

A special meeting of the St. Clair Borough Council was held to review issues and finance on Thursday, November 2, 2017 beginning at 7:00 pm.

In attendance were council members: John Burke, Thomas Dempsey, William Dempsey, Michael Petrozino, James Larish and Mayor Richard Tomko. Joann Brennan and John Houseknecht were absent.

Others in attendance included Electric Light Department Superintendent Robert Petrozino, Deputy Street Superintendent William Umbenhaur, Treasurer Carol Sutzko, and Police Chief William Dempsey.

Public Comment - No public comment

Deputy Superintendent William Umbenhaur reported all the streets are sealed except McCord Avenue, Pike, Memorial Avenue, Walnut Street, Thompson Street and Ann Street. Council President Larish authorized the purchase of an additional 500 gallons of sealant over the base contract amount. Umbenhaur stated the street crew can seal the remaining streets.

Umbenhaur will request funds in the upcoming budget session to replace the lower roof on the borough garage. The roof is leaking. Snow catchers should be included in the project to protect snow and ice from falling onto children in the playground.

Police Chief William Dempsey reported the Dodge Durango sustained damage in an accident while in pursuit of a vehicle. On October 8th about 1:00 am a house was under surveillance. The patrolman noticed a vehicle with bad plates. The officer followed this vehicle that flew through several stop signs in an effort to evade the officer. A chase ensued up the Burma Road when the vehicles collided. The driver of the fleeing vehicle was arrested and committed for possession of drug paraphernalia. She is responsible for the accident. The Dodge Durango police cruiser sustained \$8,877 in damages and it is undergoing repairs.

Sergeant Leskin has completed the application for a federal grant for new bullet proof vests. An award of 50% or \$2,800 was awarded. The vests must be purchased next year. Kackle donated \$3,000 towards the purchase of the vests. Former Chief of Police Michael Carey assisted in the borough securing the award.

The Police Civil Service Commission administered the physical agility test last Saturday. The written test will be administered to the four applicants.

Mayor Tomko reported the Halloween Parade went well. He commended the Police Department and the Street Department crew. Fire police were lacking who usually assist in traffic control. The borough secretary was directed to send \$25.00 to join the Schuylkill County Fire Police Association. Council discussed reorganizing the fire police. Councilman Burke commended the police for the foot patrols during Trick-Or-Treat night.

Electric Light Department Superintendent Robert Petrozino met with Utility Engineers in regard to the replacement of the damaged Russell Street Pole. A section of the borough code specifies the project does not have to be put out on bid. The project is just replacing an existing pole. However, Electrical Engineer Norm Baron was concerned over the aesthetic appearance of the new pole.

Service Electric Cable TV is hanging fiber optic cable throughout town. Petrozino contacted SECTV to determine if both the current cable wiring and the new fiber optic cable will remain on our poles. SECTV provided no definite answer. Yesterday Secretary Price and Petrozino attended a meeting in Kutztown relative to wireless providers attaching to utility poles and using our utility right-of-ways. These companies are building systems to provide 5-G service to future customers.

The PMEA membership would like to create a standardize pole attachment agreement that would be uniform throughout the membership.

The borough received a bad batch of cut outs which connects the electric wire to the transformers. One of the bad cut outs blew Sunday evening leading to a power outage for several hours. These bad cut outs will be replaced with new silicone ones.

Petrozino requested council consider approving repairing the caboda in the amount of \$1,307.76.

The new skyline Christmas swags have been hung on Second Street.

Mayor Tomko will issue a proclamation honoring the Mineral Lodge #28 I.O.O. Odd Fellows organization on its 170th year anniversary.

Borough Secretary Roland Price presented the Borough Secretary's notes.

PMEA has provided us a suggested ordinance for possible adoption. We are currently reviewing it and a copy is in your packet.

As promised, Engineer Brian Baldwin has provided a cost analysis to update the Russell Street Traffic Signal using Green light Go grant funds.

According to a PennDOT official a complete replacement of the intersection signalization would be required due to its age and substandard conditions. Estimated project cost is between \$400,000 to \$440,000. The borough's match is 20%. (\$80,000 to \$88,000).

A general consensus decision is required tonight due to the application filing date. After discussion, council decided not to apply for the grant at this time.

The November Council meeting is scheduled for next Thursday, November 9th beginning at 7:00 pm.

The Schuylkill County Hazard Mitigation Plan is being updated. The kickoff meeting is Thursday, November 9th. A letter of intent to participate in the program is due November 3rd – tomorrow with our representatives listed. At the moment Engineer Baldwin, Code Official Brestowski and I will be representing the borough.

Electric Light Department Superintendent Robert Petrozino and myself met with representatives from AMP to provide us with an update on the boroughs power supply for 2017.

A phone conference was held with Solicitor Brennan, Code Official Brestowski and myself on initiating the conservership program to the properties on our demolition list.

SEDCO made an offer to pay for half of the \$711.00 price to make a St. Clair Industrial Park directional sign.

Also in your packet is a request from Mobilitie, LLC, who is seeking an agreement to use our Right-of-Way and attach to one of our poles.

