

REGULAR MEETING
Hastings Borough Council

December 4, 2018

The Hastings Borough Council held their Regular Meeting on Tuesday, December 4, 2018 at 7:00 p.m. in the Hastings Borough Office.

CALL TO ORDER: Alison Link, Council President

ROLL CALL: Members of the Council present – Thomas Kinney, Kristen Bollinger, Eugene Huber, Mayor Donald C Drass, Alison Link, Melanie Zearfoss, Jeff Semelsberger, and Rhonda Churella. Absent was Jeff Zearfoss.

APPROVAL OF MINUTES: Motion made by Kristen Bollinger, second by Melanie Zearfoss, to approve the minutes from the previous meeting and to dispense with their reading, since all were provided with a copy. All present voted yes.

Motion Carried.

VISITORS: None.

STREET/EQUIPMENT COMMITTEE:

- A complaint form was handed into the office on December 4, 2018 from Ellen Lann of 173 Harvey Street. Ellen wants some stones put down on Cardinal Road because it is muddy. This was not from the sewer project but from the snow plow scraping all the gravel away. Kristen Bollinger told Rhonda Churella to call her stating, "I understand your concern, but we cannot put shell down because it will get plowed out. We will do our best to resolve this in the spring."
- Pennsylvania One Call would like an indemnity agreement completed for a mapping packet. Rhonda Churella will look into this.

POLICE REPORT/COMMITTEE:

- Mayor Donald C Drass read the monthly police report for November 2018.

- Motion made by Eugene Huber, second by Jeff Semelsberger, to approve the monthly police report.

Motion Carried.

- Police Chief Jason Owens stated West Carroll is staying with Carrolltown.
- Chief Owens wants to put a medical drop off box for prescriptions in the hallway of the borough building. Council approved.
- Alison Link talked about a possibility of hiring a second full time police officer. We will cut 160 part time hours for the year. Alison Link stated Melanie Zearfoss said this is in the budget. Alison Link stated Joshua Dignan is a more efficient officer to run traffic. Chief Owens stated Joshua has excelled since he was hired. Mayor Drass asked, "Is it a good idea to cut part time? I feel we need to keep it as is." Alison Link said we will lose someone. Alison Link stated, "Kyle's performance is terrible. He has a bad work ethic." Jeff Semelsberger stated he is concerned we may start losing part time guys. Chief Owens said Joshua Dignan will find another full time job. He currently works thirty two hours at Patton Borough. Melanie Zearfoss stated, "He goes above and beyond." Chief Owens said Joshua loves running speed. Kristen Bollinger stated, "It makes sense now since our department is run correctly. The department would benefit with two full time police officers." Alison Link said, "We would salary him at \$28,000.00." Jeff Semelsberger said, "We need someone on Saturday's." Kristen Bollinger said, "I am all for it. It won't damage the budget." Chief Owens stated, "Matt's going for training. Hassen gives me availability. This will make the schedule easier."
- Motion made by Melanie Zearfoss, second by Kristen Bollinger, to hire Joshua Dignan full time at \$28,000.00 with a 2% increase per FOP contract effective January 1, 2019.

Motion Carried.

- Alison Link said to give Joshua Dignan his clothing allowance of \$300.00 now so that he can purchase a vest. He will not get a clothing allowance in 2019 but will continue in 2020.

FINANCE/INSURANCE COMMITTEE:

- Motion made by Thomas Kinney, second by Jeff Semelsberger, to adopt and approve the 2019 budget for the general fund and building fund.

Motion Carried.

WATER COMMITTEE:

- Thomas Kinney reported we had two water breaks today. They were on Coleman Street and High Street. They fixed a leak yesterday by the library on Beaver Street.

SEWER COMMITTEE:

- Borough Office Manager reported the sewer project meeting was cancelled on November 28, 2018. Steve Fletcher from Stiffler McGraw called the office to report the sewer project crew will not be working from December 22, 2018 to January 2, 2019. This is their Christmas schedule.

