

BOROUGH OF PORTLAND  
COUNCIL MEETING JUNE 4, 2018

The Portland Borough Council Meeting of June 4, 2018 was called to order at 7:00 PM by Stephanie Steele, President of Borough Council.

Council Members Present for Call to Order:

\*Stephanie Steele\* Bridget Kenna\* Michael Sullivan\* Lisa Prator\* Brian Kardos\*

- Councilmembers Yvonne Gumaer and Heather Fischer were absent.

Others Present:

1. Michael Gaul, Borough Solicitor
2. Mark Bahnick, Borough Engineer
3. Lance Prator, Mayor
4. Carol Hummel, Borough Secretary
5. Stephen Reider, Slate Belt Rising
6. Members of the Public

Ordinances for Real Estate Tax Certification Fees and Sewer and Garbage Tax Certification Fees:

Solicitor Gaul stated that instead of adopting two (2) separate ordinances he has prepared a draft ordinance that establishes the charges and collection of fees for the various Borough accounts. The dollar amount needs to be specified. To be placed on the July 2, 2018 agenda.

Resolution 2018-5:

A motion was made by Lisa Prator, 2<sup>nd</sup> by Michael Sullivan adopting Resolution 2018-5, "Establishing New Permit Fees Under the Building Code". Motion carried: 5-0-0

Action on Minutes:

A motion was made by Bridget Kenna, 2<sup>nd</sup> by Michael Sullivan approving the minutes of May 7, 2018, as presented. Motion carried: 4-0-1 (Lisa Prator abstained)

Secretary/Treasurer's Report:

Carol Hummel

1. Bills Presented for Payment:

President Steele stated to Borough Council that the bill list presented for payment has been separated out per the discussion from the May 7, 2018 council meeting, to present the Portland Contractor's Inc. bills separately.

Total Bills presented for Payment:

Borough	17,501.61
Sewer	14,206.81
Garbage	4,905.04
June Payroll & Taxes	16,000.00
June Sunoco Fleet Gas	<u>800.00</u>
	53,413.46

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A motion was made by Lisa Prator, 2<sup>nd</sup> by Bridget Kenna approving the bills presented for payment in the amount of \$53,413.46.

Question: Kay Bucci, present in the audience, asked why the Portland Contractors, Inc. bills were presented separately. President Steele replied because it is a voting conflict for Councilman Sullivan.

Question: President Steele asked the secretary if there were any interim sewer bills on the add-on bills presented list. The secretary replied to her knowledge NO but because it was questionable Councilman Sullivan decided to abstain from the vote.

Motion then carried: 4-0-1 (Michael Sullivan abstained)

Portland Contractor's Inc. Bills Presented for the Street Department:

Inspect Catch Basins	378.00
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A motion was made by Lisa Prator, 2<sup>nd</sup> by Bridget Kenna authorizing the payment of the bill presented for the street catch basins, in the amount of \$378.00. Motion carried: 4-0-1 (Michael Sullivan abstained)

Portland Contractor's Inc. Bills Presented for the WWTP:

Monthly WWTP Service	2,440.00
(4) hours repair pressure transducer	540.00
Post storm WWTP check	<u>59.00</u>
	3,039.00

A motion was made by Lisa Prator, 2<sup>nd</sup> by Bridget Kenna authorizing the payment of bills presented for the WWTP, in the amount of \$3,039.00. Motion carried: 4-0-1 (Michael Sullivan abstained)

Public Comment:

1. Phillip Chaney: Lehigh Valley Drug & Alcohol Outreach/Funding Presentation:

The Northampton County Community Outreach Coordinator, Mr. Phillip Chaney, addressed council to share about Northampton County services provided to individuals with drug and alcohol addiction. Mr. Chaney stated that the drug problem isn't just about street drugs anymore, it now includes heroin, cocaine, etc. Funds are now available for assistance from Northampton County which will pay for the treatment. Mr. Chaney stated this is better than incarceration, that he takes a personal approach with each individual. The Bangor Police Department program, BPAIR, Bangor Police Assisting In Recovery will also arrange for a professional to assist with finding treatment. Mr. Chaney stated that any Northampton County resident can reach out to him even without an appointment. Mr. Chaney handed out business cards to council members.