Insurance Claims:

Borough Garage Roof:

The Philadelphia Insurance Company initially made payment of \$10,858.92 for the wind damage sustained to garage roof. Once the roof was replaced, an invoice was submitted to the adjuster. The depreciation share was received in the amount of \$16,417.64. Total insurance payment made \$27,276.56. The replacement of the garage roof was \$39,994.

Russell Street Pole

A claim was made to our insurance carrier, the Philadelphia Insurance Company. The claim is on hold for the moment until we determine what the trucking firm intends to do and the project is completed. Under our policy, there is a \$1,000 deductible but we have full replacement coverage.

I am working with the trucking firm who stated will pay for the damages. Once the project is completed all invoices will be submitted. A depreciation value may be deducted by them.

Police Cruiser – Dodge Durango incident

Repairs to the damaged police cruiser were \$8,377

The Philadelphia Insurance Company will seek reimbursement for all monies paid under the policy, including our \$500 deductible, from the other responsible party.

Health Care Insurance

Our representative from Benicon met to discuss our renewal rates for next year. The rate increase for 2018 is 16.2%. However, the trend is declining. The borough is still in the best health care plan that is available.

The bills and claims submitted by Treasurer Carol Sutzko were reviewed.

The meeting was adjourned at 8:01 pm.

**Roland Price
Borough Secretary**

NOVEMBER COUNCIL MEETING

November 9, 2017

The monthly meeting of the St. Clair Borough Council was held on Thursday, November 9, 2017, in Council Chambers, St. Clair Municipal Building, 16 S. Third Street, St. Clair. The meeting began at 7:00 pm.

Answering the roll call were council persons: Joann Brennan, John Burke, Thomas Dempsey, William Dempsey, John Houseknecht, Michael Petrozino, James Larish and Mayor Richard Tomko.

Also present included Engineer Brian Baldwin, Fire Chief Frank Uhrin, Solicitor Edward Brennan, Police Chief William Dempsey, Treasurer Carol Sutzko, and George Wolff.

Pledge of Allegiance

Councilmember Joann Brennan led council in a prayer.

Copies of the minutes of the previous council meetings have been given to borough council members and Mayor Tomko, are there any errors or corrections? The minutes stand approved.

Public Comment

No public comment

MAYOR'S REPORT

Mayor Tomko presented a proclamation honoring the Mineral Lodge #28 I.O.O. Odd Fellows organization on its 170th year anniversary. George Wolff accepted the proclamation on behalf of the organization.

On a motion made by Burke, seconded by Houseknecht, to accept the report; approved.

BOROUGH SOLICITOR'S REPORT

Solicitor Edward Brennan reported the McGinley property has been turned over to Mr. Donaldson. Once the property is either brought up to code or demolished another court hearing must be held before the court to dissolve the conservership.

In regard to the Woodland Terrace Development project the developers engineer will process the reimbursement for the fire hydrant update at the development. The road, water, and sewer dedications will be signed by the bank.

Solicitor Brennan discussed Mobilitie LLC pole attachment agreement. Secretary Price and Electric Light Department Superintendent Robert Petrozino attended a meeting last week in Kutztown Borough dealing with these types of agreements. Mobilitie LLC wishes to attach to one of our poles. Solicitor Brennan expressed some concern. He felt the zoning permit issued in this project should be appealed to the Zoning Hearing Board.

A convenience store on the border with the borough and East Norwegian Township should acquire a zoning permit through the county. Most of the work being performed is in the township.

Coal Creek will be submitting another sketch plan for the Planning Commission to review.

On a motion made by W. Dempsey, seconded by T. Dempsey, to accept the report; approved.

ENGINEER'S REPORT

On a motion made by Burke, seconded by Houseknecht, to accept the report; approved.

DEPARTMENTAL REPORTS

STREET DEPARTMENT REPORT

On a motion made by W. Dempsey, seconded by Houseknecht, Borough council unanimously approved the report and it was made part of the minutes by reference.

ELECTRIC LIGHT DEPARTMENT REPORT

On a motion made by Burke, seconded by W. Dempsey, Borough council unanimously approved the report and it was made part of the minutes by reference.

TREASURER'S REPORT

On a motion made by Houseknecht, seconded by T. Dempsey, borough council unanimously approved the report and it was made part of the minutes by reference.

TAX COLLECTOR'S REPORT

On a motion made by Burke, seconded by W. Dempsey, borough council unanimously approved the report and it was made part of the minutes by reference.

POLICE DEPARTMENT

On a motion made by Petrozino, seconded by W. Dempsey, borough council unanimously approved the report and it was made part of the minutes by reference.

Mayor Tomko praised Chief Dempsey in running the Police Department with four full time officers in providing 24 hour coverage with minimal overtime.

ZONING DEPARTMENT REPORT – No Report**FIRE DEPARTMENT REPORT**

On a motion made by T. Dempsey, seconded by W. Dempsey, the report was unanimously approved by Borough Council and it was made part of the minutes by reference.

Councilman Burke inquired on the preparedness of the Fire Department to respond to major hazardous situations. The chief responded by listing its planned response to various scenarios. Engineer Baldwin interjected the county held a Hazardous Mitigation meeting today as part of the process in updating the Hazardous Mitigation Plan. This is a FEMA requirement that it be reviewed every five years.

CODE OFFICIAL REPORT

On a motion made by T. Dempsey, seconded by W. Dempsey, the report was unanimously approved by Borough Council and it was made part of the minutes by reference.

