

Minutes
NORTH CATASAUQUA BOROUGH COUNCIL MEETING
November 6, 2023

PRESENT: Vice President John Yanek chaired the meeting, President Peter Paone (virtual), Councilpersons: Mark Gioielli, Mike Macsisak, Jessica Cope, Dan Snyder, Michele Hazzard (virtual). Mayor Molchany, Solicitor Steven Goudsouzian, Secretary Tasha Jandrisovits; Treasurer Annette Englert, Jr. Councilperson Katilyn Lawton

Also present were Police Chief Christopher Wolfer and Fire Chief Roger Scheirer

APPROVAL OF MINUTES

MOTION: By Mike Macsisak to approve the minutes. 2nd by Jessica Cope. No additional discussion, all in favor.

PEOPLE PRESENT

Mike Reed – Update on the concern he brought to council last meeting. Tasha stated she reviewed the property file, and all the appropriate permits were pulled. Chief stated he checked, and the cars were registered to the owners. Mike stated they switched the license plates. Chief Wolfer stated that can be done with specialty and dealer plates. Roger stated they have an approved business license and are able to run a business from the home. It is a car detail business. Mr. Reed feels they are doing more than that, Chief Wolfer stated we will continue to monitor. Mr. Reed is not happy that cars are parked on the street, he has trouble parking now, especially since homeowner has a garage for 2-3 cars and off-street parking.

Marc Hillenbrand from Betterment Committee – Marc reported that Autumnfest was a great success. He had a number of people walk up to him this year and were surprised how big it was and the things we did. Marc thanked the borough public works crew for all of their hard work on set up, clean up, etc. He also thanked them for getting all the Hometown Hero banners up. The Betterment committee donated money again this year for additional decorations at the park. John asked if this will continue, Marc stated yes but no more orders until Spring and would like to order 10 at a time to get best price. John also asked about trees in the park and Marc gave a quick overview of that, including the two sample ones that will be sponsored by the Recreation and Betterment committees this year.

OFFICE/TREASURER REPORT –

- Proposed budget
 - Millage increase from 15.2 to 16.5 in 2024 as a tax increase
 - Increase garbage rate to \$435.00 per household. Contract expires in 2 years and there will be an increase, so rather than hit everyone with a large expense at once, we plan to increase it slightly each year.

- Notable increases on revenue side, expense side – Treasurer salary to part time, Operations Assistant at full time. Police admin assistant to full time, add 2 full time officers – 7 officers, start in March.
- Fire department, new Chief's vehicle, vehicle equipment and maintenance increased as vehicles age, also need to order new radios due to new operating system in county.
- Road signs increased need to start replacing old wooden barricades.
- General Fund proposed budget of \$2,548,665.00.
- Spreadsheet of salaries and benefits costs if anyone would like to review.
- Mark asked if that included a new truck for public works, Pete said no, we will use liquid fuels money to purchase; truck is 15 years old at end of life, will split across two years.
- Sewer fund – calculated with 25 new homes in WB Estates
- Notable expense under Misc. - the sewer line on Almond between Railroad and Front needs to be replaced.
- Sewer Fund proposed budget of \$850,050.00.
- Pete thanked everyone for their input on the budget, especially Dan and Jess on the Finance Committee. Pete stated it is approx. an 8% tax increase, due to high levels of inflation and operating costs increasing.

MOTION: By Mark Gioielli to approve advertisement of the General Fund Budget at \$2,548,665 with a 1.3 mil tax increase. 2nd by Jessica Cope. No additional discussion, all in favor.

MOTION: By Mike Macsisak to approve advertisement of the Sewer Fund Budget at \$850,050. 2nd by Jessica Cope. No additional discussion, all in favor.

- Advertise next week – vote in first meeting in December.
- Pension actuarials are in, copies in the office if anyone would like to review.
- Motion to approve advertising the Operations Assistant FT position.

MOTION: By Mike Macsisak to advertisement for the full-time Operations Assistant. 2nd by Dan Snyder. No additional discussion, all in favor.

- Subdivisions - received additional subdivision plan for 1507 Lincoln Ave. Will be reviewed by Planning Commission at December meeting.

PUBLIC WORKS SUPERVISOR REPORT – Travis Brett - presented by Pete Paone

- New Public Works vehicle fully upfitted will cost around \$62k.
- \$30k LF 2023, \$30k LF 2024
- Other truck end of life as discussed prior under budget.

MOTION: By Mark Gioielli to approve the purchase of above. 2nd by Dan Snyder.
No additional discussion, all in favor.

