Planning Commission – Zoning Ordinance Amendment – Mr. Daly reported that the Planning Commission reviewed the proposed zoning ordinance amendment that will change the properties that border the Sayre Area School District property from Single Family Residential to Education and Public Use. Attorney Foster explained that the zoning ordinance amendment was reviewed by the Bradford County Planning Commission. The Bradford County Planning Commission’s comments include; the property on Hayden Street owned by the School District was omitted from the proposed map change; the change will create ten (10) non-conforming lots; the Borough’s zoning map should be updated; and the potential merger of the Sayre School District and Athens School District could impact the future use of the properties.
- Historic Marker – Mayor Farley reported that the Bradford County Commissioners approved the request to install a historic marker in Howard Elmer Park and the planting of a Liberty Tree was also approved.

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. Mr. Jarrett asked that the street closure request be removed from the Consent Agenda for additional discussion.

- a. Approval of Street Closure request from Sayre High School Class of 2024 – Friday, September 1, 2023
- b. Approval of the proposal in the amount of \$2,380.00 submitted by B&S Construction to repair and seal the Milltown Park Basketball Court as recommended by the Green Space Committee
- c. Approve the recommendation of the Green Space Committee to construct a restroom facility in Riverfront Park.

A motion was made by Miss Meyer and seconded by Mrs. Dekar to approve Item B and Item C on the consent agenda. **Under the question:** There were none. **Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.**

Street Closure Request – Mr. Jarrett explained that the Borough received a request from the Sayre High School Class of 2024 to close Brock Street, West Lockhart Street, and South Hopkins Street on September 1st for about 30 minutes for a kick-off event for the District’s 2023 football season. Mr. Jarrett stated that he had concerns with closing the streets because South Hopkins Street and West Lockhart Street are both designated as detour routes for the PA 199 project and that he is not confident that the current portion of the roadway being reconstructed will be completed by the date of the event.

Mrs. Belles stated that the Borough should support the District's efforts to support the students and their events. Mrs. Belles suggested that the group use Stedman Street and enter the football stadium at the West Lockhart Street entrance. Mr. Jarrett suggested that the event be rescheduled to a later date. A motion was made by Mrs. Belles and seconded by Mrs. Dekar to close Stedman Street and to provide traffic control at the intersection of West Lockhart Street and Stedman Street. **Under the question:** There were none. **Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.**

Recess – Mr. Gillette recessed the meeting at 5:48pm.

Executive Session – The Borough Council went into executive session at 5:50pm. The executive session ended at 6:15pm.

Approve Sale of 1996 KME Aerial Truck – Mr. Jarrett explained that the Borough posted the 1996 KME Aerial Truck for bids on the auction site www.govdeals.com and that Charles Mitchell submitted the highest bid of \$9,600.00. A motion was made by Mrs. Slocum and seconded by Mrs. Belles to approve the bid of \$9,600.00 for the Borough's 1996 KME Aerial Truck to Charles Mitchell. **Under the question:** There were none. **Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.**

Approve Firefighter Incentive & Retention Program – Mr. Gillette explained that the incentive and retention program proposed by the Fire Department was reviewed and revised to include the items discussed by the Borough Council. A total of ten (10) firefighters would qualify for the incentive program as of July 31, 2023 not including the Department's officers. A motion was made by Mrs. Belles and seconded by Mrs. Dekar to approve the Firefighter Incentive & Retention Program which includes the requirement that five (5) additional firefighters for a total of fifteen (15) firefighters meet the minimum percentage of responses by October 31, 2024. **Under the question:** There were none. **Roll Call: Mrs. Belles, Mrs. Dekar, Mr. Felt, Miss Meyer, Mrs. Slocum, Mr. Daly, and Mr. Gillette; YES.**

Adjourn – A motion was made by Mrs. Dekar and seconded by Mr. Gillette to adjourn the meeting at 6:20pm. There were no objections.

Respectfully submitted,



David M Jarrett
Borough Manager/Secretary

