

**MINUTES**  
**NORTH CATASAUQUA BOROUGH COUNCIL MEETING**  
**June 5, 2023**

**PEOPLE PRESENT**

CALL TO ORDER – 7pm

PLEDGE OF ALLEGIANCE

**PRESENT:** President Peter Paone, Vice President John Yanek, Councilpersons: Mike Macsisak, Michele Hazzard, Dan Snyder. Mayor Wm. Molchany. Solicitor Steven Goudsouzian, Treasurer Christina Czonstka, Secretary Tasha Jandrisovits

Also present were Police Chief Christopher Wolfer, Fire Chief Roger Scheirer, and Public Works Supervisor Travis Brett.

**ABSENT:** Jessica Cope and Mark Gioielli

**APPROVAL OF MINUTES**

Correction to Minutes from May 15 ,2023, Dan Snyder was present, Kaitlyn Lawton and Christina Czonstka and Annette Englert were not present.

**MOTION:** By Dan Snyder to approve the minutes from May 15, 2023, with above corrections. 2<sup>nd</sup> by Mike Macsisak. No additional discussion, all in favor.

**PEOPLE PRESENT**

- 1425 Howertown Rd. Subdivision
  - Rob Piligian – Bascom Sieger Inc.
  - Will Hill – owner
  - Dave Kutzor – Borough Engineer

Dave Kutzor read the engineer's review letter. He then discussed that the additional storm sewer is under 10k, so they can ask for the waiver, not a big issue. Regarding #27 – he was wrong, there is only one exit for handicap, and it does not cross Howertown Rd. They will remove and replace that one. Regarding open space – they are asking for a waiver to plant 2 trees and contribute \$1200 to the borough in addition to the \$600 open space fee per lot. Dave recommends we approve pending unresolved comments. It was asked what is being done with the existing home. Rob answered that it is being kept as is. Asked what about the barn? Will stated it remains as well. Pete stated the milling and paving is a good solution to the water runoff problem. Travis and the Engineer can have a conversation to discuss plans to complete the property. Travis asked if the lateral runs out to Howertown. Will said yes and they are tapping off of that one, no street cuts.

MOTION: By John Yanek to approve the subdivision plan for 1425 Howertown Rd. as presented pending final legal and engineering reviews and along with the conditions listed below and with the following waivers. 2nd by Dan Snyder. No additional discussion, all in favor.

Conditions:

1. Payment of all fees and costs
2. Entry of all legal and related documents as drafted by the Borough Solicitor
3. Compliance with all engineering letters
4. Milling Palomino / Howertown Road in accordance with Borough standards and to the Borough's satisfaction

With the following waivers:

1. Waiver of Act 167 Stormwater Management due to the small increase of impervious coverage
2. Partial waiver of trees. Specifically, planting of two trees and a waiver of the additional four trees with a payment of \$1200.

TREASURER REPORT – Christina Czonstka

- Requested money from New York Life to replenish the police pension fund. Needed to issue retirement checks on May 1<sup>st</sup>, so pulled money from special fund, will transfer back once funds received.
- Our credit cards through Truist we have rewards points, she requested \$500. We discussed using that money for a chair for Roger.

OFFICE REPORT – Tasha Jandrisovits

- PA PUC hearing update – Keystone called and offered to pay the \$500 fine we had remaining instead of us appealing the decision, we agreed.
- Stratix proposal – server warranty extension – we need approval on the quote from Stratix for \$569.00 to extend the warranty on the server. The plan is to meet with Ty from Stratix to do some planning around future computer needs.

MOTION: By John Yanek to approve the Stratix proposal to extend the server warranty at a cost of \$569.00. 2<sup>nd</sup> by Mike Macsisak. No additional discussion, all in favor.

- Freedom upgrade to City Share

MOTION: By Mike Macsisak to approve upgrading the Freedom System to City Share for a cost of \$1495.00. 2<sup>nd</sup> by Dan Snyder. No additional discussion, all in favor.

- Liquid Fuels Audit – audited on liquid fuels from 2021 and 2022. No written findings.
- MRM WC annual review – Travis, Roger, Chris and Tasha met with MRM to review WC's and do safety walk through PW. Will share final report once finalized.
- Grant for Lehigh Valley Chamber of Commerce – received from Mayor, turned around same day, requested money for items we would already spend money on such as mulch and flowers for the park, as the grant is a match grant.
- Letter from Suzanne Borzak our inspector asked us to share at council:

As your primary property maintenance inspector, I want to take the time to congratulate the Council for establishing a team of dedicated individuals who have made North Catasauqua rise above others to make the Borough a strong, safe place to live.

Recently, we had a non-responsive landlord that pressured code, police and office staff. We had no recourse but to obtain an administrative warrant to ensure the property complied with the ordinances in place at the Borough.

The work your dedicated employees, especially Chief Wolfer, Corporal Santiago and Detective O'Donnell put forth ensured not only the safety of all involved, but also the protection of the residents of the Borough. Add Emergency Management Coordinator Roger Scheirer and EMA team member Greg Scheirer and the task, which may seem typical to them, clearly rose above and beyond to ensure a well-executed, safe and precise plan that achieved what the ordinances require. This team shows leadership skills above the norm.

