

Borough of Mayfield

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ALEXANDER J. CHELIK
Mayor

DIANA CAMPBELL
Council President

PHYLLIS A. JASKOWIEC
Borough Secretary

JAMES PERRY
Assistant Secretary

OWEN M. COLEMAN, ESQ
Solicitor

MAYFIELD BOROUGH COUNCIL Wednesday, August 14, 2024

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The meeting was called to order at 7:00 p.m. by President Diana Campbell followed by the Pledge of Allegiance.

Roll Call: Diana Campbell, Wendy Bochnovich, Mary Rosler, and Jennifer Rossi were present. Tom Hartman (out of town), Tiffany Casey (family emergency), and Bridget Boettcher (family emergency) were absent. Atty. Coleman was absent due to another commitment and Mayor Chelik was present.

President Diana Campbell announced there would be an executive session on personnel at the end of the meeting.

Public Input

Mark Cordelli, Lackawanna County Director for Community Relations, informed all about upcoming events in the county and left fliers to be posted. He also said that the arts grant program was open. Jim Mullen asked about sewers on route 6. He said he wants to sell his property there but once possible buyers find there are no sewers, they are not interested. Council members assured him that they are constantly writing grants and seeking funding, including for sewers.

Administration – Diana Campbell

Motion by Mary Rosler to approve the minutes of July 10, 2024. Second by Wendy Bochnovich. Passed 4-0.

Motion by Jennifer Rossi to accept the Treasurer's report for July, 2024. Second by Mary Rosler. Passed 4-0.

Motion by Wendy Bochnovich to pay all bills listed in packet and all others mentioned. Second by Jennifer Rossi. Passed 4-0.

Diana Campbell reported that the ARP money must be accounted for by the end of the year. Council packets are going to be emailed to all in September.

Streets and Public Works – Tom Hartman

Wendy reported that on August 1st, she, Tom Hartman, Mayor Chelik, and Chief Perechinsky met with Jeff Robach and Earl Helbing from PennDOT. They were previously called by Phyllis over the years to come to the borough office and file 3 reports that were due online. Jeff showed Wendy how to login to PennDOT and file the Liquid Fuels report and will show how to file the other reports another time. We were told that \$1000 can be spent on software every year using liquid fuels funds. QuikBooks can be purchased and we can receive free training for it through the county. Jeff returned on August 7 and met with Wendy and Chief and further discussed liquid fuels allowances. He recommended closing the

Streets & Bridges Money Market Account and just have the checking. Because the liquid fuels allotment is deposited into the money market account, he showed how to change it so that it is deposited into the checking. He also said don't close the money market until we actually see the funds are deposited correctly. Jeff is returning again on August 20 to continue showing how to file the online reports.

Mayor Chelik is working on the road additions for Liquid Fuels Funds. There is a problem with the deeds to the roads.

Mayor Chelik is taking care of a complaint from 104 Plank Road about water settling in a puddle on the property. He discussed this with UGI and Kriger and they are supposed to fix the problem.

There was a problem with 2 pave cut inspections because ARM, the inspection company, sent 2 reports, one on Plank Road, which is a state road, and one on Main St, which is a county road. Neither UGI nor PAWC filed pave cut applications for the work. Wendy was going to call ARM.

On August 14, Wendy, Diana, Tony Grizzanti, and Chief Perechinsky attended a Zoom meeting with April Hannon for the TASA sidewalk funding. The logins that are necessary were set up. Their next zoom meeting will be in October.

It was decided not to have Northeast Traffic Signal do the proposed maintenance on the 2 traffic signals. Wendy is going to call them and get more details and there will be further discussion on this at the next meeting. The fee is \$750.

Wendy reported she and Chief Perechinsky met with Lorie Ransom from the railroad and Lorie said that Jeff Dubas has been hired by the railroad to fix the coal catchers under the 3 railroad bridges. Jeff said he will start before school begins the Chestnut Street bridge where most of the students walk. The plan with Paul Natishak and volunteers is then to dig out where weeds grow under the bridges, put down heavy plastic and then put rock on top to prevent more weed growth.