COMMUNICATIONS

The Rescue Hook & Ladder Fire Company request permission to hold its annual block Party on August 9, 10 and 11, 2018 along with the following requests.

close the 100th block of North Second Street at 5:00 pm on Wednesday, August 8th.

Be granted permission to place No Parking Signs on the 300th block of East Franklin Street to the 100 block West Franklin Street from 4:00 pm Saturday, August 11th to 10:00 pm.

Be granted permission to host an apparatus parade on Thursday, August 9th at 6:00 pm to start the block party.

Permission be granted to host an apparatus parade on Saturday, August 11 at 6:00 pm for county-wide apparatus parade.

On a motion made by T. Dempsey, seconded by W. Dempsey, to accept communications; approved.

OLD BUSINESS

On a motion made by W. Dempsey, seconded by Houseknecht, to adopt the Fair Housing Resolution; A ROLL CALL VOTE WAS TAKEN WITH THE FOLLOWING RESULT: BRENNAN-YES, BURKE- YES, T. DEMPSEY-YES, W. DEMPSEY-YES, HOUSEKNECHT-YES, PETROZINO – YES, AND LARISH-YES. The motion was approved.

LET IT BE KNOWN TO ALL PERSONS of the Borough of St. Clair that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, sex, national origin, religion, familial status(families with children), or handicap (disability) is prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Act) and the Pennsylvania Human Relations Act adds the additional protected classes of age, ancestry and use of guide or support animals because of the blindness, deafness or physical handicap of the user or because the user is a handler or trainer of support or guide animals. It is the policy of the Borough of St. Clair to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, sex, national origin, religion, familial status, handicap, age, ancestry and use of guide or support animals because of the blindness, deafness or physical handicap of the user or because the user is a handler or trainer of support or guide animals. Therefore, the Council of the Borough of St. Clair does hereby pass the following resolution.

BE IT RESOLVED, that within available resources the Borough of St. Clair will assist all persons who feel they have been discriminated against because of race, color, sex, national origin, religion, familial status, handicap, age, ancestry and use of guide or support animals because of the blindness, deafness or physical handicap of the user or because the user is a handler or trainer of support or guide animals to seek equity under federal and state laws by filing a complaint with the local Fair Housing Officer, Pennsylvania Human Relations Commission and the U.S. Department of Housing and Urban Development, whichever is chosen by the person filing the complaint.

BE IT FURTHER RESOLVED that the Borough of St. Clair shall make publically known this Resolution and through this publicity shall cause owners of real estate, developers, and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Act, the Pennsylvania Human Relations Act, and any local laws or ordinances.

- FURTHER ACTION will at a minimum include, but not to be limited to:**
- (1) Publicizing the name and contact information of the local Fair Housing Officer, which will include the process to file a complaint if a person feels they have been discriminated against in housing in any manner and other applicable fair housing information through local media and community contracts; and**
 - (2) Conduct at least one fair housing activity annually to better inform the public of their rights under the Fair Housing Law and Pennsylvania Human Relations Act; and**
 - (3) Use the fair housing logo on all materials dealing with housing programs such as but not limited to:**
 - a. Public advertisements for vacancy or discussing the program**
 - b. Applications for assistance**
 - c. Contracts**
 - d. Municipal letters dealing with the federal programs**

On a motion made by W. Dempsey, seconded by T. Dempsey to approve change Order #1 in the amount of \$7,016.42 for the 2017 Crack Sealing Project. A ROLL CALL VOTE WAS TAKEN WITH THE FOLLOWING RESULT: BRENNAN-YES, BURKE- YES, T. DEMPSEY-YES, W. DEMPSEY-YES, HOUSEKNECHT-YES, PETROZINO – NO, AND LARISH-YES. The motion was approved.

On a motion made by W. Dempsey, seconded by T. Dempsey, to approve payment in the amount of \$28,241.42 to Midland Asphalt Materials in regard to the Crack Sealing Project. A ROLL CALL VOTE WAS TAKEN WITH THE FOLLOWING RESULT: BRENNAN-YES, BURKE- YES, T. DEMPSEY-YES, W. DEMPSEY-YES, HOUSEKNECHT-YES, PETROZINO – NO, AND LARISH-YES. The motion was approved.

On a motion made by T. Dempsey, seconded by Burke, to authorize the replacement of the Russell Street Pole. A ROLL CALL VOTE WAS TAKEN WITH THE FOLLOWING RESULT: BRENNAN-YES, BURKE- YES, T. DEMPSEY-YES, W. DEMPSEY-YES, HOUSEKNECHT-YES, PETROZINO – YES, AND LARISH-YES. The motion was approved.

On a motion made by W. Dempsey, seconded by Houseknecht to purchase and pay one half of the cost of \$711.00 for the St. Clair Business Park Advance signage with SEDCO; approved.

NEW BUSINESS

On a motion made by W. Dempsey, seconded by Houseknecht, to authorize the filing of an appeal to the zoning hearing board to the permit issued to Mobilite, LLC; approved.

On a motion made by Burke, seconded by W. Dempsey, to approve the Rescue Hook and Ladder Fire Company request to hold its annual block party on August 9, 10 and 11, 2018 along with the other requests made in its letter; approved.

