

**Archbald Borough Council Meeting Minutes**  
**Wednesday, October 21, 2020**

The meeting was called to order at 7:00 pm by President Brian Gilgallon. A moment of silence was followed by the Pledge of Allegiance. Roll call Burke, Owen, Mancuso, Simon, Ossont and Gilgallon were present. Moran and Mayor Barrett attended via teleconference. Mr. Gilgallon mentioned Council met in Executive Session to discuss personnel, real estate issues and litigation.

**Presentation**

Wendy Hartman, General Manager, Adams Cable Service, presented Council with a Franchise Agreement request. They currently serve 90-100 homes in the Nebraska section of the Borough with their cable service. She briefed everyone on the history of Adams Cable Service, noting they are a family owned and operated company based locally in Carbondale. The franchise agreement is for cable service only for the existing customers they do serve in the Borough.

**Bid Opening – DPW Garage Roof**

<b>Contractor</b>	<b>Base Bid</b>	<b>Bid Bond</b>
H & P Construction	\$55,090.00	Yes
Yurkovic Construction Services	\$54,468.00	Yes
Multi Scape General Contractors	\$53,112.00	Yes
Green Rhino Builders	\$75,000.00	Yes
Diversified Construction	\$61,551.36	Yes
Grimm Construction	\$49,728.00	Yes
Scartelli Construction Services Inc.	\$78,885.00	Yes

Rob Turlip stated the bids will be reviewed by KBA Engineering and a final determination will be made.

Mr. Grizzanti, KBA Engineering, asked Council if procedurally they can approve the bid pending review to expedite the procedure. Solicitor O'Connor stated they can proceed that way or ratify the award at next months meeting, stating you have to award the bid to the lowest responsible bidder. KBA will review all bids but thinks a motion can be made, as Mr. Grizzanti suggested, to award Grimm Construction the project subject to approval by KBA so they can get to work as soon as possible. Solicitor O'Connor recommended taking that route.

**Public Input**

Jack McHale wrote to the Borough with a complaint on feral cats in his neighborhood on South Main St.

### **Council Committee Reports**

Mr. Burke announced there will be a Turkey Dinner at the Hricak-McAndrew Post, South Main St., Archbald, 12-4pm Sunday, October 25, 2020. There will be raffles and homemade desserts. Tickets can be purchased inside the Legion or outside. Dinners are eat-in and take-out.

Mr. Ossont said he will discuss his two committees, feral cat and finance in new business but stated the finance committee met and discussed the 2021 budget.

Ms. Simon said the Santa Train has been cancelled. The special events committee is discussing trying to do something for the children in place of the Santa Train. There will be no trunk or treat planned. She stated they discussed the public being safe if they are planning to trick or treat.

Mr. Mancuso mentioned the great work being done by the Borough and Woodchuck LLC cutting trees on Kennedy Dr. for the new Veterans Memorial Park.

Mayor Barrett thanked Caitlyn and Sarah for the work they did on the Hopscotch Chalk Contest. She said there were 65 kids that participated and it went really well. Basket prizes were awarded to the winners.

### **Unfinished Business**

Community and Economic Development Committee

Senior Housing Committee - United Neighborhood

Feral Cat Ordinance

Road Assessment/Pave Cut Ordinance

Comprehensive Plan Update/Amendment

Zoning Ordinance

DPW Building Roof

### **New Business**

Land Bank

Halloween

Santa Train

Griffin Pond Municipal Donation

2021 Budget – Mr. Turlip gave everyone a copy of the proposed 2021 budget. He stated everyone has a month to review. He will make himself available to anyone who would like to review it with him in groups of no more than three members at one time.

Mr. Gilgallon mentioned he asked Solicitor O'Connor if the budget can be discussed in Executive Session and Solicitor O'Connor stated it can not be discussed in its entirety.

Mr. Mancuso asked if a motion can be made to hire a DPW worker by the end of the year.

Mr. Gilgallon said they do not have a budget for the end of the year. They are not hiring anyone until the budget is passed.

Mr. Mancuso said he knows it's not approved yet but wanted to make the motion.

Mr. Gilgallon stated if they do hire anyone it would be after the 2021 budget is approved. They can not hire someone prior to approval of the budget.

