

**CATAWISSA BOROUGH COUNCIL MEETING  
AUGUST 6, 2007 7:00 P.M.  
HELD AT THE FIRE HALL 400 SOUTH STREET**

Council President George Romania called the meeting to order. Council and attendees recited the pledge of allegiance.

**ROLL CALL:** Deneen Casey, Linda Kashner, Barb Reese, Ed Rhoades, John Sabol, George Romania, Dottie Linn, Mayor Harold Kitchen, Atty. Anthony McDonald. All were present.

**READING OF THE MINUTES:** A motion was made by Linda Kashner and seconded by Ed Rhoades to dispense with the reading of and approve as written the minutes of the previous months minutes. All aye, none opposed.

**GUESTS TO BE HEARD:** Herb Maurer asked what the Borough was going to do in case of emergency. Where was the money going to come from if something happened to the poles, or other supplies in the electric company. Linda Kashner addressed this by telling Mr. Maurer that the Rolling Stock reserve is set up for such emergencies.

**CODE ENFORCEMENT:** James Haney had nothing new to report.

**CORRESPONDENCE:** There were no pieces of correspondence to be read.

**WATER AUTHORITY:** Cindy Bachman reported that the county is now under drought watch. The borough residents are asked to conserve water. Cindy showed concern regarding the water being left on in the CARA park bathroom. Please be aware of the problem and maybe find a solution to make people responsible for usage.

**ELECTRIC DEPARTMENT:** Harry Young reports CVS's meter was changed with no interruption of power to them. No other items to report. Thank you for the support during his mother in law's passing.

**WASTEWATER TREATMENT SUPERINTENDENT:** Jane Chaundy gave the report for Dale. She reported that the grant for the sewer department is now in the hands of the engineers.

**BOROUGH MANAGER REPORT:** Jane introduced herself to the residence of Catawissa. Jane explained that there is a vacancy in the vacancy board. Council is accepting letters of interest. A procurement policy was introduced by the borough manager. A motion was made by Ed Rhoades and seconded by Barb Reese to adopt the procurement policy designed by Jane. All aye, none opposed.

**STREET DEPARTMENT SUPERINTENDENT:** Clair Kingston discussed the blacktop project in the borough. He will be meeting with PENDOT later this month for other projects.

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**POLICE:** Chief Mark Hardin reported that Saturday, August 11, will be the Catawissa Fireman's carnival. Chief Hardin informed council that all permits were filed for the event.

**POLICE & EMERGENCY RESPONSE:** John Sabol has nothing to report at this time.

**MAYOR:** Mayor Harold Kitchen gave the council an ordinance from Stroudsburg regarding digging in the borough with metal detectors. Mr. Kitchen showed concern for burning in the borough. A resident reported that she witnessed the sewer department employees burning at the sewer plant. Council directed Jane Chaundy to look into the matter.

**COMMUNITY IMPROVEMENT, ACTIVITY CENTERS & RECREATION**

**CHAIRMAN:** Barb Reese gave an update on the Heritage Trek organization. She also displayed to the Borough the items Heritage Trek will be selling at various events. Such as: sweatshirts (designed by April Marrut), hats, and pins. Barb requested from the borough on behalf of Heritage Trek to ask the borough if they could borrow \$1,897.49 to be paid back with sales of the items mentioned. A motion was made by John Sabol and seconded by Dottie Linn to lend Heritage Trek the \$1897.49. A question was addressed by Deneen Casey: What happens if they do not sell? George Romania responded that the amount not reimbursed will come out of the parks & recreation budget. All aye, none opposed.

**PROPERTY, SUPPLY & BUILDING MAINTENANCE CHAIRMAN:** Ed Rhoades had nothing to report at this time.

**FINANCE, PENSION & INSURANCE CHAIRMAN:** George Romania stated that the council will have an executive session later for personnel reasons. Linda Kashner explained to the council that she and Jane went to a budget seminar and is asking for volunteers with budget experience to join them. They will be beginning budget sessions soon.

Warren Merkel gave his report about the study the electric committee findings. What their goal was to change the rate for the best for the borough residents and the borough its self. Atty. O'Donnell thanked Mr. Merkel. George Romania expressed his gratitude to Mr. Merkel and Mr. Bender on behalf of the council and the residents for their work on the electric committee. A discussion about the borough collection of meter deposits was discussed. Mr. Romania informed the residence about the new light bulb technology. A motion was made by Barb Reese and seconded by Dottie Linn to roll back the electric rates to the 2005 cost levels. All aye, none opposed. A resolution will be adopted and hopefully the new rates will be in effect for this months billing. Volumes of people applauded the efforts of Mr. Merkel and Mr. Bender.

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**NEW BUSINESS:**

- Lisa Rumberger of First Columbia Bank spoke to council and residents regarding direct deposit of payroll, on-line banking and credit card payments.
- A resident asked about paying the bills at the Borough office. Linda Kashner answered that she spoke to an auditor regarding this issue. He and the council thought having the bank as a collection agency was more efficient and better for checks and balances.
- Linda Kashner made a motion to name the park behind the opera house the Ralph E. Wolfgang Memorial Park. The motion was seconded by Barb Reese. All aye, none opposed.

**COUNCIL AJOURNED FOR AN EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS.**

**Council reconvened, after the executive session, for normal business.**

- George Romania explained the hiring policy of the Borough. The hiring policy of the borough is at the Borough Hall for anyone wishing to review. Atty. McDonald responded to the question of residents regarding the hiring of the borough secretary. A handful of residents questioned hiring procedure. Atty. McDonald assured the audience that the hiring is being done legally. There was a discussion of insurance contribution by employees.
- A motion was made by Linda Kashner seconded by Deneen Casey to hire Kimberly Rhoades as Borough Secretary at \$12.00 hr. All aye, none opposed. Ed Rhoades abstained.
- A motion was made by John Sabol seconded by Barb Reese to offer Jane Chaundy a contract for Borough Manager. After 6 months an evaluation will be made and Jane could receive up to a \$1500.00 raise. After 1 year the same offer will be made. All aye, none opposed.
- There was a discussion within council to help the non profit organizations in the borough. A policy will be looked into. Only on an as needed basis.

**FINANCE:** George Romania read the finance report. General Fund has a balance of \$164,207.54, Electric has a balance of \$139,057.22, Sewer has a balance of \$59,193.90, Payroll has a balance of \$8,429.18. There was a transfer for PEMA 2006 flood from general fund to the reserve in the amount of \$42,659.42. There was also a transfer from the sewer fund to the reserve of \$26,212.75. Those were reimbursement from PEMA & FEMA for the 2006 flood.

**BILL TO BE PAID:** General Fund and Administrative \$13,135.21, Police \$654.80, Streets \$1,878.49, Total General Fund bills \$15,668.50. Interim bills \$47,168.80, Total is \$62836.58, Senior Center \$162.75, Electric \$608.66, Sewer \$6,706.81, Interim bills for Electric \$74591.48, Sewer \$133.73, Total for the Senior Center \$162.75, Electric Department \$75200.14, Sewer \$6,840.54, Total bills \$23146.72, Interim bills \$121883.29, Grand Total \$145040.01, Electric transfer to general fund \$35252.93

- A motion was made by Dottie Linn and seconded by John Sabol to pay the bills as read by George Romania. All aye, none opposed.
- A motion was made by Dottie Linn to adjourn seconded by Linda Kashner. All aye, none opposed.

Meeting was adjourned.

Kimberly Rhoades  
Borough Secretary

DRAFT