On a motion made by T. Dempsey, seconded by W. Dempsey, to offer conditional employment as a school crossing guard to Sandra Shaner pending her passing a physical examination and the necessary security clearances; approved.

On a motion made by W. Dempsey, seconded by Burke, to approve the repairs to the caboda for a price of \$1,307.76; approved.

Council members reviewed the language and calculations in the Memorandum of Agreement in regard to the police contract. All being in order the memorandum was signed.

On a motion made by W. Dempsey, seconded by Houseknecht, to pay all bills and claims properly approved by borough council; approved.

On a motion made by Houseknecht, seconded by W. Dempsey, to adjourn the meeting at 8:12 pm, council approved the motion.

**Roland Price, Jr.
Borough Secretary**

SPECIAL COUNCIL MEETING

November 16, 2017

A Special Meeting of the St. Clair Borough Council was held on Thursday, November 16, 2017, in Council Chambers, St. Clair Municipal Building, 16 S. Third Street, St. Clair. The meeting began at 7:00 pm.

Answering the roll call were council persons: John Burke, Thomas Dempsey, William Dempsey, John Houseknecht, Michael Petrozino, James Larish and Mayor Richard Tomko. Councilwoman Joann Brennan was absent.

Also present included Borough Secretary Roland Price.

President James Larish announced the purpose of this special meeting is to tentatively adopt the 2018 budget, authorize the borough secretary to advertise the tax ordinance for the year 2018 and to conduct other general business.

Public Comment

No Public Comment

On a motion made by Petrozino, seconded by Houseknecht, to tentatively adopt the 2018 Budget. A ROLL CALL VOTE WAS TAKEN WITH THE FOLLOWING RESULT: BURKE- YES, T. DEMPSEY-YES, W. DEMPSEY-YES, HOUSEKNECHT-YES, PETROZINO – YES, AND LARISH-YES. The motion was approved.

On a motion made by T. Dempsey, seconded by W. Dempsey, to authorize the borough secretary to advertise the Tax Ordinance for the year 2018 setting the Real Estate Tax Rate at 5 mills. A ROLL CALL VOTE WAS TAKEN WITH THE FOLLOWING RESULT: BURKE- YES, T. DEMPSEY-YES, W. DEMPSEY-YES, HOUSEKNECHT-YES, PETROZINO – YES, AND LARISH-YES. The motion was approved.

Council authorized Deputy Superintendent William Umbenhaur to purchase crack sealant in order to finish sealing the remaining streets next year.

There being no other business, a motion made by Houseknecht, seconded by T. Dempsey, the meeting adjourned at 7:03 pm.

Roland Price
Borough Secretary



Alfred Benesch & Company
400 One Norwegian Plaza
Pottsville, PA 17901-3060
www.benesch.com
P 570-622-4055
F 570-622-1232

November 9, 2017

Mr. James Larish
Council President
St. Clair Borough Council
16 S Third Street
St. Clair, PA 17970

**Subject: Consulting Engineer's Report (CER)
Project No. 30839.02**

Dear Mr. Larish:

The following is the status of engineering services performed by our firm as of this date:

30839.02, Task 3 – Miscellaneous Consultations/Correspondence

St Clair Business Park Advance Signing

Based on the truck incident on September 22, 2017, our office reached out again to SEDCO regarding the installation of better advance signing for the St Clair Industrial/Business Park. We also received a price quote from Reidler Decal for the fabrication and supply of two signs and associated posts and hardware – the total cost is \$711.00. SEDCO is willing to pay half the cost. If that is acceptable to the Borough, we will notify SEDCO and the Borough can order the signs.

30839.02, Task 9 – Pavement Crack Sealing

Bids for the crack sealing project were received on September 5, 2017, and at the Council Meeting later that evening, Council awarded the project to Midland Asphalt Materials, Inc for the amount of \$21,225.00. A Pre-Construction Meeting was held on October 2, 2017, and a Notice-to-Proceed was issued effective October 4, 2017. Due to the amount of cracks exceeding the estimated amount, a Change Order was authorized for up to an additional 500 gals of material; the Contractor placed an additional 495.86 gals. The total project cost was \$28,241.42. The first and final application for payment in the amount of \$28,241.42 was recommended by our office and approved by the Borough. No other work is anticipated for this project.

30839.03, Task 1 – Floodplain Assistance

Earlier today, the County hosted a kickoff meeting for the update of the Schuylkill County Hazard Mitigation Plan (HMP). Per Federal regulation, local governments must have an approved HMP in order to be eligible for federal mitigation grant funding. HMPs must be formally updated on a five-year cycle. The County has been awarded a grant to update the current county plan, which is set to expire on January 10, 2019, as a full multi-jurisdictional HMP to include all Schuylkill County municipalities. While the Schuylkill County Planning Department and Emergency Management Agency are currently leading this Plan update effort, the HMP is a collaborative effort between the County and all Schuylkill County municipalities to reduce or eliminate the risk to human life and property from natural or human caused hazards. More information will be provided to the Borough, and more meetings will be held throughout 2018. Our office can assist the Borough with this endeavor to remain compliant and eligible for Federal and State funding.

