

**HARVEYS LAKE BOROUGH  
LUZERNE COUNTY  
REORGANIZATION/ REGULAR MEETING  
January 20, 2015**

The Reorganization and Regular Meeting of Harveys Lake Borough Council was held on Monday, January 20, 2015 at 7:30 P.M. at the Harveys Lake General Municipal Building, 4875 Memorial Highway, Harveys Lake, PA.

Michell'e Boice asked to give a State of the Borough wrap up for this previous year that she has been council President before the Reorganization meeting takes place.

She listed accomplishments that have taken place this past year including:

- New Police Car
- New cost effective energy saving lights at the Borough Garage that have already saved over \$2000 dollars
- Switching Banks
  - Combined and streamlined accounts
  - Established direct deposit for our employees
- Joined the Bk Mt Community Partnership and she also noted that Bill Hilburt was just appoint Vice Chair for the Partnership
- Joined the PLGIT program
  - Less checks to be written
  - Rebate on money spent
  - 24-7 accountability online
  - Vendors paid in 3days
- Produced a balanced budget with no tax increases
- Hired 3 Borough students as summer help on road dept.
- Hired more part time police officers
- The Hanson's property was cleaned up and the old buildings demolished

Council worked hard this year. They hope to have a new police station across the street by the end of the summer. She is proud of the job that has been done and feels that a lot of progress has been made. She is glad that the retired Councilmembers put in their extra time and effort, especially Danny Blaine and Bill Hilburt who put in a lot of extra time. Tom Kehler has spent a lot of time with the Zoning Officer and with the LSA grant. Carole Samson with her chair of the administration, Amy Williams has always done a good job, and with a lot of life changes has not always been available but when she is she does a good job. She thanked the employees and council that have done a good job and said that it was an honor to sit in the Presidents chair.

Mayor Hogan called the meeting to order and asked everyone to stand and join him in the Pledge of Allegiance.

Mayor Hogan notified everyone that the meeting was being recorded and asked if anyone had a recorder to please inform council. No one had a recorder.

**\*\*Councilmember Kehler made a motion to appoint Susan Sutton as Borough Secretary, seconded by Councilmember Samson. Roll Call Vote: Councilmember Boice, yes; Councilmember Kehler, yes; Councilmember Blaine, yes; Councilmember Hilburt, yes; Councilmember Samson, yes; Councilmember Williams, yes. The motion carried unanimously.**

Roll Call:

Clarence Hogan	Mayor	Present
Daniel Blaine	Council Member	Present
Michell'e Boice	Council Member	Present
Bill Hilburt	Council Member	Present
Thomas Kehler	Council Member	Present
Ed Kelly	Council Member	Present
Carole Samson	Council Member	Present
Amy Williams	Council Member	Present
Solicitor O'Connor	Solicitor	Absent

Mayor Hogan opened the floor for nominations for Council President.

**\*\*Councilmember Kehler made a motion to nominate Bill Hilburt for President, seconded by Councilmember Boice. Roll Call Vote: Councilmember Williams, yes; Councilmember Samson, yes; Councilmember Hilburt, yes; Councilmember Blaine, yes; Councilmember Kehler, yes; Councilmember Boice, yes. The motion carried unanimously.**

The floor was turned over to President Hilburt. President Hilburt stated that he would be remiss not to thank Councilmember Boice on behalf of himself and Council for all her hard work and leadership that she provided to them in this year's council. This is a good group of people who accomplished a lot this year and will continue to work as a group and lead this Borough on to make it a safer and better place to live and raise our families.

**\*\*Councilmember Blaine made a motion to nominate Carole Samson to serve as Vice President, seconded by Councilmember Boice. . Roll Call Vote: Councilmember Williams, yes; Councilmember Samson, yes; Councilmember Hilburt, yes; Councilmember Blaine, yes; Councilmember Kehler, yes; Councilmember Boice, yes. The motion carried unanimously.**

**\*\*Councilmember Kehler made a motion to appoint Councilmember Boice as President Pro Tem, seconded by Councilmember Williams. The motion carried unanimously.**

**\*\*Councilmember Williams made a motion to appoint Susan Sutton as Borough Secretary, seconded by Councilmember Boice. The motion carried unanimously.**