CIVIL SERVICE – Roger Scheirer

- Police test has been advertised.
 - Apps. Due Oct. 31st, 2023, by 4pm.
 - Civil Service meeting Nov.1st 2023 @ 7pm.
 - Agility Test date Nov. 11th, 2023 @10 am
- We have 4 people taking the test.

EMERGENCY MANAGEMENT REPORT – Roger Scheirer

Steve's office is working on documentation needed for stop signs, will send them the paperwork.

Chestnut and Currant –

On Wednesday October 25,2023 the Borough along with Key Codes Inspection Agency served an Administrative Search warrant on the property. On scene:

1. NC Police Detective
2. Catasauqua Fire Chief
3. Catasauqua Fire Marshall
4. Catasauqua Code Officer
5. NC EMA
6. Key Codes Inspector
7. NC Fire Chief

The property was inspected, and numerous Violations were found on the property. Violation notices were sent to the owner with a short timeline to correct all the violations on the property. The owner is on a strict timeline and we will be taking the next steps if he does not comply with the time lines.

FIRE DEPARTMENT REPORT – Roger Scheirer

Fire Chief Report

- 22 calls for service for the month of October.
- Fire Prevention went well in the district.
- We had 8 members take and pass Fire fighter 1 and Haz-Mat Ops Awareness Pro Board:
 1. Zack Scheirer
 2. Adam Reinhart
 3. Anthony Barber
 4. Dennis Weatherhold

5. Geoffrey Weatherhold
6. David Carl
7. Craig Neetz
8. Dylan Kalynych

POLICE DEPARTMENT REPORT –



**North Catasauqua Borough Police Department
November 2023 1st Monthly report**

- Requested to host CPR child/adult/infant here at HQ on behalf of Salem UCC Church 615 3rd St Catasauqua. Approximately 6 students. No hourly income from instructor Santiago.
- Our department taught about 40 students the Stop the Bleed curriculum at the Moravian University; Bethlehem PA. Cpl. Santiago was the lead instructor.
- Cpl. Santiago also taught Physical Conditioning at the Lackawanna Police Academy on Thursday October 19, 2023.
- Passed tri-annual JNET audit with an A+ rating. We are good for another 3 years.
- We will be applying for an officer recruitment grant. Still in early stages, no need for resolution yet. It will provide \$5,000 per Ofc. Hired or \$7,0009 to cover academy costs.
- Executive session request.

TRAINING COMPLETED

- I attended advanced firearms instructor training through VIGR LLC. Now a certified PA Firearms instructor for life
- Cpl. Santiago and I completed medical management of Chemical, Biological, Radiological, nuclear, and explosive events through Texas A&M Engineering Extension Service Training Center

MOTION: By Mike Macsisak to approve hosting a CPR class here for Salem UCC. 2nd by Mark Gioielli. No additional discussion, all in favor.

OFFICE INSURANCE & PERSONNEL REPORT - Mark Gioielli – no report.

PUBLIC WORKS REPORT - John Yanek
John confirmed Public Works will be collecting leaves in November.
John noted there is an auction on Wed. at 506 Green.

RECREATION COMMITTEE REPORT – Michele Hazzard no report

LAW COMMITTEE REPORT - Michele Hazzard no report

PUBLIC PROPERTY & PARKS REPORT - Jessica Cope - no report

PUBLIC SAFETY-POLICE – Michael Macsisak - no report

PUBLIC SAFETY-FIRE REPORT – Daniel Snyder - no report

MAYOR REPORT – William J. Molchany, Jr.
Thanks to Marc and Betterment – Hometown Here banners look great. Mayor also stated he presented a proclamation for Daku's being in business for 75 years.

SOLICITOR REPORT – Atty. Steven Goudsouzian – no report

COUNCIL PRESIDENT REPORT - Peter Paone
Congrats to Roger for his Outstanding Municipal Employee Award from Northampton County.
Details can be found on our website.

NEW BUSINESS - no new business.

APPROVAL OF BILLS

MOTION: By Mike Macsisak to approve payment of all invoices. 2nd by Dan Snyder.
No additional discussion, all in favor.

ADJOURNMENT

Executive Session began at 7:51pm and ended at 8:04pm, reason was police and personnel issues.

MOTION: By Mike Macsisak to adjourn the meeting at 8:05pm. 2nd by Dan Snyder.
No additional discussion, all in favor.

ATTEST:

A handwritten signature in black ink, appearing to read 'Tasha', with a large, sweeping flourish extending to the left.

Tasha Jandrisovits
Borough Secretary