CONSTRUCTION PROJECTS

30732.20, Task 1 – Third Street Playground – Engineering Survey/Design

We anticipate advertising for bid early 2018 with construction in the spring. This is typically the best time to advertise for construction projects and will provide a fresh project for the start of playground season. We will also assist the Borough Secretary with completing the DCNR paperwork to pre-purchase the playground equipment for installation by the contractor once the project is awarded.

30839.21 – Lawton Street Bridge Replacement

Engineering design for the replacement of the Lawton Street Bridge over Mill Creek is progressing. An updated project schedule is as follows:

- Field Survey – Fall 2017
- Complete preliminary engineering and submit environmental permitting (GP-11) – Winter 2017
- Obtain permitting and complete final design – Late Spring 2018
- Advertise for bids – Summer 2018
- Complete Construction – Late Fall 2018

However, this schedule is aggressive and assumes a fairly quick permit review and issuance. A prolonged permit review might delay the project by several months, pushing the construction to 2019.

Route 61 Signal Upgrades (2016 PennDOT Green Light-Go Grant)

The Borough was awarded the full requested amount of \$229,600 for upgrades to the four traffic signals along Route 61 (Borough's matching portion is \$57,400).

The project must be completed by the following deadlines:

- Completion of Construction **June 30, 2019**
- Submission of Final Invoice to PennDOT **August 30, 2019**
- Agreement Expiration **December 31, 2019**

Although it is our understanding that the Borough did not yet receive a copy of the fully executed contract from PennDOT, our office did prepare an engineering services proposal which identifies the scope of the project along with the scope of professional services that are covered under the grant agreement. If Council finds the proposal acceptable, we request that it be signed and one copy returned to our office once Council wishes us to begin work.

SUBDIVISIONS & LAND DEVELOPMENTS

8773.33 – Woodland Terrace LD

Per the Bank's Engineer's status update from earlier today: they have completed the CCTV videos and flushing of the sewer lines. The conservation district has signed off on the basin construction. They have completed the field survey for utilities and basins as-built. They have not completed preparing the as-built drawings but are proceeding. They have not set a submission date for our review.

30330.33, Task 1 – Aspen Dental Phase 1 LD

30330.33, Task 2 – Aspen Dental Phase 2 LD (bridge)

30567.32, Task 2 – Taco Bell LD

30839.32, Task 1 – Coal Creek Commerce Center LD, Sketch Plan Submission

At the September 19, 2017 St Clair Planning Commission Meeting, representatives of Coal Creek Commerce Center presented to the Planning Commission a Revised Sketch Plan for new commercial/retail structures and associated improvements south of Aspen Dental at the Coal Creek Commerce Center. The Planning

Commission will reconvene on December 4, 2017 to further consider this development and an expected Preliminary Plan Submission.

POTENTIAL FUNDING/GRANT SOURCES

2017 PennDOT Green Light – Go

At the October Council Meeting, Council asked our office to prepare a cost estimate to upgrade the Second & Russel St traffic signal. We did speak with PennDOT District 5-0 regarding this signal and the grant application. Due to the age and substandard conditions of the existing traffic signal, upgrading the signal would not be an option – it would require a complete replacement. The needed improvements would include four mast arms; two signal heads on the far side of each approach; new counts and timing; two phase operation; new controller; new ADA ramps; etc. The total project cost for a complete replacement – including survey, design, utilities, construction, and inspection – would be in the \$400,000-\$440,000 range. The Borough would be responsible for \$80,000-\$88,000 of that. We did provide this information to the Borough for consideration at your Work Session. Although Council elected not to apply for funding for this grant cycle, this information will be helpful for future considerations.

PENDING GRANT APPLICATIONS

2017 DCNR Community Conservation Partnerships Program (C2P2)

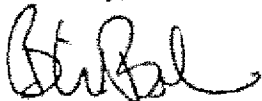
Project Summary	Third Street Playground Play Structure Replacement
Total Project Estimate	\$40,000
<i>Borough Portion</i>	<i>\$10,000</i>
Date Submitted	Apr 12, 2017
Anticipated Award Notification	Late 2017
Application Status	Under Review

ST. CLAIR ACTION ITEMS

1. St Clair Business Park Advance Signing – Council should consider SEDCO's offer to pay half of the total cost of \$711.00 for two signs and associated posts and hardware.
2. 2016 Green Light-Go – We request that Council consider our proposal for engineering services related to the project and, if acceptable, sign and return one copy to our office once Council wishes us to begin work.

Thank you for your time and consideration in this matter. If you have any questions or comments concerning the above, please contact our office.

Sincerely,



Brian W. Baldwin, PE
Project Manager

cc: Atty. Edward M. Brennan, Solicitor

PROCLAMATION

WHEREAS, The Independent Order of Odd Fellows is an organization composed of men, women, and youth who believe in the Supreme Being, and also believe that the concepts of Friendship, Love, and Truth are the basic guidelines that should be followed in the daily lives of people; and,

WHEREAS, The Independent order of Odd Fellows began in the 17th century England deriving its name from the fact that, at that time, it was deemed "odd" to find people organized for the purpose of giving aid to those in need without recognition and pursuing projects for the benefit of all mankind; and,

WHEREAS, Mineral Lodge #285 I.O.O.F. was chartered in what is now the Borough of St Clair on November 22, 1847; and,

