

**OLYPHANT BOROUGH  
COUNCIL MEETING  
APRIL 5, 2022**

**Flag Salute:** Baldan led with the Pledge of Allegiance.

**PUBLIC HEARING:** Joseph Rovinsky Lackawanna County, chaired a public hearing to discuss the Community Development Block Grant Program, to inform the public and Borough Officials of funds available for the upcoming fiscal year; an estimated amount of \$170,000 is available; the Borough must submit a Needs Assessment to Lackawanna County by June 2022; funding is most likely going to the Olyphant Borough Jackson St. Project.

**Roll Call:** Hudak, Frushon, Tully, Krukovitz, Abda and Baldan were present.

**EXECUTIVE SESSION:** Baldan announced personnel and Fire Department matters were discussed.

**Public Comment:** State Representative Kyle Mullen, presented a proclamation, remembering the late Mayor John Sedlak; Mullen said he was recognized on the Pennsylvania House Floor, so he would be part of the Public Record, recognizing his dedication as a Fireman and his Civic duty he performed as Mayor.

President Baldan presented a plaque, in honor of the late Mayor Sedlak, to Eureka Hose Co. #4; Baldan thanked Mullen and the Fire Members of Eureka Hose Co. for attending the meeting. Mayor Jonathon Sedlak swore in the new Full Time Police Officers Thomas Sakosky, Clayton DeVoe and Kyle Kovack. Candidate for Fire Chief Robert Powell, was asked if he was willing to serve under the conditions proposed by Borough Council: Robert Hudak asked Powell if will abide by the following rules until he is fit and cleared by the workman's compensation doctor: You will not come to a fire scene in Fireman's gear; you are not to in anyway be actively or physically involved with the fire; or involve with conducting and directing the fire scene, you are to stay outside the taped area; Powell accepted the conditions; Mayor Sedlak swore in Robert Powell as Fire Chief.

**Minutes:** A motion was made by Tully and seconded by Abda to approve the minutes from the previous meeting, all members assented.

**Borough Bills:** A&A Auto \$269.28, AJ Gilgallon \$100.00, Am Trust North America \$8,455.00, American Rock Salt \$3,055.97, Auto Zone \$223.53, Berkheimer Associates \$2,474.56, Blakely Borough \$5,495.86, Cintas \$290.45, ESC Design \$2,2527.50, Fraser Advanced Information Systems \$210.08, Fire Chief Robert Powell \$50.00, GBA 1,234.27, Hose Co. #1 \$1,300.00, Hose Co. #2 \$1,300.00, Hose Co. #4 \$1,300.00, Hose Co. #6 \$1,300.00, Hose Co. #8 \$1,300.00, Hunter Keystone Peterbilt \$2,937.52, Jalvo Inc \$250.00, Kelleher Tire \$630.44, Kovatch Ford \$126.07, Kramson Uniform \$500.00, Lackawanna County Recycling Center \$556.80, Legendary Autoworks \$174.79, Louis LaFratte \$11,900.00, Newday Technologies \$287.99, Northeast Inspection Consultants \$1,422.43, Olyphant Ambulance \$450.00, One Point \$4,475.00, PAWC \$43.02, Powell's Sales & Service \$549.66, Rite Temp \$122.94, Rossi Rooter \$3,850.00, Santarelli & Sons \$1,213.72, Schwaab Inc. \$591.45, Staples \$140.88, Starr Uniform \$315.90, Tom O'Boyle's Auto Service \$159.95, Verizon \$739.87, Voss Signs \$275.00, **Total \$62,911.10.**

A motion was made by Abda and seconded by Krukovitz, to pay the bills when funds are available; all members assented.

