

**BOROUGH OF CLARKS SUMMIT  
BOROUGH COUNCIL MEETING  
SEPTEMBER 6, 2023**

The September 6, 2023 Borough Meeting was conducted on Wednesday, June 7, 2023, at 7:00 P.M. The meeting was held in Borough Council Chambers, 2<sup>nd</sup> 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, Ms. Roni Lopez (7:05), Mr. Robert Sheils, Mr. David Jenkins, Mr. Joshua Mitchell, Mayor Harry Kelly, Solicitor Hayes, and Borough Manager Ms. Virginia Kehoe. Kathleen Simrell was absent.

**MEDITATION:** **President Carey**

**PLEDGE OF ALLEGIANCE:** **President Carey**

**1. APPROVAL OF AGENDA:** **President Carey**  
Bob Sheils made the first motion to approve the agenda, seconded by Josh Mitchell, vote was 5-0.

**2. APPROVAL OF MINUTES:** **President Carey**

N/A

**3. PUBLIC COMMENT & INPUT:** **President Carey**  
Dori Waters – Brochures ready for The Gathering Place. Discussed the food pantry. Dori was looking for a grant for the electricity being used. She asked about solar panels through a grant. She wanted to work with the borough with this. Ms. Kehoe stated that she had a solar roof company check the roof to see if it is possible. Ms. Kehoe hasn't heard back from the company.  
Chuck Copley discussed the property at 605 Meadow Lane. In need of maintenance. Ms. Kehoe cited this property; the process takes weeks. Cannot file with the Magistrate until 30 days after the tickets.  
Art Wells discussed vandals breaking windows at his gas station. He replaced them.

**4. POLICE REPORT:** **Mayor Kelly**  
Roni Lopez made the first motion to allow a conditional part time police officer hire, seconded by David Jenkins, vote was 6-0.

**5. BIDS & QUOTATIONS:** **President Carey**

**6. BOROUGH TREASURER'S REPORT:**

**AUGUST 2023** **President Carey**  
Roni Lopez made the first motion to approve the Treasurer's report, seconded by Frank Besten, vote was 6-0.

**7. VENDOR PAYMENTS TO BE RATIFIED:**

**AUGUST 2023**

**President Carey**

Josh Mitchell made the first motion to pay the bills, seconded by Frank Besten, vote was 6-0.

**8. OLD BUSINESS:**

**President Carey**

**Sewer Report – AUGUST:** Jenn Basalyga is back and catching up.

**Update on Trash conversion – hire part timer to handle billing**

Bob Sheils made the first motion to increase Nicole Kelly to \$18.27 per hour, Sarah Lodwick would increase to \$17.91 an hour. Nicole Kelly will be made full time. Sarah's hours would increase as needed with the trash billing. Ms. Kehoe would like to begin the increase the following Monday as they being the work needed to set up the file. A letter would be sent out explaining the trash billing and a phone number for residents to call. Bob Sheils made the first motion to increase the hours for Nicole Kelly, by 20 hours a week and to make her a full time employee with benefits subject to the contract with the borough. Also, increase Sarah Lodwick's hours by 10 hours and increase her wage by \$2 an hour. This would be effective September 11, 2023, seconded by Frank Besten, vote was 6-0.

**9. NEW BUSINESS:**

**President Carey**

**Resolution 2023 – Monroe County Share Grant:** David Jenkins made the first motion to approve Resolution 2023, this is for the grant for 2 police cars. The amount not to exceed \$140,000 for two vehicles, seconded by Bob Sheils, vote was 6-0.

**Street Light on Sheridan:** Tabled

**MMO:** Bob Shiels made the first motion to approve Gerrie Carey to sign the MMO, seconded by Davis Jenkins, vote was 6-0.

**10. SOLICITORS REPORT**

**Stormwater Regionalization – MOU:** Solicitor Hayes made suggestions for council as to changes the borough may want. There are 8 municipalities involved. We would have to wait for all to agree to a contract. The cost was unknown at this time.

**Anita Nealon – no left turn off Lansdowne:** Solicitor Hayes stated that she could move forward, with council's approval, to draft the ordinance which would state what is recommended, there is no left turn permissible from Lansdowne. Solicitor Hayes will draft that ordinance.

**11. CORRESPONDENCE:**

**Lackawanna County Recycling Office:** Ms. Kehoe stated that the borough will be participating in a tire recycling event on September 30<sup>th</sup>. There are volunteers needed. There is a fee to drop off a tire.

**Diane Kwolek – response from Donna McHale:** Street light in on Knapp Road, is being discussed.

**Susan Grady – traffic on State St:** Pedestrian safety on State Street discussed. Ms. Kehoe stated increase visibility, the state recommended fluorescent yellow stripes on

the sides of the crosswalks. The DPW will take care of that next spring. Also, make sure that cars are sufficiently far from the crosswalks. We would need to look at parking spaces that need to be eliminated. Solar lights are also an option.

**EXECUTIVE SESSIONS:**

**President Carey**

- **Prior-** N/A
- **During-** N/A
- **Subsequent-** N/A

**ADJOURN:**

**President Carey**

Roni Lopez made the first motion to adjourn, seconded by Frank Besten, vote was 6-0.