

## **AUBURN BOROUGH COUNCIL** **OCTOBER 2, 2024 MINUTES**

The monthly meeting of Auburn Borough Council was held on Wednesday, October 2, 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 Councilmembers Liz Shaner and Melissa Schwenk. Also present was Solicitor Stanley Burke, Engineer Chip Pohronezny, and Secretary-Treasurer Brenda Fessler. Council-member Jesse Spencer and Mayor Frank Cataldi 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.

### **September Minutes and Financial Reports**

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

### **Approval to Pay Bills**

A motion was made by Liz, 2<sup>nd</sup> by Melissa, to approve payment of check #16312 through #16331 as attached to the October agenda. Motion carried. This motion also includes payment of the regular monthly October invoices after they are reviewed, approved, and signed by President Eckert or Vice-President Naftzinger. The complete October check register is included with the October minutes.

### **Recognition of Guests**

The guests attending this meeting were John Fessler, Aaron Brommer, Ray Burkey, Desiree Sleva, and Jeremy Jefferson. They had nothing to discuss. Jeremy is a student from a local high school attending the meeting for a class requirement.

### **Complaints / Complaint Forms**

--A complaint was received on October 2<sup>nd</sup> regarding a large amount of trash and debris on the sidewalk and behind the garage at 426 Washington Street. A "notice of violation" was also sent to the home owner from SDE during the month of September. Melissa noted that this is her property. She said they are currently cleaning up and should be finished by the end of the week. She agreed to contact the code enforcement officer with this information by the set deadline date of October 16<sup>th</sup>.

--Aaron Brommer issued a complaint regarding an electrical box installed on the outside of a shed at 124 North Third Street. (A picture of the box in question was provided) Chip will ask the code enforcement officer to look into this complaint.

### **REPORTS**

#### **Animal Control – Kyle Schwenk**

--Several complaints were received regarding a dog at 401 Washington Street. The complaints included excessive barking at all hours of the night as well as being tied to a flagpole and a trailer hitch. Kyle issued a notice to the owner that these are ordinance violations and stated that he must comply with the law. She will continue to monitor the situation.

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

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### Mayor – Frank Cataldi

No report

### Safety Report – Jesse Spencer

--A report of an abandoned car parked in the alley of the first block between Market and Washington Street was reported. Council agreed that a tow sticker should be placed on the vehicle and Doug said he will contact the mayor about the issue.

### Fire & Ambulance

--The fire company responded to five calls in the month of September. Auburn – 3, South Manheim – 0, West Brunswick – 2, Deer Lake -0, and Other Calls – 0. (1 tree down, 2 motor vehicle accidents, 1 working structure fire, and 1 wire down.)

--Ambulance – no report submitted

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

The full report is on file.

### SEO/Engineer – Chip Pohronezny

--No UCC permits issued

--The deadline to clean up the property at 243 Orchard Street has passed and no further progress has been made. A warrant has been issued for the owner of the property.

--The road project is complete and SDE is preparing the payment request and closeout documents for Penn DOT.

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

The full report is on file.

### Tax Collector – Marlene Naftzinger

--September total collected: Real Estate = \$219.58 Per Capita = 0

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

The full report is on file.

### Sanitation Clerk – Melissa Schwenk

--September total collected: \$470.00

--Melissa said that she is still working on the latest report and will email it to members when completed.

--She also noted that a few residents did not pick up the certified letters sent to them regarding their delinquent accounts. Doug suggested that we contact a constable to serve these letters moving forward.

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

### Municipal Authority

--All minutes received up to July 2024

### Streets & Roads – John Eckert

--The crew are getting the trucks ready for the upcoming winter months.

--John F. asked when the security cameras will be ready. The outside cameras are not working yet and a lot of dumping is happening that is not brush, leaves, etc. He said if the cameras were working they may be able to see who is doing it. John E. said he will contact Brandon once again and ask when the installation will be finished.

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### Streets & Roads (cont'd)

--John E. offered to work on the 2019 dump truck.

--The blades on the chipper need to be sharpened.

--Doug said he will look for a replacement door handle for one of the trucks.

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

### Solicitor – Stanley Burke

--Stan suggested that the abandoned property on Bear Creek Street could be put up for judicial sale. (If not sold the property would then go into repository) Council unanimously agreed to have him contact the county tax assessment office regarding the judicial sale.

--The transfer and sale of the Orchard Street land is expected to be finalized by the end of October.

--Stan and Melissa are working on determining what amount is owed for sanitation Account #108 with regard to the current vs the past owner on record.

--A letter was drafted to send to delinquent sanitation customers notifying them that the borough has the right to impose a municipal lien as well as pursue a sheriff sale on the property, building, and any improvements. Council approved the letter as written and authorized Melissa to prepare them for certified mailings. It was agreed that, if anyone does not pick up the certified mail, a local constable will be asked to serve it.

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

### Blue Mt. Recreation Commission – Liz Shaner

--The minutes and financial reports from August are on file.

--A borough resident representative is still needed to serve on the board. John will try posting the vacancy on the borough's Facebook page again.

### SCOG

No meeting scheduled in October or November

### Emergency Management – Eddie Schwenk

No report

### OLD BUSINESS

--Solicitor – Abandoned property on Bear Creek St / Land purchase on Orchard St

--Comcast franchise agreement negotiations (no contact to set up meeting to date)

--Security cameras- installation no complete (open invoice for labor to install system)

--Inter-municipal agreement has been prepared by Brenda. Council agreed to send the document to the Municipal Authority for their approval. A copy of the drafted agreement is attached to these minutes.

--Doug asked if a welcome letter was ever completed for new residents moving in to the borough. Brenda and Liz agreed to work on the letter and prepare a draft for council's review.

--No decision regarding the old trucks was made at this time

### NEW BUSINESS

--Council agreed to donate \$70.00 in cash prizes for the Halloween parade

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### **New Business (cont'd)**

--A motion was made by Doug, 2<sup>nd</sup> by Liz, to donate \$10,000.00 to the Auburn Fire Company to help pay for a new concrete floor in the engine room. Motion carried.

--Doug asked if it would be possible to install a "no parking" sign in front of the Church of God on Market Street. It was suggested that a "load/unload" sign might be a better idea. Doug said he would talk to them about installing that type of sign instead of a no parking one.

-- Doug will ask the mayor to post snow emergency notices on the Code RED system during the upcoming winter season.

--Aaron Brommer complained that residents are parking on the sidewalks in the 400 block which requires the citizens to walk on the street around that area. He also mentioned that some of the residents are parking on top of a "stop". Doug will also ask Frank, chairman of the Municipal Authority, if letters are sent to residents reminding them not to park on top of a "stop".

The next meeting will be held on Wednesday, November 6, 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 Doug, 2<sup>nd</sup> by Liz, to adjourn the October 2024 meeting. Motion carried.

Respectfully Submitted By,

Brenda J. Fessler  
Secretary-Treasurer

