The regular monthly meeting of the Town Council of the Borough of East Rochester was held Wednesday, November 1, 2017 at 7:00 p.m. in the East Rochester Fire Hall, East Rochester, Pa.

PRESENT: Joyce Gordon, Kendra Hill, Frank Reda, Terry Mason and Jim Simon.

ABSENT: Mayor James Cable

ALSO PRESENT: Solicitor Paul Steff, Chief Mercier, Engineer Jeff Frye, Code Enforcement Officer John Clay, Tax Collector Debra Ahern, Maintenance Worker Sam Landis

CITIZENS REPORT: None

MINUTES FROM PREVIOUS MEETING: Terry Mason asked for a motion to accept the minutes from the October 4, 2017 meeting. Motion was made by Kendra Hill to accept the minutes. Joyce Gordon Seconded the Motion. By way of roll call vote, all in favor. Motion carried.

COMMUNICATIONS: Terry Mason presented the letter from the RAJSA with the rate hike that would be going into effect April 1, 2018 for council review. Terry Mason discussed with council scrap that was sold in June, July & August that was being used as a source of petty cash in the Borough Office and it needed to be determined by council if they wanted the monies deposited into the General Fund account or if it could continue to be used as petty cash. Council decided that what was left as of 11/1/2017 should be deposited into the General Fund account. Terry Mason told council that Artie Evans had finished the roof project at the Borough Building and the Borough Garage and ask did council want the second half of the monies released at this time. A motion was made by Joyce Gordon to pay the remaining amount due to the contractor. Kendra Hill seconded the Motion. By way of roll call vote, all in favor. Motion carried. The Borough Engineer stated he would stop and look at the building to make sure the job was complete.

MAYOR and POLICE: Chief Mercier presented the police calls for the month. Jim Simon made a motion to accept the police report. Frank Reda seconded the motion. By a roll call vote, all in favor and the motion carried.

STREETS & SEWERS: No Report

BUILDING PERMITS: 3 calls, 3 zoning inquires. John Clay said he would be meeting with Keith Knecht from The First City Company on Thursday 11/4/2017 to finalize plans on who will be going in the old State Store site at the Plaza. Joyce Gordon asked John Clay if there has been anything new on the Pizza Hut site or the Video Store site and John told council nothing new at this time. Joyce also asked if the Shop & Save / Big Lots section of the plaza will be remodeling and John reported not until next Spring. John was asked if he had sent a letter to the resident on 5th Street that had been discussed at the October meeting with the over-grown bush causing site problems for drivers, he said a letter would be going out this week.

FINANCE & BUDGET: Kendra Hill made a motion to pay all bills. Joyce Gordon seconded the motion. By way of roll call vote, all in favor. Motion carried.

TAX REPORT: Tax report - $1,319.07 collected – total commission $65.95. A motion was made

by Jim Simon to approve the tax collect's report and commission. It was seconded by Kendra Hill. By way of roll call vote, all in favor. Motion carried.

FIRE DEPARTMENT: No Report

SOLICITOR, ORDINANCE & LITIGATION: Solicitor Steff presented the necessary forms from Penndot that needed completed for the traffic signals on Route 65. A motion was made by Joyce Gordon to authorize the appropriate Borough officials to sign all necessary paperwork for the application for traffic signal approval and accompanying resolution. Frank Reda seconded the motion. By way of roll call vote, all in favor. Motion carried.

Solicitor Steff informed council that after reviewing the littering ordinance that is already in place for the Borough, it doesn't need updated, it's currently on the books and can be enforced as written.

Solicitor Steff explained to council that he has had a discussion with the tax collector regarding the audit being done by Herrmann and Loll, his intent is to be in contact with Ken Herrmann about the audit and have a report on that for next council meeting.

BOROUGH ENGINEERING: Jeff Frye presented the drawings to go with the paperwork Solicitor Steff had for the Penndot traffic signals on Route 65 that also needed signatures.

Jeff Frye told council that he received emails from Chester Engineering in reference to the debris deflectors of the 3 three culverts in the plaza. There may be some minor revisions required. Council will need to determine if they want to put the job out for bid.

Jeff Frye update council on the MS4 application that will be due November 26, 2017. The fee for the application is $500.00 to the Commonwealth of Pennsylvania. Jeff explained to council that once the application paperwork is completed, it has to made with 10 days, so a check needs approved and sent in. Solicitor Steff advised the expenditure to be approved at this month's meeting to avoid any delay. A motion was made by Jim Simon to approve the expenditure to make the application for the MS4 application once complete by the Borough Engineer. Joyce Gordon seconded. By way of roll call vote, all in favor. Motion carried.

RECREATION: Joyce Gordon informed council she was contacted by Christina Thompson of the Little Rams Organization who were using the ball field, and she informed Joyce they would be finishing up the week of 10/30 – 11/3/2017 at which time they would turn the keys into the Borough. She also mentioned they would be storing equipment in the shed (at their own risk), that they have a lock on the door. They would like to have the opportunity to use the field again next year, and they will approach council for permission as they did this year. Once they are completely done, Sam Landis will winterize the field along with the water company who will be contacted to turn off the water and remove the water meter.

UNFINISHED BUSINESS: Further discuss a personnel matter from the October 4, 2017 council meeting. This will be discussed in Executive session.

A motion was made by Joyce Gordon to accept the 2018 Preliminary Budgets as proposed. Frank Reda seconded. By way of roll call vote, all in favor. Motion carried