**TREASURERS REPORT:** Income: Taxes \$42,925.05, Licenses & Permits \$500.00, Fines & Forfeits \$1,448.57, Interest, Rents & Royalties \$7.14, Intergovernmental Revenue \$12,000, Charge for Services \$22,925.00, Miscellaneous Revenues \$6,436.53, Other Finance Source \$286,954.85, Total Income \$373,197.14. Expense, Legislative Body \$1,541.64, Executive \$291.67, Executive Manager \$0, Financial Administration \$375.00, Tax Collection \$2,920.52, Law-Retainer Fee \$1,041.67, Clerk/Secretary \$5,011.91, Data Processing \$112.50, Engineering Retainer Fee \$625.00, General Government \$7,692.11, Public Safety \$101,771.92, Fire \$7,312.91, Ambulance/Rescue \$450.00, Protective Inspection \$5,806.17, Planning & Zoning \$1,333.75, Employee Salaries \$41,545.94, Recycling Collection \$3,707.16, Solid Waste Collection \$13,467.12, Wastewater Sanitary Sewer \$20,541.00, Highways \$26,072.97, Recreation \$8,980.00, Debt Service 10,929.680, Miscellaneous

Expenditures \$92,686.15, Total Expense \$354,216.79 , Net Income **\$18,980.35. STATEMENT OF ACCOUNTS-** Olyphant Borough General Fund Beginning Balance \$122,339.49, Receipts \$206,625.48, Interest \$0.68, Bills Paid \$311,676.58, Ending Balance \$17,589.07, General Hi-Fi (Parking Meters) Beginning Balance \$12,447.20, Meter Collection \$0, Interest Earned \$.011, Ending Balance \$12,447.31, Special Road Account (Liquid Fuels) Beginning Balance \$8,700.34, Interest Earned \$0.11, Liquid Fuels Deposit \$153,171.52, Liquid Fuels Ending Balance \$240,873.91, Sinking Fund Account Beginning Balance \$26,031.71, Receipts \$11,000.00 Loan Payments \$10,929.68, Ending Balance \$29,102.03, Refuse Account Beginning Balance \$37,048.40, Sale of Refuse Stickers \$21,851.00, Interest \$0.25, Bills Paid \$10,916.42, Ending Balance \$47,983.23, Police Pension Fund Beginning Balance \$2,448,091.91 , Ending Balance \$2,419,856.77, Non Uniform Pension Plan Beginning Balance \$1,298,133.25, Ending Balance \$1,292,391.93, Phillip Condella Recreation Checking Beginning Balance \$498.03, Interest \$0, Ending Balance \$498.03, Fire Loss Escrow Account Beginning Balance \$58,455.64, Ending Balance \$58,455.64, Contingency Fund Beginning Balance \$704,243.49, Transfer \$12,000.00, Interest \$5.56, S&L Account \$262,876.73, EMC Insurance \$5,000.00, M Mayo \$5,640.00, AJ Guzzi \$11,121.25, W&L Landscaping \$5,200.00, FNB Equipment Peterbilt \$19,764.65, Transfer to General Fund \$30,000.00, Ending Balance \$418,370.81, Flood Account Beginning Balance \$25,466.10, Interest \$0.20, Ending Balance \$25,466.30.

**Secretary's Monthly Report:** None.

**Mayor's Monthly Report:** March 2022 total incidents 855: Abandoned Vehicles 3, ALS call 7, Animal Incident 3, Assault 1, Assist Motorist 8, Automatic Fire 2, Building Check 219, BSL 7, Burglary 2, Phone Message 121, Carbon Monoxide 1, Child Custody 1, Criminal Mischief 0, DOA 0, Disorderly Person 5, Dog Complaint 11, Domestic 20, Driving Drunk 1, Drugs 3, Dumping 0, Emotionally/Mental 0, Escort 4, Fight 0, Fraud 3, Harassment 2, Hazardous 2, Hearing /court 1, Highway/road 16, Hit and Run 1, Identity Theft 0, Intrusion Alarm 17, Investigation 70, Juvenile 1, Landlord Tenant 1, Lockout 2, Loitering 0, Lost/recovered 4, Missing Person 2, Motor Vehicle 12, Neighbor dispute 1, Non-Structure Fire 1, Nuisance 6, Ordinance 3, Other Unspecified 34, Parking Complaint 16, Police Assistance 9, Police Information 5, PFA 1, Rescue 1, Service 1, Sex Crime 1, Shooting 0, Special duty 3, Stolen Vehicle 1, Structure Fire 2, Suicide /attempt 2, Suspicious Person 5, Suspicious Vehicle 14, Theft 4, Threats 7, Traffic Control 16, Traffic Stops 134, Transport 2, Trespassing 3, Vehicle Pursuit 2, Warrant Service 7, Water Main 2, Weapon 0, Welfare Check 11, Wire Down; Truck #5 is back at Ford for warranty work and will be out of service for the rest of April, all others are in service and running correctly; We are very excited to welcome our new Olyphant Police full timers; congratulations to new Fire Chief Robert Powell.

