

MINUTES
INDIAN LAKE BOROUGH COUNCIL MEETING
JUNE 14, 2017

The regularly scheduled meeting of the Indian Lake Borough Council was held on May 10, 2017 at 6:00 P.M. at the Indian Lake Borough Building.

THOSE PRESENT:

Scott Hollern
Bob Marhefka
Bob Hanson
Patty Dewar
Mike Miscoe
Dave Wood
Dean Snyder
Terry St. Clair
Chief Bellak

THOSE ABSENT:

Lynn Shimer
Curt Morgese

Visitors – Robert Oates, Don & Gay Reed, Tom O’Toole, Ron Petrina, Pete Mishko Jr., Dick Stern, Shawn Nemeth

The meeting was called to order at 6:01 P.M. by Patty Dewar.

ORDER OF BUSINESS

1. The minutes from May’s meeting will be approved at the July 14, 2017 meeting.
2. Financial Reports – Financial reports were not available. It was approved to pay all outstanding bills.
3. Welcome Visitors – Robert Oates, Don & Gay Reed, Tom O’Toole, Ron Petrina, Pete Mishko Jr., Dick Stern, Shawn Nemeth
4. Public Comment:
 - A. Gay Reed voiced that she was disappointed that nobody from Borough Council spoke up at the May Public Hearing and wished there was a higher turnout from Borough Council.
 - B. A resident stated that he spoke with Waste Management to set up service and was told that they did not have a customer list as of yet. Dewar commented that only new residents or residents making a change to their service would need to contact Waste Management. Hanson spoke with Al Pasquerelli from Waste Management about their concerns about the customer list from Advanced Disposal. Advanced promised the customer list to Hanson multiple times and he nor WM had yet to receive the customer list.
 - C. Dick Stern questioned the whereabouts of a list of Lake Stonycreek residents to send a letter for donations towards the fireworks fund. He was not able to get any answers from Lake Stonycreek. The new Indian Lake Marina owners attended the Service Corporation meeting to discuss their plans for the Marina this summer. They had a very positive attitude concerning their involvement with the Indian Lake community. The Service Corporation did commit to doing the fireworks again the Saturday before the holiday. The Service Corporation is in the process of taking care of the beautification around the Borough; directional signs are a concern, would like to have an orderliness to the signs. Hollern commented that the Planning Committee is working on realty sign placement and they will include the directional signs in his plan as well. There is a full change to the sign portion of Ordinance No 144 that is already in process and it will be prepared for the next meeting.
5. Dave Wood’s May Report of Building Permits Issued.
 - A. Three permits issued in May. See attachment.
6. Legal Report:
 - A. All items under legal were discussed in executive session, except:

- B. Dennis Markferding boathouse issue. Discussion was had concerning whether to keep it on the table or dismiss. It will remain open until confirmed resolved.

7. Correspondence:

- A. Musser's letter on Walker paving project and storm water, contained in packet, no action is required at this time.

8. Committee Reports:

- A. Finance Report – Hanson reported that Susie Miscoe noted that QuickBooks was not being used to it's fullest potential. Susie suggested involving an accounting firm to “re-set up” QuickBooks to use it more effectively, Wessel & Co. was recommended. Wessel also performs audits and it could possibly be “packaged” to implement QuickBooks and make auditing an easier process. St. Clair made a motion to pursue engaging with Wessel for Quickbooks and Auditor. Hanson second the motion. No further discussion. All ayes, motion carried.

Morgese was in charge of changing the bank account signatory to remove Theresa and add Kirsten. Morgese conclusion was to wait until Kirsten is on board and it can be done all at one time.

Hanson has possession of all credit cards that has Theresa's name on them to take Theresa's name taken off and add Kirsten to those as well.

Hanson stated that Susie and Wendy contacted the bonding company to have Wendy and Kirsten bonded with the Borough. He concludes to wait to have Kirsten bonded and not Wendy as she will not be signing checks.

