

Minutes
Throop Borough Council
Monday, Nov. 27th, 2017
Monthly Work Session/Meeting 6:30 p.m.

The meeting opened with the Pledge of Allegiance.

“God Bless Our Troops and the Coalition”

ROLL CALL:

Members of Council:

John Musewicz - A
James Barnick - P
Richard Kucharski-**President - P**
Charlene Tomasovitch - P
Wayne Williams - P
Vince Tanana - P
Bob Magliocchi, **Vice President - P**
Solicitor - Louis A. Cimini - P
Mayor - Joe Tropiak - P
Assistant Treasurer - Lenore Dolan - P
Secretary - Renee O'Malley - P
Chief Clerk/Treasurer -Robin Galli - P

Announcements:

Work Session/Meetings:

- * An executive session was held this evening at 5:30 pm for personnel matters.
- * An executive session will be held on Monday, 12/4/17 at 6:15 pm for personnel & legal matters and a Budget Work Session following at 6:30 pm.
- * The December monthly work session / meeting will be held on Monday, 12/18/17 at 6:30 pm.

There were no audience comments on tonight's agenda.

1. **Motion by Tanana** **Seconded by Williams**

To accept the monthly zoning reports and the minutes of the October 30th and November 13th, 2017 council meetings.

All in favor

Motion carried

Treasurer and Assistant Treasurer Reports:

2. **Motion by Williams** **Seconded by Tanana**

To accept the treasurers' monthly reports as posted and to pay the monthly bills against the borough as posted and/or printed on the agenda.

Unpaid bills: "Items for Payment"	\$71,994.94
Paid bills:	\$438,964.96
General Fund Revenue Report (includes transfers from GF MMKT TO GF CK)	\$847,342.16
Civic Center Revenue Report	\$15,676.79

All in favor

Motion carried

3. **Motion by Tanana** **Seconded by Williams**

To pay all the employees of Throop Borough.

**All in favor except Tomasovitch
abstained on her husband, Williams
on daughter and Kucharski on
granddaughter**

4. **Motion by Tanana** **Seconded by Williams**

To accept the correspondence as read or posted.

All in favor

Motion carried

5. **Motion by Williams** **Seconded by Tomasovitch**

To accept the Fund Statement, Budgeted Revenue & Expense Statement as of Oct. 31, 2017 as posted and/or printed on the agenda.

Fund Balances:	
General Fund Checking Account - FNCB	\$40,385.57
General Fund Performance Money Market - FNCB	\$1,368,146.60
Civic Center Account-FNCB	\$911.43
General Fund Petty Cash	\$300.00
Payroll Checking Account-FNCB	\$45,240.40
Sunny Day Fund MMKT CK Acct-FNCB	\$3,460,810.34
Sunny Day Fund CD's	\$4,215,407.82
Liquid Fuels Account - FNCB	\$432,807.99
Fund Statement Grand Total:	\$9,564,010.15

All in favor

Motion carried

6. **Motion by Tanana** **Seconded by Tomasovitch**

To adopt Resolution # 12 of 2017, a resolution naming the following as authorized signatures on all certificates of deposit: Richard Kucharski/Council President, Robert Magliocchi/Vice President, Robin Galli/Treasurer, three signatures are required, Lenore Dolan/Assistant Treasurer can sign in the absence of any of the three.

On the question:

Barnick questioned why all of a sudden.

Galli replied that this was the last CD transferred to FNCB. The bank wants a Resolution each time we open a CD.

Kucharski: There was one CD left at Fidelity. Transferred with all our other accounts.

All in favor

Motion carried

7. Motion by Magliocchi

Seconded by Tomasovitch

No over time allowed at the Police Department unless justified by the Police Chief to the Mayor and Council; disciplinary action will be taken within reason.

On the question:

Williams questioned who will he report too?

Magliocchi: Want to add on the report to Mayor and Council?

Barnick: Isn't this standard operating procedure? Why do we have to have a motion?

Magliocchi: There are a lot of standard operating procedures but I'd rather do it this way.
Inaudible.

Magliocchi: It's talked about and gets no where.

Mayor added that he is going to speak to the Chief also.

Kucharski: And again this would be after the fact?

Magliocchi: The way it reads is we can't stop an overtime if a cop never shows up. He has to justify why that police officer got overtime and then what disciplinary action we are taking because of the reason.

Kucharski: Just a suggestion in terms of the motion, unless justified by the police chief to the Mayor and Council.

Magliocchi: However you want to do it. That's fine.

Williams: That's fine because then you hold him responsible.

All in favor

Motion carried

8. Motion by Williams

Seconded by Tanana

No part time employee shall work over 32 hours a week unless justified by department heads to Council. In the case of the Police Department justified by the Chief of Police to the Mayor and Council; disciplinary action will be taken within reason.

On the question:

Barnick: Again isn't this normal, where it doesn't need to have a motion.

Tomasovitch: No because people are getting over 40 hours.

Magliocchi: It's becoming a major issue and this is going to protect our disciplinary action.

That's basically what we are doing right now. Because whatever we say doesn't happen anyway so this is the best way to go about it to cover us on disciplinary actions. There is something for us to fall back on. It's going to end up hurting us in the long run.