Buildings and Parks – Jennifer Rossi

Jennifer said there was a suggestion to use key fobs to enter the borough building once it is updated. This can't be done right now because the bid included having the doors keyed. Key fobs can be done in the future.

She also reported that the state inspector shut down the elevator. Ron Suda, project administrator of Garaventa Lift USA, along with a state inspector will come in and perform the 5-year test. Jennifer is going to ask if the test can wait until after the building renovations are completed since the elevator will not be needed.

The windows were ordered after the June meeting. The outside will be done first. Jennifer said she is also looking for a replacement for the VCT tile that is in the bid because it requires too much maintenance.

Jennifer also reported that the electronic recycling day has been set up for Saturday, September 28 from 9 to 11 AM.

She also said that the recycling Form 904 for reimbursement is now completed and filed. A list of businesses is needed in order to be able to ask what hauler each uses.

She is going to apply for a drop off tire recycling day in Mayfield. Tentative date is Saturday, September 14.

The backflow test at the borough building has been completed.

Keith Tolerico completed repairing the façade on the Emergency Services Center.

Athletic Complex and Playgrounds – Mary Rosler

Mary said she was uncertain if the water backflow test was completed for the concession stand. She will find out.

She also said that she will once again try to file for a grant for the playground.

Public Safety and Rental Inspections – Bridget Boettcher and Tiffany Casey

Fire Chief Report - Chief Joseph Tomcavage reported that there were 13 calls. He also expressed concern whether or not the 2 homes, located west of Business Route 6 on 2nd Street, have ample fire protection. He was going to do some measuring and come up with a plan to make sure they are.

Zoning Officer Report - Jason Smith's report showed there were 2 zoning permits issued for \$75 and 3 UCC permits for \$550.72.

Motion by Wendy Bochnovich for a Resolution to change the fees for a floodplain permit in the Flood Plain Ordinance. Second by Jennifer Rossi. Passed 4-0.

(Resolution #2024-10)

Planning Commission report - Mayor Chelik

Motion by Mary Rosler to approve the zoning ordinance amendment Article 3, Table 1 to include a Large-Scale Solar Electric Facility as a principal permitted use in a C-2 zone, and Article 11 to add a definition of a Solar Electric Facility. Second by Wendy Bochnovich. Passed 4-0.

(Ordinance #2024-11)

Motion by Jennifer Rossi to adopt an ordinance regulating a large-scale solar electric energy facility. Second by Mary Rosler. Passed 4-0.

(Ordinance #2024-12)

Mayor Chelik reported that the Planning Commission accepted an application for an expansion by JAM Works on their Route 6 property. A \$200 Subdivision and Land Development Administration Fee was collected.

Flood Control – Wendy Bochnovich

The levee video inspection and cleaning were almost completed by Utility Services Group. They were unable to finish the last pipe near Pine Street because the flapgate was corroded and the water could not be pumped out of the pipe. They were supposed to come back but didn't. The flashdrive with the incomplete report was mailed to DEP without that one pipe. We still have to get that done. Paul Natishak was at first pricing a new flapgate but now he thinks they can remove the current one, clean it, and replace with new bolts. Then we will make arrangements to get a camera in there and inspect the pipe.

Mayor's Report – Mayor Alexander J. Chelik

Police report in packet. There were 375 calls reported by Chief Perechinsky.

Mayor Chelik reported that he has filed the Minimum Municipal Obligation (MMO) Report for 2025 with expected contributions of \$4,565 for 1 uniformed employee and \$5,370 for 2 non-uniformed.

He also reported that he presented Delores Sernak with a certificate for her 100th birthday on August 13 and proclaimed the day as Delores Sernak Day.

Act 32 Report – Mayor Alexander J. Chelik

No meeting.