**\*\*Councilmember Blaine made a motion to reappoint Thomas O'Connor as Borough Solicitor, seconded by Councilmember Kehler. The motion carried.**

**\*\*Councilmember Kehler made a motion to reappoint John Belles as Sewage Enforcement Officer, seconded by Councilmember Samson. The motion carried unanimously.**

**\*\*Councilmember Boice made a motion to reappoint John Brokenshire as Borough Accountant, seconded by Councilmember Samson. The motion carried unanimously.**

**\*\*Councilmember Blaine made a motion to reappoint Prociak & Associates as Borough Auditor, seconded by Councilmember Samson. The motion carried unanimously.**

**\*\*Councilmember Blaine made a motion to reappoint Borton & Lawson as the Borough Engineers and Barry Isett & Assoc. Inc as the Third Party UCC inspectors, seconded by Councilmember Kehler.**

**\*\*Councilmember Samson made a motion to appoint Robyn Jones to the Planning Commission for 3 years, seconded by Councilmember Boice. The motion carried unanimously.**

**\*\*Councilmember Blaine made a motion to, reappoint Joe Reilly to the Zoning Hearing Board for three years, seconded by Councilmember Kehler. The motion carried unanimously.**

**\*\*Councilmember Samson made a motion to reappoint John Levitsky and Amanda Blaine to the Environmental Advisory Committee for 3 years, seconded by Councilmember Williams. The motion carried unanimously.**

**\*\*Councilmember Kehler made a motion to reappoint Diane Dwyer as the Vacancy Board Chair, seconded by Councilmember Samson. The motion carried unanimously.**

**\*\*Councilmember Blaine made a motion for the Zoning Hearing Board to appoint their own Secretary at the rate of \$50.00 per meeting, seconded by Councilmember Samson. The motion carried unanimously.**

**\*\*Councilmember Williams made a motion for the Planning Commission to appoint their own Secretary at the rate of \$50.00 per meeting, seconded by Councilmember Boice. The motion carried unanimously.**

**\*\*Councilmember Williams made a motion for the EAC to appoint their own Secretary at the rate of \$50.00 per meeting, seconded by Councilmember Boice. The motion carried unanimously.**

**\*\*Councilmember Boice made a motion to adopt Robert's Rules of Order for 2015, seconded by Councilmember Samson. The motion carried unanimously.**

**\*\*Councilmember Blaine made the motion to waive the reading and accept the Minutes of the December 16, 2014 Public Worksession and Regular Council meeting and the Special Meeting held December 27, 2014 seconded by Councilmember Kehler. The motion carried unanimously.**

There was an executive session held prior to this meeting to discuss personnel issues.

Fred Lubnow from Princeton Hydro was here to give a brief update on the progress of our DEP 319 Grants

### **OPPORTUNITY FOR CITIZENS TO BE HEARD**

The floor was opened for Citizens to be heard.

There was no response.

The floor was closed.

### **REPORTS FROM APPOINTED OFFICIALS AND SPECIAL COMMITTEES**

The Tax Collector's report was available on the back table.

The Borough Secretary reported that during the month of December the Borough received \$16,079.55 from Berkheimer.

### **REPORTS FROM APPOINTED OFFICIALS AND SPECIAL COMMITTEES**

**Finance:** Councilmember Blaine gave the financial report including that at the end of December the total available cash was \$563,374.56 last year it was \$472,745.51; restricted cash is \$67,734.07 last year it was \$36,887.41; for a total of \$631,108.63 and last year it was \$509,632.92. He also wanted to reiterate that there is a good budget in place with no tax increase. Also he wanted to say the with last year's budget they did well on cutting down and saving money like the lighting at the Borough garage. Also he wanted to point out the new top on the conference table purchased by the sewer authority and the new

chairs the Borough purchased. Also, Representative Boback provide us with a PA flam and a US flag for the Sewer Authority.

