The regular monthly meeting of the Town Council of the Borough of East Rochester was held Wednesday, November 6, 2024 at 7:00 p.m. at Rochester Borough Council Chambers, Rochester, PA.

Meeting was called to order and Pledge of Allegiance was recited and roll call was taken.

PRESENT: John Drumm, George Davies, James Simon, Joseph Seminick

ALSO PRESENT: Solicitor Paul Steff, Sgt. Dawn Shane, Engineer Jeff Frye, Borough Secretary,

ABSENT: Mayor Knox and Councilman David Wagner

CITIZENS REPORT: Mr. Drumm said he talked with Wes Hill at the Rochester VFW regarding agreement with the VFW and Borough about maintaining the grass in the area at the back of their parking lot. It was agreed that the VFW would maintain the area in order to be able to burn used flags. Mr. Drumm said that in the spring he will ask the borough man to spray weed killer in that area.

MINUTES FROM PREVIOUS MEETING: Mr. Drumm asked if there were any corrections to the minutes of the previous meeting. There being none, Mr. Simon made motion to accept minutes of the previous meeting, Mr. Seminick seconded. By way of roll call vote, all in favor and motion carried.

COMMUNICATIONS: Secretary indicated that the borough received the annual engagement letter from the accounting firm of Herman & Loll setting forth their guidelines and fee for auditing for the year 2024. Their auditing fee will be $3,100.00 for the 2024 audit. Mr. Davies made motion to approve engagement letter from Herman & Loll. Mr. Seminick seconded. By way of roll call vote, all in favor and motion was carried.

MAYOR and POLICE: Sgt. Shane gave the report. There for 50 calls for service in October; 4 arrests and 9 traffic citations. Mr. Drumm asked Sgt. Shane as to whether there had been complaints or police calls regarding thefts or break-ins of vehicles in East Rochester. She said "No" there had been no reports or complaints.

STREETS & SEWERS: Mr. Simon indicated that Mr. Gozur had cleaned the zero-turn mower so it can be stored for the winter.

Secretary read prices for storage containers that would be used to store the zero turn, the skid steer, the snow plow and other items. She mentioned that a Conex 20x8x9 container could be purchased for a price of $2,148. This price includes delivery from Cleveland, OH and a $100 discount. After discussion by council, secretary was asked to obtain price for a 40-foot container. It was decided also that no purchase would be made until 2025.

BUILDING PERMITS: No building permits were issued for the month of October.

FINANCE AND BUDGET/TAX REPORT: Tax Collection for October $1,106.60; tax collector commission for October $55.33; total all bills $128,431.90 (October 3 to November 5); total payroll $4,826.68 (October 2 to November 5 for street, secretary and tax collector); Pennvest November payment, $1,024.95; Rochester Area Joint Sewer Authority collection for September $3,859.54.

Mr. Davies made motion to pay tax collector's commission for October. Mr. Seminick seconded. By way of roll call vote, all in favor and motion was carried.

Mr. Seminick made motion to pay bills. Mr. Simon seconded. By way of roll call vote, all in favor and motion was carried.

Mr. Davies made motion to transfer the amount of $78,000 to the general fund from the EIT account. Mr. Seminick seconded. By way of roll call vote, all in favor and motion was carried.

Mr. Seminick made motion to transfer $15,000 from the Sewer Maintenance Account to the Pennvest account to cover the monthly payments in 2025. Mr. Davies seconded. By way of roll call vote, all in favor and motion was carried.

FIRE DEPARTMENT: No calls for borough in October

SOLICITOR, ORDINANCE & LITIGATION: Progress

BOROUGH ENGINEER: Mr. Frye indicated that the Stewart Avenue project had been completed. He said that PennDOT still needs to complete their work in the area. Mr. Frye will follow-up with Mr. Zimmerman from PennDOT.

Mr. Frye said that the Green-Light Go drawings have been completed and forwarded to PennDOT for their review and approval. He said the project will go out for bid. He said that sometimes it may take more than 6 months to obtain the traffic poles. He said the sooner the borough puts the project out for bid, the better. After discussion on this matter, it was decided that bids would be opened in February 2025.

Mr. Frye also indicated that PennDOT said the engineering fees for the Green Light Go project are considered part of the 20% match which the borough is required to pay.

RECREATION: Progress

UNFINISHED BUSINESS: Progress.

NEW BUSINESS: Secretary said a copy of the 2025 proposed budget was in each councilman's folder. She went over the highlights of the budget. There will be no tax increase. Mr. Simon started to mention about personnel matters which would affect the budget. Mr. Steff said this should be discussed in executive session.

After discussion, Mr. Seminick made motion to accept 2025 Proposed Budget and authorize Solicitor Steff to advertise that it is available for review at the borough office during business hours. Mr. Davies seconded. By way of roll call vote, all in favor and motion was carried.

Discussion was held about applying for Local Share Program Grant for (1) street paving; (2) storm sewer improvements and (3) recreation improvements. Three separate applications will be completed. Secretary presented three resolutions which are required for the grant applications. A motion was made by Mr. Simon to sign the respective resolutions for the Local Share Program Fund Grant and to make applications as discussed. Mr. Davies seconded. By way of roll call vote, all in favor and motion was carried.

There being no further business a motion was made by Mr. Simon and seconded by Mr. Seminick to adjourn the meeting. The meeting was adjourned at 7:23 PM.

EXECUTIVE SESSION: Council went into Executive Session to discuss personnel matters. Executive Session was adjourned at 7:30 pm

Respectfully submitted,

Janice Dunn, Borough Secretary/Treasurer