Thank you,  
Suzanne Borzak

- Pete agreed and shared his thanks as well.
- July council meeting - move to summer schedule and hold only one?

MOTION: By Mike Macsisak to approve cancelling the July 3<sup>rd</sup> council meeting and holding the meeting as scheduled on July 17<sup>th</sup>. 2<sup>nd</sup> by Michele Hazzard. No additional discussion, all in favor.

Pete mentioned it is the season for it to overheat in snack stand, ask Stratix about getting a cooling unit for the bathroom server.

PUBLIC WORKS SUPERVISOR REPORT – Travis Brett

No report.

CIVIL SERVICE – Roger Scheirer

MOTION: By Mike Macsisak to approve the civil service list. 2<sup>nd</sup> by Michele Hazzard. No additional discussion, all in favor.

EMERGENCY MANAGEMENT REPORT – Roger Scheirer

Worked with Police Chief to create a plan for carnival.

FIRE DEPARTMENT REPORT – Roger Scheirer

North Catasauqua Borough  
Council Meeting Report - June 5, 2023 - Fire/ EMA/Civil Service

Fire Chief Report

1. 23 calls for service for the month of May
2. We had two firefighters that pass the emergency Medical Responder Class. Zack Scheirer, Adam Reinhart. The same two firefighters will be testing out this month to be certified drivers on 1831 and 1811 they have all their classes and meet the requirements to be drivers.

Roger thanked the Whitehall Chamber of Commerce grant for \$1k. Pete congratulated them as well. Pete also said thank you for the focus on training and thank the guys who put in a month's worth of full-time work in training.

POLICE DEPARTMENT REPORT – Chief Wolfer

Chief Wolfer requested an Executive session.

Chief Wolfer then read the following to council:

Borough Council, and Mayor,

A check of records shows Officer Steven Santiago has no negative write-ups and/or remarks in his personnel file. Since he began his tenure, Officer Santiago has made himself an invaluable asset to this department and the community. As of today's date, June 5<sup>th</sup>, 2023, Officer Santiago is in good standing with the police department, has the required experience, knowledge and training required for a supervisory position. Based on the abovementioned along with Officer Santiago's unwavering dedication and loyalty to this department, it is with great pride that I give my full recommendation that Steven Santiago be promoted to the rank of Corporal effective immediately.

MOTION: By Mike Macsisak to approve the promotion of Officer Steven Santiago to Corporal. 2<sup>nd</sup> by Michele Hazzard. No additional discussion, all in favor.

Handicap parking spot 1036 3<sup>rd</sup> street – 100' from his home – but there is truly a need for this one.

MOTION: By Michele Hazzard to approve handicap parking spot for 1036 3<sup>rd</sup> Street. 2<sup>nd</sup> by Dan Snyder. No additional discussion, all in favor.

OFFICE INSURANCE & PERSONNEL REPORT - Mark Gioielli  
No report.

PUBLIC WORKS REPORT - John Yanek

John mentioned to Travis he assumed courts would not be worked on until next year as they are in use from the 3<sup>rd</sup> week in August through the end of September. There are holes around the upper courts if they can fill in with dirt in the meantime.

MOTION: By Michele Hazzard to allow Volleyball Practices during summer on June 10,11,17,24,25. 2<sup>nd</sup> by Mike Macsisak. John Yanek abstained. No additional discussion, all in favor.

RECREATION COMMITTEE REPORT – Michele Hazzard  
Let council know there will not be summer program, could not find qualified leaders.

LAW COMMITTEE REPORT - Michele Hazzard

MOTION: By Michele Hazzard to Increase Shawn Saylor's salary by \$2 per hour due to the additional responsibilities he has taken on as assistant supervisor. 2<sup>nd</sup> by Mike Macsisak. No additional discussion, all in favor.

PUBLIC PROPERTY & PARKS REPORT - Jessica Cope  
No report.

PUBLIC SAFETY-POLICE – Michael Macsisak

MOTION: By Mike Macsisak to approve the termination of Officer Brian Douglas based on the recommendation from Chief Wolfer. 2<sup>nd</sup> by Michele Hazzard. No additional discussion, all in favor.

PUBLIC SAFETY-FIRE REPORT – Daniel Snyder

No report.

MAYOR REPORT – William J. Molchany, Jr.

Received grant information at his last Chamber meeting, shared with the office. Congratulations to the Fire Department for their \$1k grant from the Whitehall Chamber of Commerce and to the Recreation Committee for their \$2k grant for new picnic tables.

SOLICITOR REPORT – Atty. Steven Goudsouzian

No report.

COUNCIL PRESIDENT REPORT - Peter Paone

Pete stated there are grants out there for other projects, DL and others doing open space projects. Bryan Cope working on block walls for sitting walls along the trail. He spoke to Travis.

NEW BUSINESS

None

APPROVAL OF BILLS

MOTION: By Dan Snyder to approve all invoices. 2<sup>nd</sup> by Mike Macsisak. No additional discussion, all in favor.

ADJOURNMENT

MOTION: By Mike Macsisak to adjourn the meeting at 8:04pm. 2<sup>nd</sup> by Michele Hazzard. No additional discussion, all in favor.

ATTEST:



Tasha Jandrisovits