Mr. Turlip pointed out the most important highlights in the 2021 Budget is based on a 2mil increase. With that increase it is showing a deficit of \$95,301.00. There are some ways to make up the increase. Some factors for this are that the Borough has not has a millage increase since 2008. This year alone the Police Pension has doubled and increased by \$88,000.00. The employee healthcare has increased by \$113,342.00. The union contracts have a 3% salary increase for union employees, which equates to \$80,412.00. There is a proposed engineer salary from KBA Engineers and Barry Islett & Associates at \$17,500.00 which is an increase from the previous engineers that has been added to the budget. Also notable is a decrease in the Liquid Fuels program of \$20,000.00. Mr. Turlip added last years' amount of Liquid Fuels received was \$248,000.00.

Mr. Gilgallon mentioned Covid had a lot to do with the decrease in Liquid Fuels funds.

Mr. Turlip said there are some ways to make up the deficit through increases in millage. By dedicating ½ mil towards the Police Pension, which would be \$42,500.00. Also, ½ mil to the Recreation Program which would also be \$42,500.00 leaving a \$10,301.00 deficit. There are items that are needed but have been taken out of this budget that he is trying to fund. There was a recent DEP inspection of the DPW garage and there are things needed there. One being a pole barn to store equipment, another is a new salt shed which is not in the 2021 budget. The Borough is also looking at purchasing one additional police car and hiring one future DPW employee.

There are also two grants that are pending. One is a Greenways Trails and Recreation Program Grant that was submitted for the Radzelovage park for \$119,000.00. There is a 10% match with that grant which, if awarded would equate to \$21,040.00. There is also a Recycling Grant submitted which should be awarded within the next couple of weeks that will go towards a recycling truck, containers, and also calendars to cover a two-year period. That grant was \$305,689.00 with a 10% match to the Borough which equates to \$33,965.00. Mr. Turlip mentioned we are preparing information for the recycling calendar should we be awarded the grant.

Mr. Turlip stated Council has much to review in the 2021 Budget. Costs are going up. We are going to receive some funding as Chewy starts to hire. He stated Council needs to start looking at bringing businesses into our community. The more business brought in will bring more revenues which will help the Borough.

Mr. Mancuso said he made a call to Peter Sullivan of BJ's Wholesale Stores in Massachusetts asking if they would be interested in talking to the Borough about bringing their business here and is waiting for a call back. He told them we are the largest borough in the state, we are 10 miles away from Scranton.

Mr. Gilgallon asked to do a quick summary. If they do not raise taxes, the deficit will be \$265,000.00. If taxes are raised 2 mils, the deficit will be \$95,301.00, which is workable. If taxes are not raised, there will be a lot cut out of the budget. Mr. Turlip showed a spreadsheet of the cost to the taxpayer based on the assessed value of their homes. See below:

#### Borough Millage Increase

	Assessed value	Assessed value	Assessed value	Assessed value	Assessed value
	\$10,000.00	\$15,000.00	\$20,000.00	\$25,000.00	\$30,000.00
Millage	1/2 mil = \$5.00	1/2 mil = \$7.50	1/2 mil = \$10.0	1/2 mil = \$12.50	1/2 mil = \$15.00
21	\$210.00	\$315.00	\$420.00	\$525.00	\$630.00
21.5	\$215.00	\$322.50	\$430.00	\$537.50	\$645.00
22	\$220.00	\$330.00	\$440.00	\$550.00	\$660.00
22.5	\$225.00	\$337.50	\$450.00	\$562.50	\$675.00
23	\$230.00	\$345.00	\$460.00	\$575.00	\$690.00
23.5	\$235.00	\$352.50	\$470.00	\$587.50	\$705.00
24	\$240.00	\$360.00	\$480.00	\$600.00	\$720.00
24.5	\$245.00	\$367.50	\$490.00	\$612.50	\$735.00
25	\$250.00	\$375.00	\$500.00	\$625.00	\$750.00
25.5	\$255.00	\$382.50	\$510.00	\$637.50	\$765.00

#### Proposed Increases

	Garbage		Mils
2021	\$275.00		
2022	\$275.00		
2023	\$275.00		
2024	Re-evaluate	Re-evaluate	Re-evaluate

Mr. Gilgallon thanked everyone for their hard work, time and effort put into new budget.

Mr. Gilgallon stated everything except taxes has gone up. He mentioned the borough has approximately 20 new homes per year being built within the Borough which also increases services to those homes. He encouraged council members to set up appointments to meet with Borough Manager Rob Turlip to discuss the budget and raising taxes.