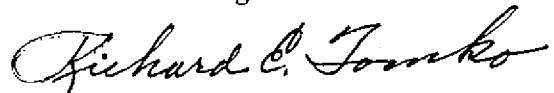
WHEREAS, Mineral Lodge #285 I.O.O.F. is celebrating the 170th year of its existence on November 22, 2017; and,

WHEREAS, Mineral Lodge #285 I.O.O.F. is the oldest continuous organized non church related group in the Borough of St Clair being three years older than the Borough itself and,

WHEREAS, Mineral Lodge #285 I.O.O.F. organized a cemetery association in 1866 to provide a place for the burial of the dead in our community; and,

WHEREAS, The Borough Council, borough officials, and all of the people of St. Clair wish to express their congratulations and best wishes to Mineral Lodge #285 I.O.O.F. on the event of its 170th year of existence,

NOW, Therefore, I, Mayor Richard E. Tomko, on this, the 1st day of November 2017, do proclaim that the month of November 2017 be "Mineral Lodge #285 I.O.O.F Month" in the Borough of St. Clair.



Richard E. Tomko
Mayor

Sanitation - Street Dept. - Mechanic
October - 2017

Sanitation - Picked up garbage for this month. Picked up large items tickets 2875 to 2908. Picked up recyclables also.

Fuel Report:

- #25 - 1999 International - 25 Gallon - Diesel
- #33 - 2008 International - 200 Gallon - Diesel
- #45 - 2015 Mack - 65 Gallon - Diesel

Street Dept. - Checked and cleaned the playgrounds. Helped the sanitation dept. picking up the garbage and recyclables. Picked up the ashes. Cleaned off the inlet tops from debris. Cut some grass where it was high. Hooked up the hose at 308 S. Nicholas St. Checked house and everything seemed good. Locked the back and front doors. Set up for the Halloween Parade placed signs, barricades and cleaned up after the parade. Had to purchase twenty five new barricades and would like to say thanks for that purchase. Cleaned the back garage once the Christmas decorations were taken out. Will set each door with certain items so they will be easily to get out if needed. Worked with the sealing crew on the streets, they used 1995.9 gallons of sealer. We set the No Parking signs and worked with them on traffic control. Would like to say thanks to the police for helping removed vehicles. Started to pick up the leaves on the roadway. Cut up tree that fell on Sherman Street during storm. Placed barricades on Ann Street for the power outage directed by Chief Dempsey. Worked up at the pool

drained the water out of the baby pool as well the main pool. Cleaned the leaves out of both pools. Winterized the water lines on both pools and made sure the entire area is ready for the winter. Fixed two signs that were knocked down. Replaced the two blocks at Russell and S. Second a few times that were pushed by the trucks making the turn.

Fuel Report:

- #2-1981 Inter. Dump - 10 Gallon - Diesel
- #5-1989 JCB Backhoe - 18 Gallon - Diesel
- #10-2003 Ford Pickup - 62 Gallon - Diesel
- #11-2006 Ford Dump - 20 Gallon Diesel

400 Gallon Diesel used this month.

Mechanic - Checked all vehicles for fluids and tire pressure. Helped the sanitation dept. and street dept. on their duties. Started to get the vehicles ready for the winter month. Plows and spreaders checked and started to place on vehicles.

William Umbachaur,
Acting Supt.

Electric Light Department Work log for October 2, 2017

Week ending 10-06-2017

Rudy off Personal Day. Weekly generator check and exercise. Time cards and sheet to Sharon. Monthly report to Roland for Council meeting. Returned calls to several people from notes left on my desk from Friday. Tested meter at 221 south Second Street meter tested accurate. Posted 8 final disconnect notices and booted 1 address vacant and in Township. Responded to PA ONE call for Water Company at 24 Chestnut Street. Met with Resident concerned about usage and a problem he is having with IntelHome site also going to test his meter for accuracy. Working with Ray running cable and power also mounting cameras at Street Department garage and yard. Meter accuracy test done at 423 East Hancock Street meter tested accurate. Posted 8 final disconnect notices. Spoke to several customers on payment arrangements. **Call at 1:52 pm Tuesday power outage 402 west Carroll bad transformer, FROM TIME OF CALL AND NEW TRANSFORMER ENERGIZED POWER RESTORED IN 1 HOUR 15 MINUTES.** Updated energy sales/cost spreadsheet with numbers from Carol's August report. Email sent to Utility Engineers about pole movement bid package. Unloaded bad transformer from pickup truck. Continued running cable and hanging security cameras in Street garage. Spoke to Mr. Wentz about forklift and when we can have it delivered to him. Spoke with shop owner about diagnosing problem with Kubota. Continued working on cameras at street dept. garage. **Called at 9:05 am Thursday pole fell over at 223 south Morris, upon arrival found truck delivering at school caught Service Electric messenger causing that pole to break, pulling another pole over also pulled 4 electric services off homes, and cable attachments off in a 3 block area, on scene until 2:00 pm.** Responded to 2 PA ONE calls for above emergency. Forklift taken to Wentz Automotive, trail motors delivered for free. **Customers around Pearl and Fairview Streets complaining lights in homes flickering, FOUND A BAD LEAD ALSO REPLACED A 15 KVA TRANSFORMER WITH LARGER 25 KVA POWER RESTORED IN 41 MINUTES PROBLEM FIXED.** Line truck brought back from Bashore's new stainless fuel tank installed and fuel system/filters cleaned. **Bob off 4 hours vacation time.**

