

**BOROUGH COUNCIL SPECIAL MEETING
OCTOBER 29, 2018
7:00 PM**

An October 2018 Borough Council Meeting was conducted on October 29th at 5:30 P.M. The Meeting was held in Borough Council Chambers, 2nd Floor, 304 South State Street, Borough of Clarks Summit, County of Lackawanna and Commonwealth of Pennsylvania. Council members in attendance were Ms. Gerrie Carey, Mr. Frank Besten, Mr. Dominic Scott, Mr. Vincent Cruciani, Mr. Patrick Williams, Mr. David Jenkins, Mayor Johnson, Solicitor Kevin Hayes, and Borough Manager Virginia Kehoe. Mr. Bob Bennett was absent from the meeting.

David Jenkins wrote up a list of question for the interviewees to answer. Council agreed to the questions. Solicitor Hayes suggested asking if the candidate would be willing to submit for a criminal background check as a condition to the tax collector appointment. Vince Cruciani asked the logistics of it stating that Council would have to appoint conditionally. Mr. Cruciani specified asking if they have been convicted of a felony or a misdemeanor in the last 7 years, or a misdemeanor involving fraud. Solicitor Hayes added to that a crime of honesty or truthfulness. Gerrie Carey stated that another condition should be the candidate's willingness to run for the tax collector position at the next election. Solicitor Hayes stated that they should score 1-10, Vince Cruciani suggested a top three in no particular order. Council agreed to top three.

1. TAX COLLECTOR INTERVIEWS:

President Carey

5:30 Mark Davis: Resident since 1963. He did apply for the Treasurer's position, saw Kathy Drake passed away and decided to apply. He is organized, great attention to detail, good with people, careful with record keeping. No specific experience, he was the treasurer for Trinity Lutheran, Abington Lions Club, Abington Foundation, and Equines for Freedom. He can work from home with hours every day from 3-8pm. He does not have any issues with the training courses and software necessary. If Council wants to be aggressive and go after delinquents it would be up to Council as to how he should proceed. He has never been convicted of a felony or a misdemeanor of fraud or dishonesty etc. He would submit to a criminal activity, it is already done as he works with the Boy Scouts. He would run for the Tax Collector position at the next election.

5:45 Elizabeth Spinka: Resident for 29 years. She is retired and she can do the work from home. She has previous experience doing taxes. She worked for Convenient Food Mart. She has done clerical work, customer service also. She did federal and state taxes for stores. She does have the capability of working from home. She would be open for office hours at any time. Mandatory training and special software is not an issue. To ensure people pay on time, have good customer service; contact them to pay by a certain date. She has not been convicted of any felony or misdemeanor in the last 7 years. She would be willing to submit to a criminal background check. She would have to see if she would be willing to run for elected office as Tax Collector. She is not sure; she would have to see what the job in tails.

Virginia Kehoe stated that she spoke to Joe Barrasse from Clarks Green stated that they will be discussing the AAJRB. They would like a rep from Clarks Summit Council be there.

6:00PM Erin DeCiccio: Lived here for 37 years. She works at Prudential, applying employee contributions to retirement accounts, data entry. She is familiar with several different kinds of software. She has an accounting and finance background, her degree was in international business. She described what she does at her current job. She will be able to work from home. She would be able to have office hours, once a week then she can make herself more available when necessary. She is willing to purchase the software and go to the training. To ensure that as many residents pay their taxes by the end of the year she would put out something in the newspaper or on the electric board to make sure people are aware. She has not been convicted of any crime, felony or misdemeanor. She would submit for a criminal background check. She would agree to run for the Tax Collector position at the next election.

6:15 Shirley Skinner: Lived here since 1983. She deals with taxes all year long, federal, state and local wage tax. She prepares taxes, book keeping, and sales tax. Individuals come to her and she will prepare the taxes. She is not a CPA. She is organized, knows how to budget her time, been here a long time and she knows many people and her door is always open. She does have the ability to work from home. She would be available to have open hours virtually anytime. She is willing to take the mandatory classes and the software that needs to be purchased. She would ensure that we collect as many taxes as possible by touching base with people; they have a habit of forgetting. She has not ever been convicted of a felony or a misdemeanor. She is willing to submitting for a criminal background check. She is bonded with the bank. She would be willing to run for the tax collector position at the next election. Frank Besten asked her how many years she has done this work. Her answer is 40 years. She works with the elections see if that affects anything.

