

**ADMINISTRATIVE COMMITTEE MEETING
DECEMBER 13, 2016
2:30 P.M.**

The following persons were present for the meeting: Chairperson David Quarry, Committee member Donna Isenberg; Council members Ron Enyeart, Jim Bair, and James Decker, Sr., Mayor Dee Dee Brown, Assistant Borough Secretary Melody J. Parsons, and Borough Manager William W. Wheeler.

Visitors: See attached sign-in sheet.

Chairperson Quarry called the meeting to order.

RECOGNIZE GUESTS AND PUBLIC COMMENT: Scott Shaffer was present to ask Council to consider paying him the \$40.00 per month stipend for using his personal cell phone for work related issues. All Code Enforcements Officers in the past have received this. The Committee agreed and this will be on the agenda for approval at the regular meeting.

OPENING OF RECYCLING AGREEMENT BIDS:

Park's Garbage: \$4.75/container
Bergmeir's: \$1.79/household
Hollenbaugh's \$1.54/household/month

The bids will be reviewed and awarded at the Regular Meeting.

BOROUGH MANAGER'S REPORT: Manager Wheeler does not have a report.

SOLICITOR'S REPORT: Solicitor Wilson was not present.

MAYOR'S REPORT: Mayor Brown does not have a report.

OPEN ISSUES:

CONTRACTOR LICENSE ORDINANCE: He asked if the Committee wished to move forward. Councilperson Isenberg asked if the application form is already

completed. She also asked if the entire Council would be the appointed committee members if someone's permit is suspended. Councilperson Isenberg asked will this not go into effect until after January. Chairperson Quarry responded yes this will not go into effect until January.

EXECUTIVE SESSION: Called at 4:15 pm to discuss contractual issues. Reconvened at 6:35 there was not a decision has been made.

BUDGET: Councilperson Bair recommends that we go 2 mill tax increase. Mayor Brown stated that you need to start thinking about ways to bring money into the Borough. Councilman Decker stated he doesn't feel comfortable with talking about a millage increase this late in the year. Councilperson Bair stated that he does not want to have to pay more taxes either, but he does not see any other way. Councilperson Bair recommended that we go ahead with the paperwork to include a 2 mill increase. Councilperson Decker stated that the insurance premiums is not the reason that we are discussing a millage increase. Manager Wheeler stated that the problem is that you do not have the revenue coming in to support the expenses. Chairperson Quarry stated that he goes along with Councilperson Bair that we will need to raise taxes.

Chairperson Quarry read a statement from Councilperson Enyeart requested Council to agree to change meeting times. Chairperson Quarry stated that this will be brought up at the regular meeting.

TOWNCLOCK: Councilperson Isenberg stated one of the committees should meet with the committee from the church and explain that we are waiting for a response from our solicitor. Chairperson Quarry stated that if anything is looked at it should be to just get the clock functioning and replace the hands.

Manager Wheeler reported that Adam Shore has completed his 6-month probation up. His performance review has been received and filed in his personnel records. A letter of recommendation from his Supervisor has been received asking that he be retained. This will be on the agenda for the regular meeting for council's approval.

BOND ISSUE FOR WATER MAIN REPLACEMENT, RELOCATION, AND 4TH STREET CSO: This will be tabled.

ADJOURNMENT:

FINAL DRAFT

BY: Melody J. Parsons
Assistant Borough Secretary