

**AUBURN BOROUGH COUNCIL**  
**JUNE 5, 2024 MINUTES**

The regular meeting of Auburn Borough Council was held on Wednesday, June 5, 2024, at 7:00 p.m., in the Auburn Municipal Building at 451 Pearson Street.

In attendance were: Council President John Eckert, Vice-President Doug Naftzinger, and Council-members Jesse Spencer, Melissa Schwenk, and Liz Shaner. Also in attendance were: Engineer Nick Volk, Mayor Frank Cataldi, and Secretary-Treasurer Brenda Fessler.

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

**May 2024 Minutes and Financial Reports**

A motion was made by Jesse, 2<sup>nd</sup> by Liz, to accept the May minutes and reports as submitted. Motion carried.

**Approval to Pay Bills**

A motion was then made by Jesse, 2<sup>nd</sup> by Melissa, to approve payment of check #16125 through #16127 and #16132 through #16152, as attached to the June agenda. Motion carried. This motion also includes payment of the regular monthly June invoices after they are reviewed, approved, and signed by President Eckert or Vice-President Naftzinger. The complete June check register is included with Council's copy of the June minutes and is on file at the Borough Office.

**Recognition of Guests**

The guests attending this meeting were: Claudia Gross, John Fessler, Ray Burkey, Aaron Brommer, James Adam, and Gregory Smith.

Claudia Gross, a representative from the Orwigsburg Library, gave a small presentation on the various programs they have available for citizens. She noted an active chess club, senior activities, Storytime for children, as well as technology support. All programs are free and open to anyone. She said that they are currently in need of a new computer and asked if Council would consider a donation as 25 % or more of Auburn Borough residents use the library on a regular basis.

A motion was made by Doug, 2<sup>nd</sup> by Jesse, to approve a \$1,300.00 donation for the purchase of a new computer for the library. Motion carried.

**Complaints/Complaint Forms**

Nothing submitted

**REPORTS**

**Animal Control – Kyle Schwenk**

No report

**Mayor – Frank Cataldi**

Mayor Cataldi briefly discussed the Code RED Alert System and the benefits for our community. He noted that the Municipal Authority voted yes to move forward with the system pending Council's approval. They are willing to split the cost with the Borough.

A motion was then made by Doug, 2<sup>nd</sup> by Jesse, to approve entering into a contract with On Solve for the alert system at a total three year cost of \$4,500.00 to be split with the Municipal Authority. Motion carried.

## JUNE 2024 MINUTES PAGE (2)

### Mayor's Report – cont'd

The Mayor also noted that he recently attended a grant seminar on the Borough's behalf. He said that he will be focusing on two projects for grant funding. One will be applying for a grant to purchase a fire truck with an enclosed cab and the other could be something needed to be upgraded or improved in the Borough. He asked Council to come up with some ideas for the next meeting.

Mayor Cataldi asked if he has the authority to enforce the borough ordinances. He noted several issues that need to be addressed: parking problems, barking dogs, high grass and weeds, expired inspection stickers, and dogs running loose. The Solicitor suggested that a resolution or ordinance be prepared authorizing the Mayor to enforce the ordinances, unless there is one already in place.

A motion was made by Melissa, 2<sup>nd</sup> by Jesse, to accept this report. Motion carried.

### Safety Report – Jesse Spencer

No report

### Fire & Ambulance

The Fire Chief asked if S & S is planning to return and blacktop the ramp at the parking lot on Front Street. Doug confirmed that the company is under contract to come back and finish the job.

A motion was then made by Jesse, 2<sup>nd</sup> by Melissa, to accept this report as submitted and discussed. Motion carried. The reports are on file at the Borough Office.

### SEO/Engineer – Nick Volk

Copies of this report were distributed to all council-members. The report is also on file at the Borough Office.

It was noted that the engineer and solicitor reviewed the 2024 bids and no issues were found. A notice of intent to award was sent to Folk Paving.

A motion was made by Doug, 2<sup>nd</sup> by Liz, to accept this report. Motion carried.

### Tax Collector – Marlene Naftzinger

For the month of April a total of \$47,147.83 in Real Estate Tax and a total of \$1,529.00 in Per Capita Tax was collected and deposited. In May a total of \$5,632.81 in Real Estate Tax and \$198.00 in Per Capita Tax was collected and deposited. A full detailed report is on file at the Borough Office.

A motion was made by Liz, 2<sup>nd</sup> by Melissa, to accept this report. Motion carried.  
Sanitation – Melissa Schwenk

A total of \$11,375.00 in regular receipts and a total of \$790.00 in delinquent receipts was collected and deposited during the month of May 2024. Melissa also noted that she has another deposit ready for the bank and said that she is currently preparing the next list of delinquent accounts and the amounts owed for Brenda to mail certified.