2. Kay Bucci: 104 Division Street, Portland PA

a) Ms. Bucci began by thanking all who serve on Borough Council. Ms. Bucci stated that she attended the March 6, 2017 council meeting to complain about the stench from the chickens that inhabit 502 Coffin Alley, next to her rental property located at 112 Main Street. Ms. Bucci explained that while waiting for a service repairman she read thirteen (13) months of council minutes that are

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posted on the Borough's website. In the March 6, 2017 council minutes chickens were allowed per Solicitor Gaul's research that the zoning ordinance required a 40-foot setback from the property line. Ms. Bucci stated that this comment was not reflected in the March 6, 2017 council minutes. Council President Steele was to do an investigation, but Ms. Bucci stated that the council President also has chickens, so Ms. Steele should have turned the meeting over to Vice President Kenna to do the investigation because Ms. Kenna does not have chickens. Solicitor Gaul questioned Ms. Bucci and asked her if the complaint was about Ms. Steele's chickens. Ms. Bucci replied NO. Solicitor Gaul replied that the chickens does not disqualify Ms. Steele from presiding over the investigation because the complaint was not about Ms. Steele's chickens. Ms. Steele stated that she did meet with the zoning officer, Ms. Tina Serfass, in the council chambers following the March 6<sup>th</sup> council meeting. Ms. Steele then turned to Vice President Kenna and asked her to follow through with the chicken investigation issue. Ms. Steele replied that Ms. Serfass did investigate the complaint. Ms. Bucci stated that she has a copy of the zoning officer's report for the months March through April 2017, in the amount of \$939.88, but the report is too broad and does not document the time. Ms. Bucci complained about the cost of the zoning invoice and that the report does not reflect what was discussed with Ms. Steele because there is no report on the investigation of the chickens. Solicitor Gaul replied that often there is not a formal report, but that council can ask for one. Mayor Prator replied that the March - April 2017 zoning invoice bill was a combined bill and does not reflect the total for the cost to investigate the chickens. Most of the time the zoning bill invoices are combined. Ms. Bucci also stated that at the March 6<sup>th</sup> council meeting it was stated that the chickens were grandfathered under the previous zoning ordinance. Ms. Bucci stated that the chickens are a nuisance and since when are nuisances grandfathered. Solicitor Gaul explained that non-conforming uses have an impact on the zoning issue, there are different issues and a non-conforming use may be a protected zoning use, and not a zoning violation, if legally in existence prior to the adoption of the applicable zoning regulation. Solicitor Gaul stated that Ms. Serfass, as the zoning officer, decides if it is a zoning violation in the first instance. Solicitor Gaul stated that it is easier to enforce a zoning violation than a nuisance, because there is a well established procedural path for enforcement of zoning violations.

b) Ms. Bucci questioned council about the outcome of 501 Delaware Avenue concerning the addition of an illegal apartment, constructed by the former owner Steve Schoberl. Ms. Bucci stated that the new owner, Amanda Rai, should not be responsible to pay the fees associated with the constructed illegal apartment. Ms. Bucci stated that is what title insurance is for. Mr. Schoberl should have been made to pay for the additional fees, with Borough Council addressing the issue with legal action. Ms. Bucci asked council if it was okay for Mr. Schoberl not to pay restitution. Ms. Steele replied NO. Solicitor Gaul replied that Ms. Rai had the option not to keep the illegal apartment. Ms. Bucci stated that Mr. Schoberl is guilty of theft of services which is a serious criminal offense.

3. Pastors Phil and Jessica Karasiewicz, Refiners Fire Ministry: 102 Division Street

Pastor Jessica stated that she and Pastor Phil have been serving the Portland community for (12) years and have lived at the church manse for (5) years. Pastor Jessica stated that the community has been very supportive of their ministry and that she and Pastor Phil appreciate the work that is done by the Borough Council. Pastor Jessica stated that sometimes we go through easy times and sometimes hard times but that everyone is special; that the town is the community, the church is not the community and that the people are here to keep unity in the community.

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Sewer Matters:

Mark Bahnick

- Scott Zukowski, 109 Division Street, who asked to speak about sewer matters was not in attendance.
- Mr. Bahnick has spoken with the manager of Upper Mount Bethel Township (UMBT), Rick Fisher, to determine their plans for sewer service provided by Portland Borough. The process is on-going.
- Mr. Bahnick was approached by Lamtec seeking to abandon their failing septic system. Mr. Bahnick replied that the process may not be so simple. Lamtec wants to connect to the Portland Waste Water Treatment Plant (WWTP) but because UMBT has not adopted an Act 537 Plan, Lamtec is proceeding to start the process by trying to work with the Department of Environmental Protection (DEP) ahead of the adopted Act 537 Plan. The approximate EDU's will be 9.5.
- The WWTP facility operations for the month of May was satisfactory.