Discussed Kathy Roth and Beth Lacoë at the Magistrate.

6:45 Benjamin Pisanchyn: He has lived in the Borough since 2013. He is interested in the position because he got into real estate to learn about investments, he is an agent. He wants to learn the process of tax collecting also. His skill set includes dealing with tenants and evictions, sometimes tedious but it is part of the job. Falls into the process of what has to be done. His experience is that he was the treasurer at a church. Oversaw the collection of the offering and made sure that was accounted for. No issues with purchasing the software and taking the required mandatory class. To ensure that the collections are made he would make sure he has flexible office hours and being accessible to people. He has not been convicted of any crime, a felony or a misdemeanor. He would agree to a background check. He would be willing to run for the elected office of tax collector at the next election.

7:00: Wendy Sochovka: Resident for 29 years. She worked as a book keeper for a law firm. She enjoys a flexible schedule and thinks this would be a good fit. Her experience is she did the reconciliations, experience with payroll and banking, and

dealt with distributions, confidentiality is also something she has dealt with. Specifically she is very organized, conscientious, likes dealing with people. She does have the ability to work from her home; she could have office hours at home. She agreed that she would be able to purchase the software and the mandatory training program as long as it is reasonable. To ensure that the tax collections were made she would make sure she was available to the public, and she would need more information as to what she would be allowed to do to make the collections. She has not been convicted of any crime, any misdemeanor. She would not object to submitting to a criminal background check. She would be willing to run for the tax collector position at the next election. She asked about the computer program and the training. Pat Williams asked if she has off road parking. She does. She could also put in an extra mailbox by her garage.

7:15 Angie Pullo: She has lived in the Borough for 35 years. She worked in the Clarks Green Borough and she is interested in the part time position. She looked up information about what a tax collector should know. She said she could follow most of the criteria. She was the borough treasurer and borough secretary at Clarks Green. She has the ability to work from her home. She does have off street parking at her home. She would follow the guidelines for office hours. She is probably willing to purchase the software and take the mandatory classes. She asked where the current program is now; it was licensed to the former tax collector. To collect as many taxes as possible, she would have office hours. She has not been convicted of any crime, a felony or a misdemeanor. She is willing to commit to a background check. She is not sure if she was willing to run for election of tax collector if she felt comfortable. She asked how Kathy Drake was paid, commission 1.5% and school taxes she received \$4 a bill. Total about \$26,000 a year.

The paving company is $\frac{3}{4}$ done. They were supposed to finish last week, but they got rained out. She asked for a specific schedule and the 90 days is up tomorrow. Vince Cruciani stated that in all fairness it has been the heaviest rainy season but if they don't submit a definitive schedule then Virginia Kehoe will press them, if they do, then we give them small latitude. David Jenkins stated that you can blacktop in the rain. Ms. Kehoe is extremely frustrated.

7:30 Joseph Durkin: He has lived in the borough since 2003. He does the collecting for Fieldstone Estates; he has done tasks related to this as the treasurer and secretary for 9 years. He has an extensive background in finance and he has all of his brokerage licenses and he is a registered insurance agent also. He was the executive vice president of PNC. He ran Northeastern Bank. He was a financial analyst. He has compassion for people in the community; he has the ability to work well with people. He does have the ability to work from home and he would be able to have office hours but he is not sure what it will entail. He is flexible with his schedule. He is willing to take the mandatory class and the purchase the mandatory software. He would follow the parameters of Council when it comes to collection of the taxes. He asked about paying by credit card. He realizes we are in the cash flow business for taxes. He has never been convicted of a criminal act or a misdemeanor and he has no problem submitting for a criminal background check. He doesn't know if he

would be willing to run for election for the tax collector position. He wants to see what the job entails.