A motion was made by Doug, 2<sup>nd</sup> by Jesse, to accept this report. Motion carried.

### Municipal Authority

Minutes available and on file from January through February 2024. Jesse said that he will forward the rest of the available 2024 minutes to the Borough Office.

It was noted that the Authority is currently looking for a part-time secretary/billing clerk as the current clerk has submitted his resignation effective July 3<sup>rd</sup>.

A motion was made by Doug, 2<sup>nd</sup> by Liz, to accept this report. Motion carried.

## JUNE 2024 MINUTES PAGE (3)

### Streets & Roads – John Eckert

-The bridge repairs on Deer View Drive are almost complete. The road crew needs to place a few more large rocks around the area.

-The crew has been continuing their normal work routine (weed whacking, mowing, chipping, filling potholes, keeping drains cleaned out, etc.)

-Nothing to report regarding the new truck and when it will be ready.

A motion was made by Doug, 2<sup>nd</sup> by Jesse, to accept this report. Motion carried.

### Solicitor – Stanley Burke

-Stan noted that he filed one lien with the court and completed the paperwork to satisfy two liens for garbage accounts.

-The purchase of the Orchard Street land is moving forward.

-There was no response from Barbara Yuschock regarding an outstanding amount due for garbage so the Solicitor will be filing a claim with the District Magistrate.

-Stan will be contacting another appraiser for the abandoned property on Bear Creek Street as he hasn't heard from the first appraiser who was contacted. Brenda noted that this property is in bad condition and has been on Auburn's agenda since the year 2018.

-Melissa mentioned a problem with a resident on Bear Creek Street and his past due bill for garbage. Stan agreed to work with Melissa on this matter.

A motion was made by Jesse, 2<sup>nd</sup> by Doug, to accept this report. Motion carried.

### Blue Mt. Recreation Commission – Liz Shaner

The minutes and financial reports from April are on file at the Borough Office. Liz reminded council that we still need a citizen from the borough to serve on the board. Nothing else discussed.

A motion was made by Jesse, 2<sup>nd</sup> by Melissa, to accept this report. Motion carried.

### SCOG

Next meeting on September 11<sup>th</sup>, @ 7:00 p.m. at Deer Lake Borough Hall

### Emergency Management – Eddie Schwenk

No report

### OLD BUSINESS

-Solicitor – Abandoned property and Land purchase

-John said that Brandon has two more security cameras to install and wires to hide and then work will be completed by the end of June.

-Ethics form due from Solicitor Burke (Melissa submitted her form at this meeting)

-The purchase of a fuel tank for off road diesel was tabled at this time. Some discussion was held regarding using the old tank at the garage on Third Street but no decision made.

-Doug-asked if he needs to get a quote from Shaner to do the repair work on Deer View Drive and on Bear Creek Street. John said that for legal purposes a quote should be obtained before any work is done.

-Representatives from the scouts and the roofing company will be meeting this week to finalize the plans for the new roof at the lodge. ½ will be paid from ARPA funds and the other ½ paid out of scout funds as approved at the May 2024 meeting.

-A motion was made by Doug, 2<sup>nd</sup> by Liz, to draw up an agreement with the Municipal Authority with regard to their using the Borough's backhoe. A fee of \$75.00 per hour will be charged and their employee will be required to punch in and out during usage. Cont'd-

**JUNE 2024 MINUTES PAGE (4)**

**Old Business-cont'd**

-The Municipal Authority will also be required to name Auburn Borough as an additional insured on their policy and provide proof of certification each year. Motion carried.  
Jesse agreed to prepare the Inter-Municipal Agreement between the Borough and the Authority to be signed at the next meeting.

**NEW BUSINESS**

-The 2023 Auburn Borough audit report has been completed and copies were distributed to council-members.

-A motion was made by Doug, 2<sup>nd</sup> by Jesse, to hire Larry Lehman at \$16.00 per hour as a part-time road crew employee retroactive to May 11, 2024. Motion carried.

-At this time, a motion was made by Jesse, 2<sup>nd</sup> by Doug, to adjourn to executive session to discuss personnel issues regarding the new billing system for garbage accounts.

Motion carried. After a brief fifteen minute session the meeting resumed and was called back to order.

The next meeting will be held on Wednesday, July 3, 2024, at 7:00 p.m. A work session will be held, if needed, at 6:00 p.m. before the meeting.

There being no further business, a motion was made by Liz, 2<sup>nd</sup> by Jesse, to adjourn the June 2024 meeting. Motion carried.

Respectfully Submitted By,

Brenda J. Fessler  
Secretary-Treasurer