

**BOROUGH OF ELIZABETH  
COUNCIL MEETING  
AUGUST 23, 2022  
MINUTES**

**Executive Session was held for Personnel and Litigation Items**

**CALL TO ORDER**

President Guffey called the meeting to order at 7:30 p.m.

**PLEDGE OF ALLEGIANCE**

President Guffey led all in the Pledge of Allegiance.

**ROLL CALL**

Present – President Guffey, Mr. Rager, Mr. Smith, Mrs. Gephart, Mr. Buchina and Mrs. Cress

Also Present – Solicitor Matta, Mayor Boucher and Borough Manager Mr. Craighead

Absent – Mrs. Turner

**ANNOUNCEMENTS**

Executive sessions were held on August 17, 2022 and August 23, 2022 to discuss personnel and legal issues.

**VISITORS**

Larry Ross thanked Mr. Buchina for recommended portable speed bumps during events. There was a discussion about the use of the speed bumps only during events. Solicitor Matta suggested placing signs where they are in use so people know they are there. Mr. Ross indicated the speed bumps came with signs.

**COMMENTS ON AGENDA**

None

**APPROVAL OF MINUTES**

Motion to accept the minutes of the July 20, 2022 Workshop Meeting, July 20, 2022 Special Meeting and July 26, 2022 Council Meeting:

- Motion – Mr. Rager
- Second – Mr. Smith
- Voice Vote - All in Favor

**PAYMENT OF BILLS**

Motion to pay the bills as presented:

- Motion – Mr. Buchina
- Second – Mr. Smith
- Roll Call Vote – All in Favor

## **REPORTS**

### Mayor

Mayor Boucher asked for a moment of silence for the father of Chief Sombo who passed away recently. Announced that the police will be cutting back on shifts. Mr. Boucher announced he and the town of Elizabeth are mentioned in a best seller.

### Treasurer

Monthly financial report is included in the board packet. President Guffey indicated things are going well and asked if there were any questions. No questions were asked.

### Solicitor

Solicitor Matta indicated his topics were covered in Executive Session.

### Building Inspector

No report.

### Chief of Police

Chief Sombo is currently on vacation and his father passed away during that time. The Chief will present this month along with the September report at the September meeting.

### Animal Control

No issues.

### Borough Manager

Mr. Craighead indicated the revenues are heavier in the first half of the year with tax collection. Grants are being received and projects are being completed. Those projects increase expenses because of borough matching funds. The borough is increasing monitoring the parking meters in order to increase the use of the parking meters. Talked about the purchase of the dump truck. All revenue sources will be examined such as permits and landlord registrations.

## **REPORT OF COMMITTEES**

### Budget & Finance

None

### Public Safety

Discussion of firemen working for the borough also as an asset to the municipality. It enables the borough to respond quicker to emergencies.

### Public Works

Report was submitted. Discussion took place concerning COG services and maybe expanding with other county COG's in the areas which would enable the borough to share expanded resources for example vehicle purchases, or street sealing services.

### Parks & Recreation

Mrs. Gephart gave an update on movies in the park. The Marley & Me movie is the next movie on September 9, 2022.

### Ordinance

Mr. Rager indicated he has some concerns about getting some things cleaned up. Some discussion pursued about the boat dock and parking of boats. Some concerns about having residents take care of any issues. The police and building inspector will look at issues to determine whether citations need to be issued. We are trying to crack down on ordinances with businesses and residents.

### Personnel

We will have to repost the part-time secretary position because of lack of interest with the current postings.

### Economic Development

Mrs. Kress reported that she got final approval for the Keystone grant and an RFP will be put out by the end of the year.

### Planning

No report.

## **OLD BUSINESS**

## **NEW BUSINESS**

1. Motion for low bidder Plavchack Construction to begin work on riverfront project 2019-CITF-041 Plum Street Improvement Phase 6.
  - Motion – Mr. Buchina
  - Second – Mrs. Smith
  - Voice Vote – All in Favor
  
2. Motion to vacate Water Street permanently for the portion of the area that will be developed for the riverfront project.
  - Motion – Mr. Rager
  - Second – Mr. Buchina
  - Roll Call Vote – All in Favor
  
3. Motion to apply for county grant CDBG Year 49 (2023) Program.

- Motion – Mr. Smith
  - Second – Mrs. Rager
  - Voice Vote – All in Favor
4. Motion to approve Council Members and Borough Manager to enroll for the Community Economic Development Courses. Cost for the classes will be \$50 per person.
    - Motion – Mr. Smith
    - Second – Mr. Rager
    - Voice Vote – All in Favor
  5. Motion to make \$25,000 payment to the Tax Anticipation Note (TAN).
    - Motion – Mr. Rager
    - Second – Mr. Smith
    - Roll Call Vote – All in Favor
  6. Motion to approve lien collection payment to Keystone Collections Group for the amount of \$1,740.00.
    - Motion – Mr. Smith
    - Second – Mr. Rager
    - Roll Call Vote – All in Favor
  7. Motion to Pay invoices from Pugliano Construction for Phase 7 Completion.
    - Motion – Mr. Rager
    - Second – Mr. Smith
    - Roll Call Vote – All in Favor
  8. Motion to Approve payments to Glenn Engineering & Associates for Plum streetscape Phase 7 construction Project for the amount \$6994.90 and annual flood plain management report for \$71.25.
    - Motion – Mr. Buchina
    - Second – Mr. Smith
    - Roll Call Vote – All in Favor
  9. Motion to pay for the new public works dump truck. Costars Contract #02504 vendor number 346888 Wexford Shultz \$78,300 plus \$918.24 for Plow Connector.
    - Motion – Mr. Smith
    - Second – Mr. Rager
    - Roll Call Vote – All in Favor
  10. Motion to purchase cameras not to exceed \$300.00 for Public Works use to monitor streets for dumping or other activities that affect public safety.
    - Motion – Mr. Rager
    - Second – Mr. Smith

- Roll Call Vote – All in Favor
- 11. Motion to accept the resignation of Police Officer Ashley Redshaw effective July 10, 2022.
  - Motion – Mr. Smith
  - Second – Mr. Buchina
  - Roll Call Vote – All in Favor

**PUBLIC COMMENTS**

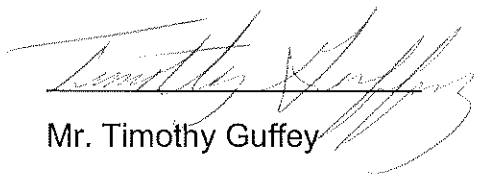
**GOOD OF THE ORDER**

- Movies in the Park are scheduled as follows:
  - **September 9**      **Marley & Me**

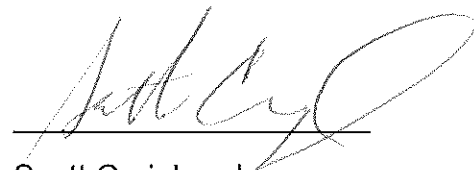
**ADJOURNMENT**

- Motion – Mrs. Gephart
- Second – Mr. Buchina
- Voice Vote – All in Favor

Prepared by:



Mr. Timothy Guffey  
Council President



Scott Craighead  
Borough Manager