7:45 Suzanne Heaney: She had lived in the borough for 11 years, she lives at 819 Hilltop Drive. She is interested in this position because of a recent layoff and she is looking for work. She and her husband have a tax business. The skills she obtained at Met Life, regulated and policed the process of how app developers follow the correct documentation. She made sure they followed the documentation. She stated that it was a regulatory position, policies and processes that needed to be followed. She got involved in the tax business with her husband. She makes sure she does the job correctly the first time. Has a tax office in their house and she is very enthusiastic about getting involved in the borough. She would be able to work from her home and have open office hours; she does have off street parking. She is willing to purchase the software and pay for the training program class. To collect the taxes before they go to the county, she would try and understand what the task is for that position. She has not been convicted of a felony or a misdemeanor and she is willing to submitting to a criminal background. She would be willing to be a candidate for the tax collector position at the next election.

Council was asked to pick their top three choices.

Council discussed Kathy Roth. David Jenkins wants to know how much money has been spent on her situation.

The results are read off from the 6 Council members present:

David Jenkins top three candidates are, Skinner, DeCiccio, and Durkin.

Gerrie Carey's top three candidates are, DeCiccio, Davis, and Pullo.

Pat Williams top three candidates are, Davis, Sochovka, and Heaney.

Dominic Scott's top three candidates are, Davis, Skinner and Durkin.

Frank Besten's top three candidates are, Skinner, Durkin, and Sochovka

Vince Cruciani's top three candidates are, Skinner, Davis and Durkin.

4 votes for Davis, Skinner and Durkin. Vince Cruciani stated that they are all pretty impressive. He was impressed by Durkin and his idea of paying by credit card and he doesn't leave town for the summer. Mr. Cruciani has known Mark Davis for a long time and he thinks that he is sharp; he had an interest in the treasurer's position.

Shirley Skinner is an entrepreneur who had her own business and her resume caught his attention immediately. She is used to being a self-motivated go getter. Gerrie Carey liked the idea that Mark Davis came forward for the Treasurer's position was important, and he has a keen interest in the borough.

Vince Cruciani's only hesitation with Durkin is that he showed some hesitation at running at the next election. Solicitor Hayes stated Skinner and Davis seem to have a better understanding of the position than Mr. Durkin did. David Jenkins stated that Shirley Skinner because she has 200 clients, she has been a resident of the borough for 40 years. She is definitely networked in the community. She has a friendly versed where she could contact somebody about payments. He thinks she would be a great addition to the borough.

Vince Cruciani agreed with David Jenkins. Vince Cruciani asked Council if everybody agrees that the choice is between Davis and Skinner. Council agreed. Ms.

Kehoe stated that Bob Bennett will be participating in the vote at the meeting by phone. David Jenkins stated that he will contact Mr. Bennett and let him know what was discussed. Pat Williams stated that he did not include Mrs. Skinner, stating that he didn't think very much of her. Mr. Williams said that she didn't do anything for him. Mr. Williams stated that he thought Mr. Davis was very impressive. He also chose Wendy Sochovka because she looked at everyone. Everyone else besides Durkin and Sochovka looked right at Kevin Hayes. Vince Cruciani stated that she was the only one that he felt that would treat it as a full time job. Mr. Williams thought Heaney and Durkin were both good stating that Heaney looked at everyone. Mr. Williams stated that he knows Shirley Skinner from working at the bank 40 years ago and said she is a very nice lady, very polite but she had no enthusiasm. Council then picked their choice for the position.

Pat Williams voted for Davis

Vince Cruciani voted for Skinner

Frank Besten voted for Skinner

Dominic Scott voted for Davis

Gerrie Carey voted for Davis

David Jenkins voted for Skinner.

So they have a tie. Bob Bennett will decide the vote if he calls in for the meeting and if not Mayor Johnson will decide the vote.

Vince Cruciani stated that he has the utmost confidence in either one of them. David Jenkins agreed.

Frank Besten brought up Kathy Roth. When she pushes we push back. Solicitor Hayes stated that we have a law that gives us the tools to address this issue in short order. Mayor Johnson stated that all the improvements that have been done over the years. We have Veterans Park, Pocket Park, Depot Street, and Carnation Park. She appealed the case, and now it's up to Council to present our case. He thinks we will be good. Ms. Roth has stated that the Borough wants her house and that is not true. Her neighbors have made complaints about the smell coming from the house. Neighbors will not get involved. David Jenkins knows one neighbor who he thinks will be willing to write a letter.

2. ADJOURN:

President Carey