

Borough of Freemansburg

600 Monroe St., Freemansburg, PA 18017

Council Meeting Minutes

Tuesday, January 3, 2023-7:00 PM

Pledge of Allegiance

Roll Call

Mayor: Gerald Yob-*present*; **Council Members:** Homer Lorrh-*present*, Justin LaBar-*absent*, Jim Smith-*present*, Charles Derr-*absent*, Colleen Gallagher-*absent*, Margaret Lorrh-*present*, Rudolph Gallich-*present*

Borough Secretary: Justine Rossi-*present*

Solicitor: James Preston, Esq., Anthony Giovannini, Esq.-*present*

Borough Manager: Jonathan Itterly-*present*

Courtesy of the Floor

Finance/Personnel

Council authorized amending the Agenda to add two additional Resolutions:

Motion-to authorize amending the agenda to add Resolution 2023-014 and 2023-015 by M. Lorrh, 2nd Derr-PASS ALL AYES.

- **Resolution #2023-001...** *(a Resolution reappointing Borough Solicitor James Preston of Broughal & DeVito for 2023, for authorization.*

Motion-to authorize Resolution 2023-001 reappointing Borough Solicitor James Preston (or associates) of Broughal & DeVito for 2023 by M. Lorrh, 2nd Smith-PASS 5-0.

- **Resolution #2023-002...** *(a Resolution reappointing Borough Engineer Justin M. Coyle, Carroll Engineering for 2023), for authorization.*

Motion-to authorize Resolution 2023-002 reappointing Borough Engineer Justin M. Coyle of Carroll Engineering for 2023 by Smith, 2nd M. Lorrh-PASS 5-0.

- **Resolution #2023-003...** *(a Resolution reappointing Sewage Enforcement Officer, Thomas Knoll for 2023), for authorization.*

Motion-to authorize Resolution 2023-003 reappointing Sewage Enforcement Officer Thomas Knoll for 2023 by M. Lorrh, 2nd Smith-PASS 5-0.

- **Resolution #2023-004...** *(a Resolution reappointing Independent Auditors, France, Anderson & Basile, for 2023), for authorization.*

Motion-to authorize Resolution #2023-004 reappointing Independent Auditors, France, Anderson & Basile, for 2023 by Smith, 2nd M. Lorrh-PASS 5-0.

- **Resolution #2023-005...** *(a Resolution reappointing delegates to the Northampton County Tax Collection Committee for 2023), for authorization.*

Motion-to authorize Resolution #2023-005 reappointing delegates to the Northampton County Tax Collection Committee for 2023 by M. Lorrh, 2nd Smith-PASS 5-0.

- **Resolution # 2023-006...** *(a Resolution appointing Chief Administrative Officer of the Police and Non-Uniformed Pension Plans), for authorization.*
Motion-to authorize Resolution # 2023-006 appointing Jonathan Itterly as Chief Administrative Officer of the Police and Non-Uniformed Pension Plans for 2023 by M. Lorrh, 2nd Smith-PASS 5-0.
 - **Resolution # 2023-007...** *(a Resolution reappointing Zoning Hearing Board Solicitor Michael Shay of Shay, Santee, & Kelhart for 2022), for authorization.*
Motion-to authorize Resolution # 2023-007 reappointing Zoning Hearing Board Solicitor Michael Shay of Shay, Santee, & Kelhart for 2023 by M. Lorrh, 2nd Smith-PASS 5-0.
 - **Resolution #2023-008...** *(a Resolution reappointing Council Vacancy Board member David Zmijewski), for authorization.*
Motion-to authorize Resolution #2023-008 reappointing Council Vacancy Board member David Zmijewski for 2023 by M. Lorrh, 2nd Smith-PASS 5-0.
 - **Resolution #2023-009...** *(a Resolution appointing and authorizing signatories to Borough accounts...), for authorization.*
Motion to authorize Resolution #2023-009 appointing and authorizing signatories to Borough accounts, authorizing the reappointment of Lisa Mack as Borough Treasurer and Justine Rossi as Borough Secretary, and reappointing Justine Rossi as Borough Deputy Tax Collector by M. Lorrh, 2nd Smith-PASS 5-0.
 - **Resolution #2023-010...** *(a Resolution reappointing the Building Code Board of Appeals), for authorization.*
Motion-to authorize Resolution #2023-010 reappointing the Building Code Board of Appeals for 2023 by M. Lorrh, 2nd Smith-PASS 5-0.
 - **Resolution #2023-011...** *(a Resolution reappointing Fire Marshall Christopher Snyder for 2023), for authorization.*
Motion-authorizing Resolution #2023-011 reappointing Fire Marshall Christopher Snyder for 2023 by M. Lorrh, 2nd Smith-PASS 5-0.
 - **Resolution #2023-012...** *(a Resolution adopting the Borough Fee Schedule for 2023-) will be distributed at this evenings meeting, for authorization.*
Motion-to authorize Resolution #2023-012 adopting the Borough Fee Schedule for 2023 by M. Lorrh, 2nd Smith-PASS 5-0.
 - **Resolution #2023-013...** *(a Resolution reappointing KeyCodes Inspection Agency. (Zoning/UCC/Inspections) for 2023), for authorization.*
Motion- to authorize Resolution #2023-013 reappointing KeyCodes Inspection Agency. For Zoning/UCC/Inspections for 2023 by Smith, 2nd M. Lorrh-PASS 5-0.
- *Amended Agenda: Resolutions
- Resolution #2023-014-Reappointment of Cheryl Simons and Homer G. Lorrh as members to the PC
 - Resolution #2023-015-Reappointment of Richard Takacs as a member to the ZHB
- Motion-to authorize the reappointment of Cheryl Simons and Homer G. Lorrh as members to the Planning Commission by M. Lorrh, 2nd Smith-PASS 5-0.