Borough Engineers Report:

Mark Bahnick

- The (90) day extension for the preliminary/final plan of the Ultra-Poly Land Development was granted by the Borough Council to August 6, 2018.
- No response was received from Tellus Underground Technologies.
- The Dunkin Donuts Land Development Plan will be discussed in executive session.
- Mr. Bahnick met at the site with Portland Contractors concerning the storm sewer catch basins on Main Street. Mr. Bahnick stated it is not the catch basins but the piping itself; if the area of work is completed all at once the cost will be substantial. Councilwoman Prator replied that she spoke with Mr. LaBarre and they discussed Portland Contractors repairing the catch basins at Mike's Auto and Jim Ginn Alley. Ms. Prator asked Mr. Bahnick if he could give the Borough the approximate cost and a time line for the repairs. Mr. Bahnick will give guidance and prioritize the repair work for council.

Sewer Shut-Off Notices:

None

Executive Session:

A motion to convene to Executive Session at 7:53 PM was made by Michael Sullivan, 2<sup>nd</sup> by Bridget Kenna. Motion carried: 5-0-0

Discussion: legal advice from Solicitor Gaul.

A motion to reconvene from Executive Session at 8:20 PM was made by Michael Sullivan, 2<sup>nd</sup> by Bridget Kenna. Motion carried: 5-0-0

Action Taken:

None

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Zoning Officer Report:

Bettina Serfass

- a) President Steele reported that she spoke with Ms. Serfass on Friday, June 1, 2018. Ms. Serfass will be sending notices of zoning violations to addresses provided by Ms. Steele.
- b) Sidewalks were discussed. Ordinance No. 155 states that council shall give (20) days' notice to property owners to construct or reconstruct a sidewalk which shall conform to all applicable requirements of this ordinance. Borough Council can also coordinate with the zoning officer to mail letters to property owners whose sidewalks need repair or reconstruction.
- i. There is a sidewalk on Delaware Avenue that needs replacing. The property owner in question contacted Mr. Bahnick and Mr. Bahnick referred him to Ms. Serfass.
  - ii. Solicitor Gaul stated that the Borough needs to survey the sidewalks that need repair. Council should have someone like the zoning officer or Borough engineer evaluate which need repair or replacing and report with photographs at the July 2<sup>nd</sup> council meeting. Council can then decide which property owners will receive letters.
- c) President Steele stated that Ms. Serfass meets with UMBT every Thursday; she will do a drive through around Portland at that time to check on properties.
- i. Mayor Prator asked if the Property Maintenance Code comes into play with zoning and the building code. Which supersedes? Solicitor Gaul replied you must examine and compare each and then decide.
- Mark Bahnick left the meeting at 8:30 PM.

Zoning Hearing Board (ZHB):

No hearings are scheduled.

UCC Building Inspectors Report:

None

Planning Commission:

None

Portland Borough Authority (PBA):

Lance Prator, Chairman

- a) The Borough has received a diagram of the specifications for the installation of an electrical line to the pole barn in the municipal parking lot. A motion was made by Bridget Kenna, 2<sup>nd</sup> by Lisa Prator approving the substantial form of the third addendum to the lease agreement between the Borough of Portland and the Portland Borough Authority, as approved by Solicitor Gaul. Motion carried: 5-0-0
- b) A motion was made by Lisa Prator, 2<sup>nd</sup> by Bridget Kenna approving the diagram submitted as to the installation of the electrical service line. Motion carried: 4-0-1 (Michael Sullivan abstained)
- c) Mr. Prator reported that the water boil advisory is off.

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Legal:

Mayor Prator presented to Solicitor Gaul correspondence from the Northampton County DCED that they are a direct Federal Entitlement as an Urban County and therefore receive an annual grant under the CDBG Program from the U.S. Department of Housing and Urban Development (HUD). Every (3) years an Urban County must renew its entitlement designation with HUD. Part of the renewal process is a requirement that the Urban County contact each of the incorporated areas in the county concerning their desire to be included in the Urban County.

Mayor Prator stated to Solicitor Gaul that a resolution is needed to continue to participate. The secretary replied that it states on the second page of the correspondence that if the municipality decides to remain in the Urban County CDBG and future HOME Program, no official action is needed.

