

REGULAR MEETING OF PALMERTON BOROUGH COUNCIL

HELD IN BOROUGH HALL COUNCIL CHAMBERS

THURSDAY, FEBRUARY 23, 2023, AT 7:00 P.M.

Terry L. Costenbader, President of Council, called the duly advertised meeting to order at 7:00 p.m., with the following members present:

Terry L. Costenbader, Council President
Kris W. Hoffner, Vice-President
Holly F. Hausman Sell
Andrew J. Hollywood
Cory Kepner
William A. Gallagher

Don J. Herrmann, Mayor
Timothy Kromer, Police Chief
Donna I. McGarry, Borough Manager
Christal Benninger, Recording Secretary

Absent: Richard L. Nothstein

VISITORS

Lisa Snell-Kern, 220 Edgemont Avenue; Drew Snowberger, TV-13 Cameraman; Terry Ahner, Times News; Marj and Joseph Federanich, 418 Princeton Avenue; Jared Cebrosky, 445 Princeton Avenue; Clare Papay, 1002 Third Street.

PLEDGE OF ALLEGIANCE

HEARING OF VISITORS

1. Lisa Snell Kern President of Friends of the Dog park asked Council to consider letting the organization proceed with their events under the Borough Insurance. The Friends of the Dog Park will be hosting a few events throughout the year, and she claimed that it will cost their organization \$500 a year to get the insurance for such events. Andrew Hollywood said that he thinks they should ask the community for donations or do a fundraiser to help with that cost. Andrew said that the Borough Insurance will not be able to help them.
2. Lisa also asked Council to reconsider the Permit use for the Bandstand. Marj Federanich spoke up and wants Council to pass an ordinance for the permit use only for the Bandstand due to the recent vandalism, she feels that some structure needs to be made to show the town there is consequences to the vandalism. Cory Kepner said that there is an LSA Grant the borough is waiting approval on to get a new camera system installed for our officers to man the problem better. Terry asked The Park and Recreation Committee to meet and discuss the permit issue that is being addressed here. Don Herrmann spoke about how he and Joe Federanich have cleaned up the Bandstand many times in the past few months and the railings have knife marks and the floor is destroyed. Holly Sell asked how new Cameras are going to fix this issue. Chief Tim Kromer spoke and said that the Cameras are only available to see during the day when the secretary and the chief are in the office, and the software is not good software, and it needs to be updated. Jared Cebrosky asked, "if any security system we have, will it still need the police to investigate to identify the person". Terry said that the parks and recreation.

RATIFICATION OF MINUTES

On motion by Kris Hoffner, second by Holly Sell and voice vote, Council approved the January 26, 2023 and February 9, 2023 minutes.

PETITIONS AND COMMUNICATIONS

President Costenbader announced that a summary of the petitions and communications is available for public inspection in the Borough Office in the form of a weekly mail log.

REPORTS OF VARIOUS COMMITTEES AND OFFICES

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|-----------------------------|---------------------------------|
| 1. Treasurer's Report | 5. Moving Permit Report |
| 2. Zoning Officer Report | 6. Code Compliance Agent Report |
| 3. Police Department Report | 7. Street Supervisor Report |
| 4. Fire Chief Report | |

President Costenbader announced that these are on file in the Borough Office for public inspection during regular business hours.

MANAGER'S REPORT

Donna McGarry reported:

1. Bids for repair of Railroad Alley with CDBG funds will be going out soon by the County. The project will entail repair of most of the alley, plus improvements to some storm drainage. Funding did not allow for repair of the entire alley once the storm drainage issue was included.

She reminded Council that our solicitor is working on steps to allow the borough to demolish a blighted property on Mauch Chunk Road. If approved, Council should consider allotting from future CDBG funds for the demolition.

2. A few years ago, we were part of a multi-municipal grant with Lehighton and Jim Thorpe to demolish dilapidated properties. Both Palmerton and Lehighton have completed their projects, but Jim Thorpe has run into issues with their plan and need to request an extension of the grant. They are requesting a letter of support from the Borough. On motion by Andrew Hollywood second by Holly Sell and voice vote, Council authorized a letter of support for Jim Thorpe's request for an extension of the PA-DCED grant.
3. As a matter of information for the public, PennDOT has contracted with Southern Traffic Services to obtain traffic data on streets in Palmerton. This will run from March 1 through November 16, 2023.

REPORTS OF STANDING COMMITTEES

FINANCE

Holly Sell reported:

1. On motion by Holly Sell second by Kris Hoffner and voice vote, Council authorized the advertisement of Resolution 697-23 for the Financing for Fire Department equipment, which authorizes to purchase equipment for the Fire Department.
2. On motion by Holly Sell, second by Cory Kepner and voice vote, Council authorized a grant application to the Pocono Mountain Visitors Bureau for upgrades to the Clock Park alongside the Municipal Services Building. The planned work includes removal and replacement of trees, planting of perennials around the existing paver area, and installation of two pole lights. The total project is \$18,835 and the Borough will provide a 50% match.
3. Palmerton Memorial Park Association is looking to obtain grants for upgrades and repairs to the pool property. They have contacted the Pa. Department of Conservation and Natural Resources, who recommended a feasibility study as the first step toward this goal and because the Borough owns the property, we would be the grant applicant.