Motion-to authorize the reappointment of Richard Takacs as a member of the Zoning Hearing Board by Smith, 2nd M. Lorrh-PASS 5-0.

- Payroll Reports for paychecks dated 12/15/2022 & 12/29/2022, *informational*.
- List of bills dated 12/28/2022, *(previously signed by Finance Committee members) authorization of payment.*

Motion-to authorize list of bills dated 12/28/2022, previously signed by Finance Committee members to avoid late fees due to due dates by certain vendors before today’s Council meeting by M. Lorrh, 2nd Smith-PASS 5-0.

- Monthly Tax Report for **November 2022**, *informational*.
- Writ of Execution for 601 Abbe Court, for delinquent Sewer, Sanitation, and Borough Real Estate Taxes, *for authorization.*

Motion-to authorize the Writ of Execution for 601 Abbe Court for delinquent Sewer, Sanitation, and Borough Real Estate Taxes by Smith, 2nd M. Lorrh-PASS 5-0.

- Letter from Borough property owner Thomas Fenon, to request an exemption of Sanitation and Sewer fees for vacant property at 535 Main Street Rear (aka 13 Elm St). *Discussion was held. Property was observed to have a roof being replaced. Item was tabled until property owner is notified to check status.*

Community Development, Public Safety & Fire Company

- Approval with contingencies, of the subdivision plan, Lots 1222-1226 of the Clearfield Terrace Subdivision, that was before and recommended by the Freemansburg Planning Commission and Borough Engineer, *for approval.*

Motion-to approve the subdivision plan of Lots 1222-1226 of the Clearfield Terrace Subdivision as recommended by the Freemansburg Planning Commission and the Borough Engineer by Smith, 2nd M. Lorrh-PASS 5-0.

- Authorization to advertise an Ordinance restricting parking in certain areas on Ramblewood Lane. Traffic Study supporting the prohibition of parking on Ramblewood Lane completed by Borough Engineer, *authorization.*

Motion-for authorization to advertise an Ordinance restricting parking in certain areas on Ramblewood Lane. (Traffic Study supporting the prohibition of parking on Ramblewood Lane completed by Borough Engineer) by Derr, 2nd M. Lorrh-PASS 5-0.

- Townes at Willow Bend HOA meeting will be held Tuesday 1/24/23 at 6:30pm, Borough Hall. HOA Admin thanked Council for the use of the meeting room.
- Letter dated 12/12/22 from Lamont McClure announcing the 2022 Public Safety Grant Award of \$11,600 for “Purchase of Off-Road Response Vehicle Trailer”
- Letter dated 12/12/22 from Lamont McClure announcing the 2022 Public Safety Grant Award of \$14,300 for “Police Department Website Upgrade, Online Payment Implementation & Purchase of Nixle Notification System”

- Letter dated 12/12/22 from Lamont McClure announcing the 2022 Grow NORCO Grant Award of \$15,000 for “Construction of an Amphitheater”
- Appeal for Persons with Disability Parking Permit for 348 Juniata St., *for review. Resident did not show (was notified via email by Justine Rossi on 12/29/22 with no reply) therefor the decision to deny the application stands.*

Sewer, Sanitation, Streets/Public Works

- *Electricians are currently working at the Public Works Garage and are almost completed with the project. The digital sign at Monroe and Cambria is almost done. Special thanks to Manager Itterly, Xavier Itterly and the PW Department for their assistance with the project as it was a huge cost savings to the Borough. PW vehicles are ready for inclement weather and the department members will be meeting to discuss plow operations.*

Police Department

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Parks & Recreation

- Parks & Recreation event Donuts & Cookies with Santa was a huge success! Thanks to the new P&R Committee for a great job this year. Committee will be meeting this month to create a calendar of events for 2023 which will be provided to Council.

Mayor, Manager & Council President

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Miscellaneous

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Open Meeting Adjourn: 7:44pm

Executive Session: litigation, property acquisition & personnel matters

Open meeting ended at 8:05pm, where the following motions were made:

Motion-to authorize Part time PW employees to work 40 or more hours per week as needed by Smith, 2nd M. Lorrh-PASS 5-0.

Motion-to adjourn at 8:10pm by Smith-ALL AYES.

Respectfully Submitted by: _____

Justine A. Rossi, Borough Secretary

Approved by Council: _____ Certified: _____