Hanson did both Lien Letters in the interim that needed sent out. Hanson made a motion to authorize he or Lynn Shimer to sign lien letters in the absence of a Borough Manager. Hollern seconded the motion. No further discussion. All ayes, motion carried.

- B. Roads and Maintenance – St. Clair commented there was vandalism/criminal mischief where someone painted over the police speed indicator lines. St. Clair contacted Somerset Pressure Wash and Paint to take a chance to try and remove the paint. Somerset Pressure Wash and Paint was successful in removing the paint.

St. Clair stated that Leo Hay Contracting gave a quote on metal siding on Police Department side as well as the front and the back. Estimate on the Police Department side was \$2,700 and the other side was \$4,700, totaling \$7,400. Leo Hay also quoted on a beautification project for the old pump house by the Lodge at \$3,500. DEP recommended decommissioning the source water well head right behind the pump house. Dean will look into it to cover it up to prevent contamination. Terry made a motion to continue with Phase 1 and Phase 2 of building beautification for \$7,400, Marhefka seconded the motion. Hollern voted no to continue with Phase 1 and Phase 2 of building beautifications.

Three quotes were included for mowing the hiking/biking trails, trimming around road signs, trimming around power hydrants. It is done 3 times a year. The Borough did the work Memorial Day. Matt Delano \$900, Brad Younkin \$880, Ron Petrino \$3,750. Dewar made a motion to accept the bid from Brad Younkin. Hollern second the motion. No further discussion. All ayes, motion carried. Will need liability certificate from Younkin.

Sealed bids were opened for the Road Paving Project. Quaker Sales bid \$156,893.50. Crilon Corporation bid \$161,422.37. HRI bid \$142,633.05. New Enterprise bid \$149,716.30. St. Clair made a motion to accept the bid from HRI for 2017 Road Paving Project. Hollern seconded the motion. Subject to verification that the bid is complete. Dean and our new/acting solicitor (Michael Barbara) will confirm. No further discussion. All ayes, motion carried

- C. Police Report – Chief Bellak reported that the department had 1 accident with 5 citations issues, 3 animal complaints, 1 assist of another agency (EMS), 2 assists of another agency (Police), 31 Boat Inspections, 1 ATV complaint, 1 Borough ordinance (loud music), 1 boating violation, 1 criminal mischief, 2 detail (boat patrol), 1 disorderly conduct (citations issued x 3), 2 filing citations at Magistrate, 2 fishing violations (1 citation issued, 1 warning), 1 information, 2 monitor traffic, 1 parking violation, 1 property (found), 1 property (lost), 36 security checks, 14 traffic contact (citation issued), 6 traffic contact (warning), 3 trainings, 1 traffic control, 2 theft. U.C.R report was completed for June. The Active Shooter Training, Crisis Management Training and CPR Training was held in June for our Officers to attend. Chief Bellak will be holding another Firearm Qualification Program for the Police Department in the next few weeks. Officer Andrews and Office Knipple are performing their duty well for our Police Department. Officer

Andrews informed Chief Bellak that he accepted a full time position with the Johnstown Police Department. Chief Bellak will begin to look for another officer and will adjust his schedule to cover the openings in the schedule. Miscoe did receive a letter from Keith and Sue Mangini regarding the use of professional (illegal) fireworks within the Borough, he responded that we do not turn a blind eye to the use of the fireworks but trying to locate the people using them without an actual complaint is difficult, he stressed that the main concern is the safety of the residents.

- D. Personnel Report – Dewar made a motion to accept Theresa Weyant’s resignation as Borough Manager. Hanson seconded. No further discussion. All ayes, motion carried. Dewar made a motion to hire Kirsten Ringer at \$18/hour with a probationary period of 3 months after which her benefits kick in. St. Clair seconded. No further discussion. All ayes, motion carried. Ringer’s start date will be June 20, 2017. Hanson made the motion to appoint Kirsten Ringer as Borough Officer Manager and also Borough Secretary. Hollern seconded. No further discussion. All ayes, motion carried.