**Police:** Councilmember Hilburt stated that the Police Chief has provided an end of the year report.

- The Police initiated incidents have gone up over the last year, Officers are out patrolling heavily and making a lot of stops, checking on suspicious activity and vehicles resulting in drug arrests and DUI arrests
- DUI arrest this year have been the highest arrest made in many years, and DUI accidents have the lowest ever.
- The department has concentrated on speeders over the last year issuing several warnings and citations resulting in very little accidents
- The department received a grant to purchase two breath test devices, new computers have been purchased, and updates to the police reporting system have been made.
- Council would like to thank the community for the many donations that they received throughout the year, like the \$700 donation from the American Legion which was used to update the computer software
- The Chief would like to thank the Mayor and the Council for working closely with him making a very enjoyable working condition for all the officers
- The Chief would like to recognize the Borough Secretary Susan Sutton for all the assistance she has provided to the Chief and his Officers throughout the year.
- They will continue to serve and protect the people of Harveys Lake and continue making the Borough a safe and pleasant place to live.

**Roads:** Councilmember Kelly is not here due to illness. However, Councilmember Boice stated that she forgot to thank him earlier for all of his hard work as well.

**Planning and Zoning:** Councilmember Kehler gave the zoning officers report including that the zoning officer issued 19 zoning permits for \$960, , and had 2 variance hearings in front of the Zoning Hearing Board for \$1000, collected \$10,711.50 in third party fees for a monthly total of \$12,471.50. Year to date, she has issued 153 permits with a yearly total income of \$59,748.25. She has been very busy, it is unheard of to issue 19 permits in December. He feels it is probably due to the available sewer permits that the General Municipal Authority now has available.

**Garbage:** Councilmember Williams reported that fees collected for the current year in the month of December were \$8051.02, prior year collections were \$1558.80, no garbage stickers, for a total of \$9639.82.

**BK. Mt. Community Partnership:** Councilmember Hilburt reported that they have been able to join with the BMCP and get use of a speed trailer that they have purchased. It will

allow us to use a speed sign as well as a data box recorder to record speed, traffic and other useful information.

**LSA Grant:** Councilmember Kehler reported that he has been spending a lot of time on the LSA grant. They currently have two quotes on a modular building. They will be putting this out to bid and feel that they can have it done for around \$100,000 for a building with a ten year guarantee and a 50 year guarantee on the roof. They will be also asking for an extension for the grant and hope to have it done by the end of summer.

**Grants:** Councilmember Blaine stated that they recently met with Barry Isett regarding future grants including a new LSA grant for a Borough Office to be placed next to the proposed Police Station. They also met with a representative from Lou Barletta's office regarding Federal grants that may be available.

**EAC:** Councilmember Boice reported that she met recently with EAC. They would like to get the word out to the community that they are always looking for volunteers to help with projects like the Floating Wetland Islands and the PA cleanup they sponsor every year.

**\*\*Councilmember Kehler made the motion to accept the reports from Special Committees, Elected Officials and Appointed Officials, seconded by Councilmember Samson. The motion carried unanimously.**

#### **New Business**

**\*\*Councilmember Kehler made a motion to advertise and get specifications for bids for the proposed police station from Borton Lawson, seconded by Councilmember Boice. The motion carried unanimously.**

**\*\*Councilmember Blaine made a motion to look into purchasing new heaters for the Borough Garage not to exceed \$4200, seconded by Councilmember Samson. The motion carried unanimously.**

**\*\*Councilmember Williams made a motion to raises for the full time non contract employee's as follows: George Hogan to \$21.25; Jesse Saylor to \$17.25; and Susan Sutton to \$19.25 per hour, seconded by Councilmember Blaine. The motion carried unanimously.**

Councilmember Blaine stated that our Zoning Officer has not yet been here a year , but when she is, they will evaluate her for a raise at that time.

#### **OLD BUSINESS**

President Boice asked if there was anyone with old business to discuss.

**\*\*Councilmember Williams made a motion to pay the Bills and Payroll in the amount**

**of \$139,080.90, seconded by Councilmember Blaine. The motion carried unanimously.**

The next meeting of Council will be held on February 17 at 7:30 pm.

**\*\*Councilmember Williams made a motion to adjourn, seconded by Councilmember Kehler. The motion carried unanimously.**

The meeting adjourned.

Respectfully submitted by Susan R. Sutton, Borough Secretary