**Engineer's Report:** Attended Planning, Work Session and Monthly Borough Meetings, communicated with Soil Conservation Service, Lackawanna River Basin Sewer Authority and County engineer, pertaining to Borough Business; Communication with Zoning Officer about Planning Commission meeting items; Communication with Borough Manager/Solicitor, DPW Foreman and Zoning Officer regarding ongoing borough projects; Review of various Borough issues with DPW foreman, Borough Manager and council President; PA American and UGI, continued to call each utility company about repair to cuts made a various locations in the Borough; MS-4 Communication with DEP and sub consultant KBA on submission of PRP; Lackawanna Co. OECD Borough Building ADA Access Project review of Shop Drawings and continued communication with Lackawanna County and contactor on project status; Olyphant Borough 2022- Infrastructure Project Continued design, document specifications; attended meeting with committee members; Floodplain Administrator, review of multiple zoning applications for Flood Zone; submitted the 2021 Flood Plain Report to PEMA and FEMA; pedestrian update project contractor continued project along Lackawanna Ave. Review of various complaints about pavement heaving and breakup with DPW Foreman; DCNR 2022 Grant Fern Hill Park (courts and walking trail) submitted completed Grant application; Olyphant Borough 2021 Dirt and Gravel Roads Project, continued communication with Lackawanna County Soil Conservation; began design of rain garden for DSA Project; Washo Property completed review for Planning Commission of preliminary plan for grading work; DCNR Condella Park Equipment Project, continued design and contract documents for project;

E. Lackawanna Inlet project inspection, site visits and review and approval of payment application; Lackawanna County Arts Grant completed the grant for the Freedom Fighter Statue fund Raiser; CTC attended meeting with DPW Foreman and CTC Rep about possible work at train station and Condella Park; REIMBURSABLE Preliminary/final plans CLTS Land Development review of plan and prepared comment letter; communication with Engineer, LCRPC, Borough Officials and Zoning Office; Preliminary/final plans SKM Land Development review of plan, attended onsite meeting and Communication with Engineering , LCRPC, Borough Officials and Zoning Officer; Preliminary SKM (Underwood)- communication with Engineering, attended Planning Meeting Communication with Developer; Surveyor , LCRPC, Borough Officials and Zoning Officer; Preliminary/final plans Tri-Boro Land Development review of plan and prepared comment letter; communication with Engineer, LCRPC, Borough Officials and Zoning Office.

**Code Enforcement Officer Report:** Reported a Zoning Hearing Board meeting is scheduled for April 7, a variance request for a property on 300 block of E. Jefferson Ave; **Code Enforcement Activity:** answered numerous phone calls regarding complaints around the borough.

**Manager/Solicitor Report:** *Administration-* Coordinated the administration of the Olyphant Borough Electric Department and Electric Service Accounts including drafting and execution of payment agreements, discussions with account holders and account collection procedures; reviewed delinquent electric accounts collection summary report as compiled and submitted to the Borough Light Committee; consulted with Borough Civil Engineer regarding ongoing projects including the Downtown Revitalization Project and several grant applications; consulted with Borough Electrical Engineer regarding ongoing purchases, maintenance, usage and repair of Borough Electric Distribution System; consulted with Borough Civil and Electrical Engineers regarding ongoing projects and several proposed developments throughout the Borough; acted as CAO and provided required administration of Borough Police and Non-Uniform Pension Plans, reported balances and investments of Plans to Borough Council Conducted the administration of the Random Drug and Alcohol Testing Program regarding all DPW Employees having drivers licenses; conducted discussions regarding code enforcement officers and assisted in resolving several property maintenance conditions including the abatement of several nuisance properties; responded to several Right to Know Requests; processed and responded to several unemployment compensation claims; processed and coordinated several insurance claims regarding personal injury, property damage and sewer backups; conducted discussions with Borough IT Technicians regarding the installation of equipment for the ability to accommodate remote participation in Borough Meetings by Official and members of the Public; drafted Letters of Intent requesting studies to be completed on the feasibility of Police Department Regionalization and Fire Department Hose Company Merger (Borough wide), and submitted letters to appropriate state agencies; received a dividend of \$12,234.06 from DGK Insurance as a consequence of our Borough Insurance Package; participated in several discussions with the insurance carrier regarding ongoing Workers Compensation Litigation. **Legal:** Concluded the Civil Service Proceedings regarding the testing and hiring of Three (3) full-time Police Officers of the Borough of Olyphant; drafted the Resolution terminating the Declaration of Emergency in effect in the Borough of Olyphant as a consequence of COVID-19; drafted the resolution repealing certain prior Resolutions concerning the Olyphant Borough Fire Department; drafted advertisements for demolition contract solicitation regarding the former Weber building and for the vacancy in the position of Mayor of the Borough.