On motion by Holly Sell second by Cory Kepner and voice vote, Council adopted Resolution 696-23, which authorizes application to the Pa. Department of Conservation and Natural Resources for a feasibility study of the pool property. A copy of this resolution is attached to these minutes.

4. On motion by Holly Sell, second by Cory Kepner and voice vote, Council approved bids on the following items through Municibid:
2010 Police Car - \$3,700.00 to Brent Green
Weigh scales and equipment - \$3,100.00 to Mark Knutson
5. On motion by Holly Sell, second by Cory Kepner and voice Vote, Council authorized Terry Costenbader, Kris Hoffner, Holly Sell, Autumn Canfield and Kimberly Rodrigues to sign checks and withdrawals on all borough accounts, effective February 27, 2023. Two signatures are required, one from Council and one from Administration.

PUBLIC RELATIONS/BOROUGH CODE

Holly Sell reported:

1. On motion by Holly Sell, second by Andrew Hollywood and voice vote, Council approved the advertising of Resolution 695-23, authorizing records disposal.

BUILDINGS/RECREATION

Cory Kepner reported:

1. On motion by Cory Kepner, second by Kris Hoffner and voice vote, Council approved the following use requests. The approvals are subject to scheduling and availability:

| <u>Applicant</u> | <u>Facility</u> | <u>Purpose</u> |
|------------------|-----------------|-----------------------|
| Holiday Lighting | Park | Christmas in the Park |

| | | |
|--------------------------------|-------------------------|--------------------------|
| American Legion Post 927 | Park | Motorcycle ride/rally |
| Palmerton Festival Committee | Park/Bandstand | Festival |
| Palmerton Airing of the Quilts | Park | Town wide quilt show |
| Palmerton Historical Society | Park/Bandstand area | Photo op display |
| PASD/Parkside Education Center | Park/Coal Bowl Park Lot | Community helper's event |

PUBLIC SAFETY

Kris Hoffner reported:

1. On motion by Kris Hoffner, second by Andrew Hollywood and voice vote, Council approved the Lehigh Township fire police assistance request for March 25, 2023.

STREETS & SIDEWALKS

Andrew Hollywood had no report.

SEWER/SOLID WASTE/WATER

William Gallagher reported:

1. On motion by William Gallagher, seconded by Andrew Hollywood and voice vote, Council authorized the Council President to execute the contract with Wexcon, Inc. for the Sewer Main Sections Repairs and Road Restoration Project.

PERSONNEL

Terry Costenbader reported:

1. On motion by Terry Costenbader second by Cory Kepner and voice vote Council Appointed Autumn Canfield to the Carbon County Tax Collection Committee.
2. On motion by Terry Costenbader, second by Kris Hoffner and voice vote, Council entered into an Executive Session at 7:32 p.m. to discuss Personnel Matters. On motion by Andrew Hollywood, second by Holly Sell and voice vote, Council reconvened their regular meeting at 8:25 p.m.

DISPOSITION OF BILLS

On motion by Holly Sell, second by Cory Kepner and voice vote, Council approved payment of the invoices and the check register as presented.

REPORT OF THE MAYOR

Don Herrmann Reported:

1. Work has begun on the holding cell in the Police Department.
2. The Mayor has spoken with the Chief and is expecting our officers to be out and about more, when possible. We have mostly flat area that is conducive to walking the downtown area and the park is great for our bike patrol.

3. The Mayor Congratulated Donna McGarry on her retirement and welcomed Autumn Canfield as the new Borough Manager.

REPORT OF THE POLICE CHIEF

Timothy Kromer reported:

1. The 2023 Police Interceptor is scheduled to go to Lehigh Valley Fleet for upfitting next week. We have not yet received a timeline on delivery of our other vehicles. They are still waiting to be assigned a production date.
2. Chief Kromer provided an update on the ALERRT training. Sheriff Ziegler was able to secure two Level I courses that we will be hosting, allowing us to certify 40 Carbon County law enforcement officers in April. We will now have six of our patrolmen attending Level I training during that week. That will put us much closer to our goal of having all Carbon County law enforcement officers certified in Level I.
3. Patrolman Stern has received his BLS (Basic Life Support) Instructor Certification and his evaluation by St Luke's staff. He has already conducted his first certification class and the entire Department will be certified by Monday.
4. A reminder that the Palmerton Police Department is again hosting National Night Out on August 1, 2023.
5. The Chief Congratulated Donna McGarry on her retirement and welcomed Autumn Canfield as the new Borough Manager.

OLD BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

On motion by Holly Sell, second by Kris Hoffner and voice vote, Council adjourned at 8:33 p.m.

Respectfully submitted,

Christal M. Benninger
Recording Secretary

Donna I. McGarry
Borough Manager