

**THORNBURG BOROUGH COUNCIL
REGULAR MEETING
MINUTES OF FEBRUARY 7, 2022**

Meeting Time: The meeting was called to order at 7:00 PM.

Location: Thornburg Community Building, auditorium

Attendance: President Sigo Falk (2025) and council members Lauren Catanzarite (2025), Vinnie Coppola (2025), Mary Ditmore (2023), Zane Long (2023), Sam Runyon (2023), and Tony Szmul (2025) were present. Also present were Mayor Tom Mackin (2025), Solicitor Emily Mueller, and Secretary/Treasurer Dorothy Falk

Pledge of Allegiance was recited.

READING OF THE MINUTES:

Mr. Long made a motion to dispense with reading the Minutes of January 2, 2022. Mr. Runyon seconded the motion, and it was unanimously approved.

Mr. Long made a motion to accept the Minutes of January 2, 2022 as presented. Mr. Runyon seconded the motion, and it was unanimously approved.

APPOINTMENT OF TAX COLLECTOR:

Due to a vacancy in the office, Mr. Runyon a motion that council pass a resolution appointing Vera Quinn as borough tax collector and authorizing her to deputize Jordan Tax Service as the collector of borough real estate taxes. Mr. Coppola seconded the motion, and it was unanimously approved.

Mayor Mackin administered the oath of office to Ms. Quinn.

SOLICITOR'S REPORT:

Solicitor Mueller had nothing to report.

PUBLIC FORUM:

Residents Joan Britten, Bryan Catanzarite, Laura Irwin, Colleen and Zach Kamnikar, Susan Kelly, Rosie Rainbow-Rizzo and Chris Rizzo, Elisa Rosenblatt, Steve Salvador, Lindsay Segu, Julie Simelis, and Marie Urick were present to observe.

MAYOR'S REPORT:

Mayor Mackin gave the police report for January. There were three alarms (false), two animal complaints, one alcohol/drug related incident at the conservation park, one medical call with transport, and one lock out in the industrial park.

ENGINEER'S REPORT:

No report.

TREASURER'S REPORT:

Ms. Falk presented council with a list of deposits made since the January meeting, as well as a current balance sheet and profit and loss report.

Disbursements: Ms. Falk presented the monthly Disbursement Report. Mr. Runyon made a motion to approve the disbursements for February as presented. Mr. Szmul seconded the motion. It was unanimously approved.

Audit proposal: Ms. Falk presented a proposal from Hosack, Specht, Muetzel and Wood for the 2021 financial audit and preparation of the annual financial report. Mr. Coppola made a motion that council accept the proposal as presented at a cost of \$4,675. The motion was seconded by Mr. Szmul and passed unanimously.

Comcast franchise fee renewal agreement: A discussion was held on a proposal from the Cohen Law Group for a multi-municipal negotiation and audit for the renewal of the Comcast franchise agreement. Solicitor Mueller will research what GRB charged to negotiate the previous agreement for discussion at the March meeting.

COMMITTEE REPORTS:

Finance: No report.

Human Resources: No report.

Public Relations: No report.

Roads: Mayor Mackin reported that Eton will likely be paved in April

Sewers: Mr. Coppola reported that Thornburg will not be required to do flow monitoring.

Steering: President Falk suggested that the fundraising committee be authorized to incur expenses as part of its fundraising activities for the Master Plan. A discussion followed. Mr. Szmul made a motion that the committee be authorized to spend up to \$6,000 with payments approved through the regular disbursement channels. Ms. Ditmore seconded the motion, which passed unanimously.

President Falk summarized a proposal from The Design Alliance to prepare an exploded axonometric rendering of the schematic design for the renovations to the Community Center. A discussion followed. Ms. Catanzarite made a motion that council accept the proposal as written in an amount not to exceed \$3,575. The motion was seconded by Ms. Ditmore and approved unanimously.

A discussion was held on project scheduling and cash flow. The following projects will be performed in 2022: playground equipment replacement, electrical work in the building, and identified building structural repairs. President Falk will ask The Design Alliance to prepare a proposal for the construction drawings and specifications for the community center work, including a bid package for the electrical work.

Playground: Ms. Kamnikar updated council with a summary of the process to date, as well as proposed equipment and layouts. The playground surface remains undetermined due to cost and an upcoming survey of the exact site location. Grading is an issue.

Grants: Ms. Ditmore provided council with a list of potential grant opportunities, including two applications currently underway (PA Historical and Museum Commission, Local Share Account). She asked about the procedure for getting resolutions if council meetings did not occur prior to the application deadlines. Solicitor Mueller reported that a poll could be taken of council and the resolution ratified at a subsequent meeting if necessary.

Fundraising: Ms. Catanzarite reported that the committee has set a fundraising goal of \$250,000 for the playground and community center renovations. Approximately 40% of that amount has already been unofficially pledged by committee members.

A discussion was held regarding establishing a separate account for the deposit of pledged funds. Ms. Catanzarite made a motion that council authorize borough secretary/treasurer Dorothy Falk to open a new bank account at PNC for the deposit of fundraising revenues. Ms. Ditmore seconded the motion, which was approved unanimously.

OLD BUSINESS:

Lighting at conservation park: Ms. Falk reported that the cost to rewire the existing poles to the parking lot would be up to \$500, with no charge for the installation of the lights. A new drop pole could be installed at a monthly fee of \$10.52 for a minimum of 5 years. A discussion followed. Council authorized the installation of flood lights on the existing poles.

NEW BUSINESS:

PennDOT bridge work: Resident and PennDOT representative Zach Kamnikar reported that the bids for the bridge preservation would be opened 3/3/2022, with work expected to begin in late spring 2022 and to last approximately one year. He will provide more information as he gets it.

Mr. Long reported that a resident had complained to him that Harvard was not getting plowed. Mayor Mackin indicated that Harvard is a high priority and that the resident should contact him directly if they wish to discuss it.

Ms. Catanzarite suggested that the borough provide an electric shovel to make it easier for public works to shovel the many steps in the borough. Mayor Mackin will mention it to Rob Murphy.

ADJOURNMENT:

Mr. Runyon made a motion to adjourn the meeting at 8:55 PM, which was seconded by Ms. Catanzarite. The motion was unanimously approved.