Week ending 10-13-2017

Rudy off Personal Day. Weekly generator check / exercise. Time cards and sheet to Sharon. Respond to PA ONE call for 830 Sch. Mall Road. Rain throughout day. **Went over delinquent book, disconnected 2 for non-payment.** Placed call to Edmonds about helping us with a more efficient way to process billing/receipt entry. Ran cord from switchyard for power to smoke house for fire prevention day. Unloaded bad transformer from back of line truck. Took down some flags on Second Street start to prep street for Christmas Decorations. Met with Utility Engineers about pole replacement corner of south Second and Russell. **Completed security camera installation at Street Department garage.** Took Electric Bills to Pottsville Post office. Respond to PA ONE call at Apple Alley for Water Company. Placed call to Verizon about them replacing 2 bad poles in town. **Sharon off Thurs. and Fri. vacation days.** Responded to 2 PA ONE calls for work being done at Mobile Station. Replaced 2 Residential meters that kept showing outage alerts. Un-booted 32 north Third Street. **Bob off Fri. vacation day.** Started to tie in temporary plug ends on Second Street for new skyline decorations.

Week ending 10-20-2017

Sharon off Mon. and Tues. vacation days. Weekly generator check and exercise. Time cards and sheet to Carol. Updated energy sales/cost spread sheet with September bill from AMP. Placed order with T&R electric for 5 pole mount transformers for stock, sending 3 bad ones back. Spoke to several customers on payment arrangements. Continued working on making new connections for Christmas skyline decorations. **Check on meter at Phoenix Fire Company no communication since 9/25/17, found communication board knocked off again, repaired and asked Sargent Leskin to tell people living behind hose house to move their basketball hoop.** Repaired streetlight behind Alessi and Dresch homes on Lawton. Respond to PA ONE call at 236 south Third for Ehrlich. To Lowes for supplies for decorations. Met with a shop owner to discuss possible problem with Kubota. Had call stating 3 lights out on Chestnut Street drove out street at 6:24 am all lights were on. Electric Dept. pickup truck for state inspection. **Had to run feeder wire across 9 places on Second Street to feed pole decorations, wire in new skyline decorations not large enough to handle electrical load of pole decorations.** Replaced bulb in street light on Wade Road by Tom's garage. Continued running feeder wire across Second Street. Started to hang new hardware on cables for new skyline decorations to hang from. **Placed call to PPL system operator to verify cause of power blip in town Wednesday at 5:06 pm was on their side.** Verizon here replacing pole on corner of Lawton and Second by Unimart. Call to IT guy Boone Park camera not on monitor, was here said he will come back later. **George off sick day.** Rudy to Lowe's to take updated tax exempt form to them. Went over Delinquent September Billing. Started to install hardware on guy wire to hang new skyline decorations.

Week ending 10-27-2017

Weekly generator check and exercise. Time cards and sheet to Sharon. Completed installing hardware on guy wires to hang skyline decorations. Hung 2 temporary electric services for vendors during Halloween Parade. Spoke to several customers about delinquent accounts. PA system taken to Police station and flood lights checked replaced bulbs for Halloween Parade. Rain throughout morning. Repositioned flags on Second Street so Pole Decorations can be hung. **Roland and I attended meeting in Kutztown on Wednesday concerning pole attachment agreements.** Started to Load and hang Pole Decorations. Posted 48 hour disconnect notices. **I was here to setup Pa system, chairs at Judges stand and turn on/off flood lights also took everything down after the Halloween Parade.** Take down temporary electric services from parade night, brought back PA system and chairs from Police Station. Removed old service cable and meter base for customer at 301 Arnot Street. New 200 amp service hookup at 124 north Morris Street. Turned in time sheet for 1 fire police that worked parade to Carol for payment. Spoke to several customers on payment arrangements. **Bob off Friday vacation day.** Continued loading and hanging pole decorations.