**Fire Chief Report:** 19 Incidents for the months of February and March 2022: 2/1 MVA 101 S. Valley Ave.; 2/3 Odor of Natural Gas 179 W Acorn Hill Dr.; 2/4 Basement Pumping 511 Delaware Ave.; 2/11 Refrigerator Fire 5156 Sanderson Ave; 2/14 Can Pack AFA; 2/18 phone message for Fire Chief; 2/19 Odor of gas 200 Mary St.; 2/26 Carbon Monoxide alarm 112 N Valley; 2/26 Can Pack AFA; 3/5 MVA backup; 3/7 unstable window 129 River St; 3/9 MVA accident 5 Marshwood Rd; 3/14 MVA E Scott and Adams; 3/17 Residential Fire 407 Lackawanna Ave; 3/20 Can Pack AFA; 3/30 Resident AFA 625 E Lackawanna; 3/21 Odor of Natural Gas Jackson and N Valley; 3/23 Body shop fire Heart Lake Rd Scott Twp; 3/25 Can Pack AFA; Powell said there have been a total

of eight (8) AFA at Can Pack; Powell said a Firefighter had an asthma attack at the 407 Lackawanna Ave.

**Committee Reports:** Krukovitz said there are a lot of potholes on E Lackawanna Ave; Frushon said we are still waiting of Event Policy for Jared Yoder fundraiser; Dempsey Uniform requesting use of Softball Field; Olyphant Softball asking Borough to cut grass on both fields; Merchant's Association is still looking for an additional \$300.00 for radio advertising; asking for the use of the Queen City Parking lot for free parking on event night; Tully thanked the police for their quick work concerning an arrest made on the Burke By-Pass; Hudak asked about scheduling DPW committee meeting; Abda will be scheduling a Police Committee meeting; he asked if the Mayor's report could list the amount tickets issued for motor vehicle stops; Abda said the numerous AFA at Can Pack should be subjected to fines according to the ordinance; Baldan said there is a section of Gravity Ave between E. Scott and E Pine should be considered as part of the paving project

A motion was made by Abda and seconded by Frushon to accept the reports; all members assented.

**Unfinished Business:** None

**New Business: Bid Opening:** Mustacchio said Lackawanna County Housing Authority is asking the Borough if they would consider picking up their refuse; it will be discussed at the next Work Session.

A motion was made by Hudak and seconded by Frushon to authorize the solicitation of 3 Quotes for Pothole patching, not to exceed \$20,000, and to authorize Engineer/Manager to award contract to lowest responsible bid; all members assented.

A motion was made by Hudak and seconded by Tully to authorize the solicitation of 3 Quotes for Line Painting not to exceed \$8,000, and to authorize Engineer/Manager to award contract to lowest responsible bid; all members assented.

**Public Comment:** Kim Evans thanked the Mayor, for helping with the Downtown cleanup; she asked Council to look at blocked storm drains between the 200 and 300 block of Lackawanna Ave; Eric Hartshorn thanked Council on behalf of Eureka Hose Company for the Memorial Plaque they presented in memory of Mayor Sedlak; John Kowalchik asked if there were streets that were going to be paved, and asked specifically if Delaware Ave. was going to be done; LaFratte explained this is PAWC project, and it should be paved within the next few weeks; Abda said the Electric bills will have notice to contact the Borough Office to notify them of any potholes.

**Adjournment:** A motion was made by Abda and seconded by Tully.

Secretary

John Tomcho