PROPERTY COMMITTEE:

- Borough Office Manager spoke with Mike Bowser, PennDOT representative about putting guard rails up on Haida Avenue. In order for it to be paid by liquid fuels money, the borough needs to go to our engineers to do a study/analysis on speed and traffic to see if it can be a hazard. If & what kind of guard rail can be warranted since there are several types. Mike said if the borough would decide to just put a guard rail up on their own and put the wrong type that may cause an accident, the borough can be held liable. This information was forwarded onto the borough solicitor. The borough solicitor stated there is a potential for liability if you do something and do not follow the technical requirements in doing so. Jeff Semelsberger said he thought about it and if someone would launch from the guard rail and hit the property, this is opening a can of worms. Can we put a sign up to reduce speed?
- Alison Link talked about purchasing a snow blower for the Memorial building since they are hand shoveling the sidewalk around the building. We could store it at the garage for them to use in other places too. Jeff Semelsberger stated, "Taylor needs to be eighteen in order to operate a snow blower for us." Council discussed the possibility of someone stealing it out of the garage. They discussed putting up cameras to deter this from happening.

- Motion made by Melanie Zearfoss, second by Kristen Bollinger, to order four cameras from Paul Shutack. Two for the garage, one in the cafeteria area of the memorial building, and one in the borough building for the drug box.

Motion Carried.

- Laurel Municipal Inspection Agency sent a permits report for November 2018.
- Thomas Kinney got a quote from American Roofing Inc. for \$115,000.00 for the memorial building roof.
- Alison Link stated she has gotten a lot of complaints about the gazebo not being decorated for Christmas. The gazebo is not ours. It belongs to the library. We are having Roger decorate the memorial building for Christmas.
- Jeff Semelsberger said he looked over the Dance Den lease agreement. We need to raise it by 3% in January 2019. Jeff will talk to her before we have the borough solicitor do a new lease. Jeff said if she does a 1 year lease, we will increase her rent \$25.00 per month with a total of \$825.00 rent per month. If she does a 3 year lease, she will pay \$850.00 rent per month.

PERSONNEL COMMITTEE:

- Alison Link stated they did three interviews tonight for the part time borough secretary position. They interviewed Mary Rogal, Shannon Nemec, and Cheryl Strittmatter. This position will be for 36 hours per week. Kristen Bollinger said her recommendation would be Mary Rogal. Melanie Zearfoss stated she will do water & sewer bills on Tuesday's & Thursdays. She will be paid 50% from the general fund, 25% each from water & sewer. Mary will be on six month probationary period and then will be made full time. Kristen Bollinger told Rhonda Churella that this will be a lateral position. You will not be her supervisor. You are still the borough office manager. If either of you have any problems you are to go to Alison Link or myself. We want you to show her everything you do even payroll. Rhonda asked Kristen, "Am I to give her my user name and passwords?" Kristen replied, "Yes." Rhonda replied, "What if I am off and she logs into something and messes it up. I will be held responsible since those were my codes." Jeff Semelsberger said he can tell by the expression on Rhonda's face that we should have our own. Don't give a window of opportunity to someone to do something.

- Motion made by Melanie Zearfoss, second by Kristen Bollinger, to hire Mary Rogal at \$11.00 per hour effective January 2, 2019.

Motion Carried.

- Melanie Zearfoss stated, “Michelle Baker is more than willing to be the borough crew supervisor. She will get \$2.00 extra per hour from the borough for 40 hours per week with no comp. time.

RESOLUTIONS/ORDINANCES:

- Motion made by Melanie Zearfoss, second by Jeff Semelsberger, to adopt Ordinance #2018-6, Amendment to Chapter 12, Section 9, Parking Time Limited in certain locations & certain days & times.

Motion Carried.

CORRESPONDENCE:

- Nothing to report.

OTHER BUSINESS:

- Stiffler McGraw mailed an agreement for 2019. This will be discussed at the next meeting on December 18, 2018 when the borough solicitor is here.
- Motion made by Kristen Bollinger, second by Melanie Zearfoss, to approve the agreement with HAIDA for the development of a road and cul-de-sac on or near HAIDA Avenue.

Motion Carried.

- Motion made by Kristen Bollinger, second by Jeff Semelsberger, to authorize the appropriate Borough officials to sign any necessary sales agreements, deed, or other documents relating to the HAIDA Avenue development, contingent on HAIDA approving the development agreement with the Borough.

Motion Carried.

ADJOURN: Motion made by Kristen Bollinger, second by Jeff Semelsberger. This meeting adjourned approximately 8:35 p.m. All present voted yes.

Motion Carried.

Rhonda Churella
Borough Office Manager