Subdivision and Land Development:

None

Community Development, Slate Belt COG & Grants:

- The Borough received \$31,440 from the Northampton County Gaming Authority Funding. Councilwoman Prator asked if the monies could be spent to repair the catch basins that affect the whole town, or an electronic message sign for the downtown.
- Ms. Prator stated that the Upper Mount Bethel Economic Development Committee is very positive about the Slate Belt area.
- Mayor Prator reported on the status of the Animal Control Officer (ACO). There is no longer an ACO for the COG. Ms. Mammi did not sign a new contract.
- The COG is trying to raise money for a street sweeper. The secretary was asked if Martins Street Sweeping has cleaned the streets of Delaware Water Gap. The secretary replied that she would contact them. Martins stated to the secretary previously that they were going to schedule Delaware Water Gap and Portland on the same day but after more than several telephone calls to Martins no scheduling has taken place.
- Police Officer Stephen Kiefer asked when another ACO would be hired. Mayor Prator replied that the position has been advertised and the salary is only \$9,000 per year. Ms. Mammi received a 1099 and didn't purchase liability insurance in the (2) years she served as ACO. Ms. Mammi may be hired by the Slate Belt Regional Police Force, as an ACO directly. Mayor Prator stated that while she was with the COG she did a great job.
- The first free movie of the season was held at Refiners Fire Ministry on Saturday, May 19<sup>th</sup>.
- The next committee meeting will be held on June 10<sup>th</sup> at the municipal building.
- Saturday, June 23<sup>rd</sup> the annual Borough picnic will be held on the ball field.
- No movie is planned for June 16<sup>th</sup>.

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- Sundae Sunday will be held on June 24<sup>th</sup>, at the Park & Walk Lot on Delaware Avenue.

Air Liquide/Voltaix Safety Committee:

Councilman Kardos did not attend the May meeting of Air Liquide/Voltaix.

Police Report:

The May 2018 Police Report was provided in writing by Chief Mulligan:

- The police report is attached to these minutes.

Mayor's Report:

- Received quite a few telephone complaints about fireworks being set off in the Borough and disturbing the peace. Mayor Prator stated that there is a Fireworks Ordinance, Ordinance No. 13, section (3) cites the criteria about fireworks. The Portland police are aware of the problem, but the PA State Police cannot enforce the ordinance. President Steele stated that fireworks are now legal in PA. The Borough's Nuisance and/or Noise Ordinances can be enforced.
- Thanked Solicitor Gaul for the invitation to everyone to the Iron Pigs Game on Sunday, June 3<sup>rd</sup>.
- Thanked Engineer Mark Bahnick for the invitation to everyone to the Iron Pigs Game on Tuesday, May 29<sup>th</sup>.
- The annual Bangor Area Middle School Clean-Up Day was a success.
- Funding for the Regional Comprehensive Plan will happen next year. Mayor Prator is looking forward to working with Northampton County.
- Attended the Hazard Mitigation Meeting of May 17<sup>th</sup>.
- Received a telephone call from a property owner because he was upset that he is being reported for high grass on his property.
- The Memorial Day Parade of May 28<sup>th</sup> was well attended.
- The joint July 4<sup>th</sup> Parade and fireworks celebration with UMBT is moving forward.
- Solicitor Gaul and Mayor Prator again discussed the fireworks complaints. The noise decibels would have to be documented. Police Officer Kiefer stated that if there is an address associated with Caller ID on the telephone then the police will address the complaint.

Streets Department: Lisa Prator

1. Israel Colon: 218 State Street

Councilwoman Prator questioned why Mr. Colon was placed on the agenda again asking for a handicapped parking sign for in front of his residence. The secretary replied that Ms. Prator was absent from the last council meeting. A second request was received from Mr. Colon, who had submitted documentation of his handicap. Solicitor Gaul replied that the street committee should review the ordinances for handicap parking signage. Bob Shaw, Borough Maintenance, stated that the blue painted line on State Street is still there from the handicap sign placed there for a Mrs. Allen. The sign has since been removed. Handicap parking is to be placed on the July 2<sup>nd</sup> agenda.

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2. Steve Blume: 708 Sandy Shore Drive, Mount Bethel PA

Mr. Blume has been the seasonal part-time street department employee beginning in April 2017. Councilwoman Kenna stated that last year, before the passing of Councilman Steve Knott, she and Mr. Knott discussed hiring Mr. Blume as a regular seasonal part-time street department employee. Ms. Kenna stated that she directed the maintenance man and the secretary to contact Mr. Blume to return to work for the 2018 spring/summer season. Ms. Kenna stated that she was upset that Solicitor Gaul became involved because of a telephone call made to him by Mayor Prator.