Dewar made a motion to increase the pay rate for both part time officers, Jason Knipple and Bobby Andrews, by \$1.00 per hour. Bob seconded. No further discussion. All ayes, motion carried.

Dewar made a motion to increase the pay rate for Dave Morrow and Keith Miller to \$13.25/hour. Hanson seconded. No further discussion. All ayes, motion carried.

Hanson suggested both pay increases will take place in the next pay period.

- E. Environmental – Hanson made a motion to ratify the weed treatment agreement and authorize Lynn Shimer to sign the agreement. Hollern seconded. No further discussion. All ayes, motion carried. The weed treatment will take place June 19th and 20th.

Miscoe brought up the issue of lake water quality studies not being conducted. It was brought up that the Service Corporation should perhaps take those over. It slipped through the cracks and a multiyear contract for a lake water quality study is now being solicited from Kirkpatrick. Shimer has been tasked with following up with Kirkpatrick.

- F. Water & Sewer - Hanson reported that Atty Rullo set up a meeting with DEP regarding the Notice of Water Violation at Rullo’s office Wednesday, June 21st. Rullo would like to have a pre-meeting on Monday, June 19th.

Dean mentioned that there was a problem with Well 99, the breaker tripped and there was some overheating/damage. It was repaired and is running okay for now. Also, a leak was fixed on Huron Lane.

- G. Planning – Hollern discussed that before the next council meeting he would forward a recommended revision to the temporary sign ordinance. The Planning Commission viewed a video on effective planning, for educational purposes. Future plan is to move forward on educating themselves on Ordinance No 144 from a review standpoint.

9. Old Business: Hanson informed that the second stage of “record management” is on hold to afford an opportunity to educate Kirsten on the old records and perhaps reorganize the records for scanning.

Hanson stated that Waste Management is questioning if they were receiving a contract. Hanson sent Waste Management a letter stating that they did submit the low bid and we accepted their bid. It was to his recollection that Rullo was going to prepare a contract.

10. New Business:

- A. Revamp boat license process. Everyone agrees that this needs to happen and a recommendation will be made to council.
- B. Service Corporation-Hanson stated that it is next to impossible to separate the two, mail and checks come to the Borough Office. The two positions should be consolidated into one for Borough Manager ease. The Service Corporation now pays the Borough Manager only a token amount, anyway, to minimize tax consequences.
- C. Alarm system & keys-Theresa was the “source of all knowledge” when it comes to programming the alarm system. Miscoe suggested bringing alarm system company out to master clear our system and reset. Chief Bellak

says there is a complete file on the alarm system. Hollern addressed that once Chief Bellak finds the file he will take over from there.

- D. Pre-budget: Hanson brought up the process of trying to receive a grant. Advice we received from grant 'experts' is that we need a different strategy, including debt pay down, leaving little/no money in the bank, rather than having money in accounts not receiving any return on investment, yet substantially larger debt.
- E. Office Space/Technology upgrades-Marhefka was asked to look into the office spaces and go through what is in the office currently.
- F. Hanson made a motion to approve Theresa's 160 hours of vacation paid and consult with Atty Rullo on any additional payments. Hollern seconded. No further discussion. All ayes, motion carried.

Hanson made a motion to move into executive session to discuss matters of pending litigation and personnel issues that may arise. Hollern seconded. No further discussion. All ayes, motion carried.

At 8:35 P.M. Council returned to Regular Session.

With no further business to discuss, motioned and seconded to adjourn the meeting at 8:35 P.M. All ayes, motion carried.

The next regularly scheduled meeting of the Indian Lake Borough Council will be held on July 12, 2017 at 6:00 P.M. at the Indian Lake Borough Building.

Respectfully submitted,

Kirsten Ringler
Borough Secretary