

**Work Session Meeting Minutes
September 22, 2020**

A work session of the Hulmeville Borough Council was held on the above date via Zoom. This meeting was advertised in the Courier Times, notice was posted at the Borough Hall and on the Borough website.

Roll call was taken by Tom Wheeler

Councilmembers Present: Thomas Wheeler, President, Dan Mandolesi Vice President, Mayor Mahon, Nicholas Toth, Judy Coleman, and Doug Harris.

Councilmembers Absent: Doug Edge and Nick Lodise

Councilmembers Late: none

Others in Attendance: Solicitor, Robert DeBias, Secretary, Dorothy Omietanski, Fire Marshal, Bill Wheeler and John Moser

Absent: none

Call to Order: Mr. Wheeler called the meeting to order at 7:39 pm; all those present joined in the Pledge of Allegiance.

Mr. Wheeler Stated: We are holding this meeting by zoom pursuant to Senate Bill SB814, passed as Act 15 of 2020 as a result of the Emergency Declaration issued by Governor Wolf and the stay at home and shelter in place orders that have been issued by Governor Wolf. This meeting was advertised in the Courier Times and notice was posted at the Borough Hall and on the Borough Website. This meeting is being recorded and will be placed on the Borough Website. A draft of the minutes will promptly be placed on the website as well.

Executive Session: Mr. Wheeler wanted to make it known that there was an executive session called at 7:00 pm till 7:30 pm. The meeting was held to inform members of council of a property concept that was presented to a few members of the Borough council. Two members of council along with the Mayor and solicitor attended a meeting, with regards to a property concept plan. The meeting was to gather information only, and no action was taken.

Public Comment: none

Solicitor:

- RDA Peace Valley – Peace Valley Holistic Center asked Hulmeville Borough to sponsor them again this upcoming year for an RDA Grant in the amount of \$15,000.

Motion made by Mr. Harris and seconded by Mr. Toth to sponsor Peace Valley Holistic Center for a \$15,000 RDA Grant to assist with the completion of their café; motion passed with all in favor 5-0-0.

- RDA Applications – Mr. DeBias is planning to have the RDA applications completed by Friday.
- Meeting Agendas – Mr. DeBias informed council that there is discussion regarding requiring municipalities to post their meeting agendas before each meeting they hold. If passed the agendas would need to be advertised in a newspaper, as well as posted at their municipal office. Once the meeting agenda has been announced no additions can be made.
- Zoom Meeting October - Council agreed to continue to have the October 5th regular council meeting, and October 20th work session via zoom.

Motion made by Mr. Mandolesi and seconded by Mr. Harris to continue to have the October 5th regular council meeting, and October 20th work session via zoom; motion passed with all in favor 5-0-0.

Fire Marshal:

- Open Burn Ordinance – Mr. Toth inquired as to the size limit of the fire pits if they are manmade. Council settled on no larger than 7 square feet unless specifically approved upon application to council. The fee would be annual, and council agreed to a fee of \$25 to no more than \$50 per year. Mr. Toth suggested for efficiency sake have the owner take a picture, submit it with paper work, and payment on line. Fire Marshal Wheeler feels strongly that the inspections need to be done in person. Council also agreed that limits for burning would depend on air quality and the time range for allowing open burns would be 8am to 11pm. Mr. DeBias will meet with Fire Marshal Wheeler to finalize the ordinance. Council will vote to advertise the ordinance in October for adoption in November.
- Website – Fire Marshal Wheeler is 1 to 2 pages away from presenting the new website to council. Fire Marshal Wheeler stressed that zoning, and code enforcement will need more information added to the pages on the site. Mr. Wheeler has received a lot of good information from Judy, the zoning officer, and will gather it together to present to council.

Personnel: The personnel committee interviewed Rose Torres for the position of code enforcement officer. The committee was very impressed with her resume. She currently works part-time for Bristol Borough. Ms. Torres did inform them that she cannot attend the monthly council meetings, due to her commitment as a volunteer fire fighter. If the personnel committee is going to hire her, they will need to complete a background check and submit her resume to be filed.

Budget:

- Repairs Borough Hall – Mr. Mandolesi did receive an estimate for the stucco work on Borough Hall. The total cost to do the work was \$56,000.
- Police Department – Mr. Harris informed council that the Chiefs hours will be increasing by 10 hours per week more, starting in January. The budget has also allocated money for a new police vehicle.
- 2021 Budget – The budget will be advertised in November for adoption in December.

Mayor:

- Halloween – Mayor Mahon asked council how they want to proceed with regards to Halloween this year in midst of the pandemic. There are some recommendations to cancel Halloween this year due to COVID. Council all agreed not to cancel Halloween. Mayor Mahon will address the matter in the upcoming newsletter. She will stress safety, suggest wrapped bags of treats, one kind of treat so kids are not tempted to dig, no interaction, and if you do not want to distribute candy please turn house lights off so kids know not to knock on your door.
- National Night Out – National Night Out is set for October 6 from 5-7pm.
- Flea Market Day – Mayor Mahon is concerned that some in the community may still be participating in the Flea Market Day. She has assigned one police officer to be on duty Saturday.

Old Business:

- International Building Code 2018 – Mr. Harris explained to council that currently the Borough has nothing that covers building maintenance. The IBC would cover maintenance issues both inside and outside the home. There are numerous spots throughout the code that will need to be filled in by council. Mr. Harris stressed that the Borough needs the IBC in order to be able to complete rental inspections. Mr. DeBias explained if council voted to adopt the IBC they could advertise a summary and make the complete code available for inspection at the Borough. Mr. DeBias explained that he has a lot to complete between the budget and RDA Grants, and requested that council hold off on the adoption of the IBC till December. In the meantime, council does need to decide on when rental inspections would be conducted, and what the requirements are going to be for inspection. Mr. Harris, Mr. Wheeler and Mr. Mandolesi will meet to iron out the details of the rental inspection requirements.
- Flood Plain Inspections – Mayor Mahon has conducted a total of 3 flood plain inspections to date. All properties should have been completed by now, however no one is calling her to schedule the inspection.
- Traser Training – Mr. Toth is coordinating a training session with Traser. Ms. Omietanski, Fire Marshal Wheeler and Ms. Buchhofer will be present.

Correspondence:

- Liquid Fuels – Ms. Omietanski informed council that the estimated liquid fuels for 2021 is \$23,840.31.

There being no further official business the meeting was adjourned at 9:40 pm; motion made by Mr. Toth and seconded by Mr. Mandolesi.; carried 5-0-0.

Note – Mr. Wheeler called an executive session at 9:40pm and it ended at 9:50pm.

Respectfully Submitted

Dorothy Omietanski
Secretary Hulmeville Borough