Mr. Ossont stated as they are going through the year, they need to keep the budget in mind when negotiating contracts to keep things in order for the future. They can not make decisions without thinking ahead. They do not know how much grant money will still be available after Covid.

Mr. Gilgallon stressed the importance of the police having a car they do not have to worry about when in pursuit or a chase.

Mr. Ossont said it is unfortunate they are in a situation now to make a determination of important situations.

Mr. Moran stated it was his understanding they will vote on a tentative budget on November 18, 2020.

Mr. Gilgallon said he would ideally like to vote on the final budget November 18, 2020.

Solicitor O'Connor said they need to present the budget in November, adopt that budget, and then that budget needs to be advertised for at least 10 days. They can then vote on the budget at the December 16, 2020 meeting. They will also at that time have to pass the tax levy ordinance which determines the millage.

Mr. Gilgallon reminded everyone there is no work session in November due to Veterans Day.

## Motions

Motion by Owen second by Burke to approve the September 16, 2020 Regular Council meeting minutes. All in favor. Motion carried.

Motion by Simon second by Burke to approve the September HNB General Fund bills totaling \$376,378.10, NBT General Fund checks totaling \$23,968.17, Memorial Park checks totaling \$50.00, and Capital Projects checks totaling \$130,759.48 for a total amount of \$531,155.75. Roll call. All in favor. Motion carried.

Motion by Owen second by Ossont to accept Reports – Treasurer, Building Inspector, Tax Collector's Report and Mayor's Report. All in favor. Motion carried.

Motion by Owen second by Burke to adopt a Resolution eliminating Police Pension member contributions for the calendar year 2021. Roll call. All in favor. Motion carried.

Motion by Owen second by Ossont to approve Duda Actuarial Consulting calculations of the 2021 Minimum Municipal Obligations for the Archbald Borough Police Pension Plan in the amount of \$169,371.00. Roll call. All in favor. Motion carried.

Motion by Owen second by Simon to approve Duda Actuarial Consulting calculations of the 2021 Minimum Municipal Obligations for the Archbald Borough Non-Uniform Pension Plan in the amount of \$45,639.00. Roll call. All in favor. Motion carried.

Motion Ossont second by Simon to adopt an Ordinance governing animals and feral cats within the Borough of Archbald. Roll call. All in favor. Motion carried.

Motion by Owen second by Simon to approve the Kerri Avenue Roadway Paving Project in the amount of \$9,825.00 to Stafursky Paving Co., Inc. Roll call. All in favor. Motion carried.

Motion by Mancuso second by Simon to accept the resignation of Jared Russell, Emergency Medical Technician effective November 10, 2020.

Motion by Owen second by Ossont to hire Garrett Flynn as a special part-time Emergency Medical Technician for 20 hours/week at \$12.00/hour and no benefits effective October 26, 2020. Roll call. All in favor. Motion carried.

Motion by Ossont second by Mancuso to approve Patrolman Brian Munley as a regular full-time officer having completed his 12-month probationary period effective October 21, 2020. Roll call. All in favor. Motion carried.

Motion by Owen second by Mancuso to make a 2020 Municipal Donation to Griffin Pond Animal Shelter in the amount of \$200.00. Roll call. All in favor. Motion carried.

Motion by Owen second by Simon to adopt a Resolution entering into an Intergovernmental Cooperation Agreement and Memorandum of Understanding between the County of Lackawanna, the Borough of Archbald, the Valley View School District and the Lackawanna County Land Bank. Roll call. All in favor. Motion carried.

Motion by Owen second by Simon authorizing solicitation of proposals from financial institutions for a 2021 Tax Anticipation note in the amount of \$450,000. Roll call. Burke, Owen, Mancuso, Simon, Ossont and Gilgallon in favor. Moran opposed. Motion carried 6-1.

Motion by Ossont second by Owen to award the contract for the DPW roof project to Grimm Construction pending approval as the lowest, responsible bid by KBA Engineering. Roll call. All in favor. Motion carried.

Motion by Ossont second by Simon to adjourn. All in favor. Motion carried.

ATTEST:

ARCHBALD BOROUGH:

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Michele Bianchi, Borough Secretary

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Brian Gilgallon, President of Council

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Minutes prepared by Michele Bianchi, Borough Secretary

Archbald Borough Meeting Minutes, Wednesday, October 21, 2020