Respectfully Submitted,

Robert Petrozino
Superintendent

Treasurer's Report - General Fund

September 2017

	General Fund	TOTAL
Ordinary Income/Expense		
Income		
Transfers from Electric Light	200,000.00	200,000.00
301.100 · Real Estate Tax, Current	1,469.00	1,469.00
301.400 · Real Estate Tax, Delinquent	1,561.42	1,561.42
305.100 · Occupation Tax, Current	30.03	30.03
305.300 · Occupation Tax, Delinquent	71.61	71.61
310.010 · Per Capita Tax, Current	77.00	77.00
310.030 · Per Capita Tax, Delinquent	192.38	192.38
310.100 · Real Estate Transfer Tax	1,876.21	1,876.21
310.200 · Earned Income Tax	10,172.18	10,172.18
310.300 · Business Privilege Tax	412.30	412.30
310.500 · Local Service Tax	2,915.90	2,915.90
331.000 · Police Fines	437.20	437.20
342.200 · Rental Income - Boro Property	500.00	500.00
355.050 · Gen Mun Pension Sys State Aid	69,749.37	69,749.37
355.070 · Foreign Fire Insurance Premium	12,368.36	12,368.36
362.000 · Police Protection Services	6,000.00	6,000.00
362.410 · Zoning Permits	466.00	466.00
364.300 · Solid Waste Collection Fees	23,633.71	23,633.71
389.000 · Miscellaneous Income	172.79	172.79
Total Income	332,105.46	332,105.46
Expense		
Administration Department	28,014.05	28,014.05
Borough Buildings Department	43,920.58	43,920.58
Fire Department	3,883.60	3,883.60
Health & Sanitation Department	22,815.31	22,815.31
Miscellaneous Department	61,680.78	61,680.78
Planning & Zoning Department	2,939.39	2,939.39
Police Protection Department	39,352.30	39,352.30
Recreation Department	3,513.22	3,513.22
Streets & Bridges Department	23,483.87	23,483.87
Tax Collection Department	1,114.71	1,114.71
66000 · Payroll Tax Expense	3,659.36	3,659.36
Total Expense	234,377.17	234,377.17
Net Ordinary Income	97,728.29	97,728.29
Other Income/Expense		
Other Income		
341.000 · Interest, Dividend Income	913.94	913.94
Total Other Income	913.94	913.94
Other Expense		
Transfers Department		
Transfer to Building Permit Fun	76.00	76.00
Transfer to Sinking Fund	17,200.00	17,200.00
Transfers to Payroll Acct	66,812.41	66,812.41
492.300 · Transfer to Gen Fund Cap Res	3,000.00	3,000.00
Total Transfers Department	87,088.41	87,088.41
Total Other Expense	87,088.41	87,088.41

ENDING BALANCE: \$108,311.57

Borough of St. Clair
Treasurer's Report - Electric Light Fund
 September 2017

	Electric Light Fund	TOTAL
Ordinary Income/Expense		
Income		
Transfers from Electric Light	39,355.40	39,355.40
7372400 · Electric Energy Sales	334,429.96	334,429.96
7380000 · Miscellaneous Receipts	50.00	50.00
7380100 · Service Fees	1,000.00	1,000.00
Total Income	374,835.36	374,835.36
Expense		
Electric Light		
7401120 · Superintendent	5,563.45	5,563.45
7402114 · Treasurer	927.45	927.45
7405300 · Secretary	2,336.05	2,336.05
7409300 · Rental Expense	115.68	115.68
7442141 · Office Manager	4,116.00	4,116.00
7442142 · Administrative Assistant	1,293.15	1,293.15
7442143 · Lineman	9,002.12	9,002.12
7442210 · Office Supplies	781.86	781.86
7442220 · Electrical Materials & Suppl...	44.72	44.72
7442231 · Gasoline & Oil	826.38	826.38
7442260 · Minor Equipment	558.98	558.98
7442321 · Telephone	348.84	348.84
7442361 · AMP - Ohio	201,382.92	201,382.92
7442370 · Maintenance & Repairs	10,592.19	10,592.19
7442374 · Vehicle Maintenance & Rep...	2,675.86	2,675.86
7442600 · Capital Construction	10,341.17	10,341.17
7442740 · Major Equipment	3,420.00	3,420.00
Total Electric Light	254,326.82	254,326.82
66000 · Payroll Tax Expense	1,741.83	1,741.83
Total Expense	256,068.65	256,068.65
Net Ordinary Income	118,766.71	118,766.71
Other Income/Expense		
Other Income		
7341000 · Interest Income	334.78	334.78
Total Other Income	334.78	334.78
Other Expense		
Transfers Department		
Transfer to Electric Light Capl	3,000.00	3,000.00
Transfer to General Fund	200,000.00	200,000.00
Transfer to Sinking Fund	11,500.00	11,500.00
Transfers to Elec Lgt Fund	39,355.40	39,355.40
Transfers to Payroll Acct	24,025.83	24,025.83
Total Transfers Department	277,881.23	277,881.23
Total Other Expense	277,881.23	277,881.23

ENDING BALANCE: \$606,312.10

Tax Collector's Remittance to Taxing Districts
WILLIAM UMBENHAUR - 2017 - SAINT CLAIR BOROUGH
 For 10/01/2017 thru 10/31/2017
SAINT CLAIR BOROUGH Taxing District

		Municipality	Borough Per Capita	Borough Occupation	Other
A. Collections					
1.	Balance Collectable - Beginning of Month	36734.06	2395.00	1005.90	
2A.	Additions: During the Month (*)				
2B.	Deductions: Credits During the Month - (from line 17)				
3.	Total Collectable	36734.06	2395.00	1005.90	
4.	Less: Face Collections for the Month	1388.29	40.00	16.80	
5.	Less: Deletions/Exemptions from the List (*)				
6.	Less: Exonerations (*)				
7.	Less: Liens/Non-Lienable/Installments (*)				
8.	Balance collectable - End of Month	35345.77	2355.00	989.10	
B. Reconciliation of Cash Collected					
9.	Face Amount of Collections - (must agree with line 4+7)	1388.29	40.00	16.80	
10.	Plus: Penalties	138.86	4.00	1.68	
11.	Less: Discounts				
12.	Total Cash Collected per Column	1527.15	44.00	18.48	
13.	Total Cash Collected - (12A + 12B + 12C + 12D)				1589.63

(*) ATTACH ANY SUPPORTING DOCUMENTATION REQUIRED BY YOUR TAXING DISTRICT