A motion was made by Bridget Kenna, 2<sup>nd</sup> by Michael Sullivan rehiring Steve Blume as a seasonal part-time street department employee for the months April through November, with Mr. Blume's hours scheduled by the maintenance man, Bob Shaw, under the direction of Councilwoman Kenna, at \$11.00 an hour for up to (15) hours of work per week. Motion carried: 5-0-0

- i. The consensus was that council would not have to approve Mr. Blume working again next April, and that he could continue to keep working during the months of April through November, until otherwise terminated by council.
- ii. Mr. Shaw, present in the audience, asked who was going to contact Mr. Blume to return to work. President Steele replied that Bob Shaw is given the authority to call Mr. Blume.

3. The Borough has the right to renew the Snow Removal Agreement for an additional service term if the Borough provides the contractor with written notice of renewal no later than September 15, 2018. A decision will be made at the August 6<sup>th</sup> council meeting.

- i. Councilwoman Prator stated that she provided the streets committee with the current contract for their review. The committee will also explore other options. The committee will meet this month and report back at the July 2<sup>nd</sup> council meeting.

4. Ms. Prator asked the secretary if the control box at the traffic signal light at Route 611 and State Street has been repaired by Telco. Ms. Hummel replied that she would call tomorrow.

- i. Councilman Sullivan was given the keys to the control box, by Officer Stephen Kiefer, to check if the heater control is turned off.

Sanitation:

None

Building Committee:

1. Municipal Building Bell Tower Repair:

- a) Estimate to cover the hole in the ceiling of the bell tower with fascia board.
  - i. Lobb's Roofing & Metal Works \$ 1,500.00
- b) Estimate to screen the sides of the bell tower with chicken wire.
  - i. Lobb's Roofing & Metal Works \$1,500.00

A motion was made by Lisa Prator, 2<sup>nd</sup> by Michael Sullivan to accept the proposal of Lobb's Roofing & Metal Works, in the amount of \$1,500, to cover the hole in the ceiling of the bell tower with fascia board; and to accept the proposal of Lobb's Roofing & Metal Works, in the amount of \$1,500, to screen the sides of the bell tower with the wire of their choice. Motion carried: 5-0-0



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2. AmeriGas Accounts:

- i. 100754539 police station
- ii. 100759475 council chambers
- iii. 100759477 Borough Office

AmeriGas wants the Borough to allow them to add 120-gallon propane tanks to each existing account. AmeriGas states that this will cut our current deliveries in half, thus providing savings to the (3) accounts. Councilwoman Prator stated that she contacted Joann at AmeriGas who provided the information that the Borough has (3) separate deliveries with average deliveries of (9) times a year. Ms. Prator stated that the smarter move is the added tanks with less delivery charges for the Borough. A motion was made by Lisa Prator, 2<sup>nd</sup> by Bridget Kenna authorizing AmeriGas to install (1) 120-gallon propane tank to each of the above-mentioned accounts, i.e., police station, council chambers and the Borough office. Motion carried: 5-0-0

- i. Councilwoman Prator will contact AmeriGas to make the change.

Budget, Finance, Insurance Committee & Cable TV Contract: Stephanie Steele

1. A motion was made by Lisa Prator, 2<sup>nd</sup> by Brian Kardos authorizing the renewal of CD #401112887, in the amount of \$10,360.63 for (27) months, which will mature on June 28, 2018 at 1.3900%. Motion carried: 5-0-0

2. The committee will discuss employee raises and bring back their comments to Borough council.

- Councilman Kardos left the meeting at 9:38 PM.

Slate Belt Rising Committee (SBRC): Stephen Reider, Director

The final draft of the Request for Proposals (RFP) for the Portland Neighborhood Redevelopment Plan was presented to council by Mr. Reider.

- Councilman Kardos returned to the meeting at 9:41 PM.

Minor adjustments were made to the RFP by Solicitor Gaul.

Comments from President Steele and Director Reider:

- Ms. Steele will contact Portland Hook & Ladder Co. No. 1 to ask if they would hang the banners in the downtown.
- The running event hosted by SBRC will be scheduled for next year.
- A scavenger hunt/road rally is in the planning stages for late summer or early fall.
- The RFP will be bid out. Mr. Reider stated that they are anticipating a good response from firms along the east coast.

A motion was then made by Michael Sullivan, 2<sup>nd</sup> by Bridget Kenna approving the substantial form of the RFP based on comments provided by Solicitor Gaul. Any other comments that Council members may have should be sent to Stephen Reider by 12 Noon on June 8, 2018. Motion carried: 4-0-1 (Lisa Prator abstained)

- Stephen Reider left the meeting at 9:50 PM.

