

AUBURN BOROUGH COUNCIL
AUGUST 7, 2024 MINUTES

The monthly meeting of Auburn Borough Council was held on Wednesday, August 7, 2024, at 7:00 p.m., in the Auburn Municipal Building at 451 Pearson Street.

In attendance were President John Eckert, Vice-President Doug Naftzinger, and Council-Member Liz Shaner. Also present was Solicitor Stan Burke, Engineer Chip Pohronezny, and Secretary-Treasurer Brenda Fessler. Council-Members Jesse Spencer and Melissa Schwenk were unable to attend this meeting.

At this time the meeting was called to order by President Eckert who then opened with the pledge of allegiance.

July 2024 Minutes and Financial Reports

Motion made by Doug, 2nd by Liz, to accept the July minutes and reports as submitted. Motion carried.

Approval to Pay Bills

Motion made by Liz, 2nd by Doug, to approve payment of check #16228 through #16248, as attached to the August agenda. Motion carried. This motion also includes payment of the regular monthly August invoices after they are reviewed, approved, and signed by President Eckert or Vice-President Naftzinger. The complete August check register is included with the August minutes.

Recognition of Guests

The guests attending this meeting were John Fessler, Raymond Burkey, and Aaron Brommer. They had nothing to discuss at this time.

Complaints / Complaint Forms

Nothing submitted

REPORTS

Animal Control – Kyle Schwenk

No report

Mayor – Frank Cataldi

--Mayor Cataldi contacted the local District Magistrate regarding the citation filed against the owner of 243 Orchard Street. He said that the homeowner failed to respond to the citation and a warrant has been issued.

--The mayor said he will be canvassing the town for uninspected and/or abandoned vehicles parked on the streets and alleys. John asked Frank to begin sending notices to homeowners with high grass and weeds on their properties and sidewalks.

--The secretary was asked to send a certified letter to the owner of 221 Orchard Street and ask what he plans to do with the property. It was noted that the house seems to have been abandoned and hasn't been maintained for several years. The owner will be asked to respond before the September meeting or the matter will be given to code enforcement.

Motion made by Doug, 2nd by Liz, to accept this report. Motion carried.

Safety – Jesse Spencer

No report

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Fire & Ambulance

--John noted that the tanker truck is parked in the borough garage until the fire company can repair a problem with the floor where the truck was being stored. The repairs should be completed within the upcoming month.

Motion made by Liz, 2nd by Doug, to accept the July fire and ambulance reports as submitted. Motion carried. The full reports are on file at the borough office.

SEO/Engineer – Chip Pohronezny

--Chip said after they reviewed the 2024 road project bid documents they found that Folk did not list fabric sub. Folk was contacted and agreed to use fabric specified and installed by a certified installer. Due to this error on bidding, Folk proposed changing the scope of the work on Seventh Street and council agreed to the change order. It was unanimously agreed that Fifth Street needs the fabric and the change order will reflect this decision.

Motion made by Liz, 2nd by Doug, to accept this report. Motion carried. The full report is on file at the borough office.

Tax Collector – Marlene Naftzinger

--July totals: Real Estate = \$805.83 Per Capita = \$108.00

Motion made by Liz, 2nd by Doug, to accept the report as submitted. Motion carried. The full report is on file at the borough office.

Sanitation – Melissa Schwenk

--July total collected = \$3,860.00

--Melissa agreed to prepare a weekly deposit for Brenda to take to Mid Penn along with the borough deposits

--The next list of delinquent accounts was given to the solicitor to begin the lien process

Motion made by Doug, 2nd by Liz, to accept this report. Motion carried.

Municipal Authority

All minutes on file up to June 2024.

--Frank noted that the board members are currently conducting interviews for a part-time billing clerk/secretary and hope to fill the position within the next few weeks.

Streets & Roads – John Eckert

--The crew recently cut the grass and weeds at the playground and basketball court and asked if the borough is planning to purchase more mulch for that area. Council agreed the mulch is needed but decided to wait until next spring to purchase the material.

--The 2024 dump truck was delivered on August 1st and was paid in full through the State Liquid Fuels account. It was noted that the running boards were not installed on the truck and this option was part of the total price. The dealer was contacted and arrangements will be made to get them installed.

Motion made by Doug, 2nd by Liz, to accept this report. Motion carried.

Solicitor – Stanley Burke

--The appraisal on the abandoned Bear Creek Street property was delayed due to a location error but should be completed by the end of August.

--Three liens were placed on properties for delinquent garbage accounts

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Solicitor cont'd

--Sent a notice letter to Peter Bandholtz regarding an ongoing sanitation account issue and informed him of the borough's intention to collect a debt he owes

--The ethics form was received from the solicitor

--Stan looked into Portnoff & Associates collection services and advised that their fees are high and geared toward larger municipalities and feels it would not be worth it for our borough. Council agreed that it isn't cost effective and will not pursue their services.

--Stan agreed to place liens on five more delinquent sanitation accounts when submitted in August

Motion made by Liz, 2nd by Doug, to accept this report. Motion carried.

Blue Mt. Recreation Commission – Liz Shaner

--The minutes and financial reports from June are available for review

--Liz reminded that we still need a resident to fill the seat on the rec. board. Frank said he would put this vacancy on the CodeRed site and John will post it on Facebook again.

Motion made by Doug, 2nd by John, to accept this report. Motion carried.

SCOG

Next meeting on September 11th, at 7 p.m. in Deer Lake Borough Hall

Emergency Management- Eddie Schwenk

No report

OLD BUSINESS

--*Solicitor* – Property on Bear Creek St. / Land purchase on Orchard St.

--Security cameras – Installation not complete (open invoice for labor to install system)

--Comcast franchise agreement (no contact to set up meeting as of this date)

--Inter-municipal agreement between the Borough and AMA not complete

NEW BUSINESS

--A motion was made by Liz, 2nd by Doug, to hire Ronald Snyder as a part-time road crew employee at a starting rate of \$16.00 per hour. Motion carried.

--Aaron Brommer expressed concern when the Municipal Authority takes the backhoe across town to the reservoir. He said those machines were not designed to drive that far of a drive. Frank, as chairman of the Authority, said he would look into a possible solution.

The next meeting will be held on Wednesday, September 4, 2024 at 7 p.m. A work session will be held, if needed, at 6 p.m. before the meeting.

There being no further business, a motion was made by Doug, 2nd by Liz, to adjourn the August 2024 meeting. Motion carried.

Respectfully Submitted By,

Brenda J. Fessler
Secretary-Treasurer