Solicitor's Report – Atty. Owen M. Coleman

Atty. Coleman was absent.

Old Business

NorLack – Ron Ryczak reported he and Wendy went to the meeting on July 24 along with partners from Jermyn, the City of Carbondale, Carbondale Township, Greenfield Township and Carolyn Yagle from Environmental Planning and Design, LLC, the consultant selected to guide us through the process. Carolyn stressed the need to have community involvement in order to begin developing the regional comprehensive plan. One way to do that is through the use of a community survey. It was decided the best way to present the survey would be a short version that would take approximately five minutes

to complete. If the person would like to participate further, there would be a link at the end of the survey that would lead to a longer and more detailed version. How to get the survey out to the public was also discussed. There will also be meetings scheduled with each municipality's Planning Commission, council, or supervisors and the general public to solicit input. One interesting topic that was discussed as part of the comprehensive plan was the use of a capital improvements plan. Each year council could budget a certain amount for capital improvements, say a few thousand dollars. After several years, the funds would begin to accumulate and the funds could be directed for a designated project.

Century logistics – Ron Ryczak reported that he and Wendy participated in a phone call meeting with Mark Powell (Century Development), Chris Fleming (Acrewood Holdings, VP), Jamie Barrett (Acrewood Holdings, managing director), Jerry Price (Kaufman Engineering), Max Ryan (Alliance HP, Director of Development and Construction), and Eric Carlson (Alliance HP, VP Development and Construction). They wanted to be assured Century was awarded the money through Mayfield. Ron told them the money had been secured but the state's approval takes time. Their Authorization to Proceed letter was dated June 24, 2024, and it will probably take 8-12 weeks from then to get the go ahead. All seemed satisfied with Ron's explanation.

No report from the Langen economic development.

New Business

Motion by Mary Rosler for a Resolution to apply for a Monroe County LSA grant for a new police vehicle. Second by Jennifer Rossi. Passed 4-0.

(Resolution #2024-9)

Motion by Wendy Bochnovich to approve the subdivision of the NEET Center. Second by Mary Rosler. Passed 4-0.

There will be 3 subdivisions: 1) the Farmer's Market, 2) the building, 3) the area from the parking lot to Mayfield's property.

The trail is being moved closer to the river.

Mayor Chelik has created a chicken permit application and attached it to the ordinance.

Motion by Wendy Bochnovich to approve the lot line change as requested by St. John's R. O. Church. Second by Jennifer Rossi. Passed 4-0.

There was a discussion on statewide LSA grant program that will be open soon and what grant should be written. It was decided to wait and see if we received any funding for the completion of the garage.

Motion by Diana Campbell to obtain a post office box for 6 months. Chief Joe Perechinsky and Wendy Bochnovich will have keys. Second by Mary Rosler. Passed 4-0.

Motion by Wendy Bochnovich to close the Street and Bridge money market account and only have the Street and Bridge checking account, but not until the funds are deposited into the Street and Bridge checking account. Second by Diana Campbell. Passed 4-0.

There was a discussion on changing the ordinance so that no registered letters are necessary. It was decided to keep this in place because it is rarely needed and protects us.

Motion by Mary Rosler to approve William Walker activities. Second by Jennifer Rossi. Passed 4-0.

August 11, 2024 – Burn and Turn Poker Run – Motor cycle run with various stops throughout the community.

September 3, 2024 – Wm. Walker hosting U. of Pittsburgh's "Statewide Strategies to Coordinate Overdose Prevention Efforts" training, 6 PM at WWHC Station. Virtual option available.

September 15, 2024 – Wm. Walker Hose Co Cash Bingo – Doors open 1 PM, games start at 2. Will be held at WWHC Station.

Public Input

None

At 8:37 council entered into executive session.
Returned at 9:08.

Motion by Diana Campbell to adjourn. Second by Jennifer Rossi. Passed 4-0.
Meeting adjourned at 9:10.