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Correspondence:

1. The Slate Belt Heritage Center, Bangor PA is asking for monetary support for their Professional and Business Fund Drive. No action taken.
2. A motion was made by Lisa Prator, 2<sup>nd</sup> by Michael Sullivan authorizing council to send a letter of support to Pen Argyl Borough for their Northampton County DCED 2019 Hotel Tax Grant application for the Band Shell at Weona Park. Motion carried: 5-0-0
3. A motion was made by Lisa Prator, 2<sup>nd</sup> by Michael Sullivan authorizing council to send a letter of support for the Portland Borough Authority's application to the Northampton County DCED Community Investment Partnership Program (CIPP) for their proposed State Street Bridge Waterline Replacement Project. Motion carried: 5-0-0
4. A motion was made by Lisa Prator, 2<sup>nd</sup> by Michael Sullivan authorizing council to send a general letter of recommendation to the Borough's insurance carrier, Brown & Brown of the Lehigh Valley, for recommendation of their services to other entities. Motion carried: 5-0-0

Resolution 2018-6:

- A motion was made by Lisa Prator, 2<sup>nd</sup> by Bridget Kenna adopting Resolution 2018-6 "Recognizing Walter C. Emery for his Dedication to Conserving Traditions and Educational Information of the Slate Belt". Motion carried: 5-0-0
- i. The Slate Belt Heritage Center is presenting The Special Focus Award to Mr. Emery at their monthly meeting on Thursday, June 21, 2018.

Secretary Announcements:

- The secretary will be out of the office on Wednesday, June 13, 2018.

Old Business:

- The secretary called Bangor and Pen Argyl Borough's concerning their local health inspector. Neither employ a local inspector. Pen Argyl stated that for health establishments the PA Department of Agriculture inspects. Bangor did not reply concerning the PA Department of Agriculture.
  - i. Solicitor Gaul advised council to remain with the Borough's local inspector, John Blick, until he retires.

New Business:

Executive Session:

A motion was made by Lisa Prator, 2<sup>nd</sup> by Bridget Kenna to convene to executive session at 10:00 PM. Motion carried: 5-0-0

Discussion: personnel

A motion was made by Lisa Prator, 2<sup>nd</sup> by Michael Sullivan to reconvene from executive session at 10:26 PM. Motion carried: 5-0-0

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Action Taken:

A motion was made by Lisa Prator, 2<sup>nd</sup> by Michael Sullivan authorizing that police department employees that work a minimum of (8) hour shift, on the following holidays receive an additional bonus, of \$75 per holiday, beginning with Independence Day, July 4, 2018.

- New Year's Day
- Good Friday
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving
- Christmas Day

Motion carried: 5-0-0

A motion was made by Lisa Prator, 2<sup>nd</sup> by Michael Sullivan authoring employee raises of 3% to the following employees, effective retroactive to May 28, 2018.

- |                                    |                                     |
|------------------------------------|-------------------------------------|
| • Carol Hummel, secretary          | salary                              |
| • Diann Eden, billing clerk        | 15-17 hours per week                |
| • Robert Shaw, street department   | 20-22 hours winter, 30 hours summer |
| • Steve Blume, street department   | up to 15 hours per week, seasonal   |
| • Robert Mulligan, Chief of Police | up to 20 hours per week             |
| • Stephen Kiefer, police officer   | up to 24 hours per week             |
| • Stacy Smith, police officer      | up to 24 hours per week             |
| • Ryan Sabatine, police officer    | up to 24 hours per week             |
| • Sam Domenico, police officer     | up to 24 hours per week             |

Discussion: The secretary declined the 3% raise increase for personal reasons.

The motion was amended by Ms. Prator, 2<sup>nd</sup> by Mr. Sullivan to exclude the secretary, Carol Hummel, from the 3% pay raise increase. Motion then carried: 5-0-0

Public Comment: Non-Agenda:

The secretary reported that contractor, Jason Abbott, will be returning to finish the repairing/painting of the second-floor ceiling of the municipal building.

Councilwoman Kenna advised council that signage should be placed on the recycle cardboard dumpster because residents are not breaking down the cardboard.

Adjournment:

- The next council meeting is July 2, 2018 at 7:00 PM.
- A motion was made by Lisa Prator, 2<sup>nd</sup> by Michael Sullivan to adjourn the meeting at 10:35 PM. Motion carried: 5-0-0

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Respectfully Submitted by,

Carol A. Hummel, Secretary