Dolan: If their department head justifies it it's ok. If it comes to Council.

Magliocchi: Every now and then if they are over 32 it's ok but when you are consistent all the time that is when you are putting the borough in jeopardy of eventually costing us a lot of money.

Barnick: I understand that but it should've been implemented.

All talking at once.

Magliocchi: The reason we are approaching it this way is we have it here so now whatever disciplinary actions are taken nobody can beat around the bush. Here it is.

Tomasovitch: We have to watch how we put that because certain people will keep letting them work.

Magliocchi: You can't. It's saying right here 32. It's justified. It's not easy to justify that when you have 20 or plus part timers.

Denise Brown, Phillips St.: What would be justified? I think you really need to clarify that.

Magliocchi: I worked 32 hours and this ends my shift. Well Vince never came in so now for that week I got 40 hours part time. So I would suppose by disciplinary actions I cover why I worked 40 and he's being written up because he didn't come to work his shift and I had to stay to get hours I shouldn't have.

Brown: Shouldn't the department head be responsible for that?

Barnick: Yea.

Magliocchi: Well yea but the department head

Brown: Your saying the other person is responsible for not showing up.

Magliocchi: If I don't show up for my shift then yea it is my fault. The chief should be writing me up.

Brown: But then why isn't whoever department head saying you already have 30 some hours we're going to give those hours to somebody who doesn't have as many.

Magliocchi: He can but at that time we

All talking at once.

Magliocchi: I can't call somebody and say you have to come in on the spur of the moment.

Brown: But if you have to stay past 32 hours why can't you have somebody else come in?

Magliocchi: He could but if he can't get anybody we can't make him with such short notice. So if I called you 15 minutes before a shift starts, I need you to come in right now, I can't I'm with my kids at the store, whatever the case is, I can't do anything to you because you can't come in.

Brown: There is no contract that covers this?

Magliocchi: No

Kucharski: Part Timers are not covered by the contract. I don't know if it is in the employee handbook.

Magliocchi: We are basically covering ourselves on disciplinary actions where you can't say well nobody ever showed me that, nobody ever did it. That's the way it works.

Brown: Is it part of the employee hand book?

Kucharski/Magliocchi: I don't know.

Tomasovitch: If you work so many hours you can be considered full time. That's a law. And we have a lot of people working 40 hours. Continuously.

Brown: That's the department heads responsibility.

Kucharski: Right it has to be justified to us then it's up to Council or the Mayor in case of the police to say whether we accept that justification or not. And if not then it can be subject to discipline.

Magliocchi: Then it is on the department head. Right.

All in favor

Motion carried

Kucharski: Char just made a good point, people aren't going to listen to, I don't know.

Barnick: For them to justify all they have to say is I need it.

Magliocchi: Why did you need them?

Barnick: Because they couldn't fill the shift. That's what I'm saying.

Kucharski: well why couldn't you fill the shift?

Magliocchi: Here is the part that I don't think you get, Keith knows, let's use the police department for example, he knows 32 hours

Barnick: it's not a perfect world.

Magliocchi: No I know but what I'm saying is you have 20 part timers. You divide their hours so nobody is over 32 so you have that schedule completed that month so if Vince can't work it that's not my problem. You better find somebody that's not going to be over 32 hours or it's on him.

Tomasovitch: What is going to happen if, what's the disciplinary going to be against the department head?

Magliocchi: It comes on us. If we don't do anything that's why they are getting away with this right now. That's why you just said, isn't it in place what's being done. Nothing because of us.

Tomasovitch: We said before that they weren't supposed to have over 32 hours and there is people getting 32 hours. I stated it since 2 years ago.

Magliocchi: Stated but now it is in motion. I mean that is all I can say. I can't speak on the past. I just know coming in here, I'm only here 2 years, paying employee is out of hand. There is overtime and people getting hours like crazy. It's almost like money wasted. I mean we are paying Thanksgiving double time and a half when we have all these part timers. That's over \$100/hour we're paying somebody when we have 20 part timers available. Mandate them. When you allow it this is what's happening and it's costing the Borough a lot more than people think. And yes you are right what's going to happen? That's on us, what's going to happen. Are you going to enforce it? I'm going to say I am. There is no more trying it has to be. It has to be enforced and that comes back on us.

Kucharski: Well I think as an additional measure, I'd like a memo to go out to the department heads notifying them of these 2 motions that were passed.

Galli: We send the motions out.

Kucharski: Ok.

Magliocchi: And I'd like something signed that they received it.

All talking at once.

Kucharski: It should be progressive discipline. First time it's an oral, second time it is written.

Tomasovitch: Alright, I want to see it.

9. Motion by Magliocchi

Seconded by Tomasovitch

There is to be a police officer present at the Mid Valley Secondary Center and the Mid Valley Elementary Center on a daily basis during the assigned hours. Failure to do so will require justification by the Chief of Police to the Mayor and Borough Council. Failure to justify will result in disciplinary action being taken within reason.

Magliocchi: There's another issue. It's been going on for the last 2 years. We have to put on a motion. Makes me feel great.

Dolan questioned if Olyphant and Dickson are there.

Kucharski: It is our jurisdiction.

Tomasovitch: It is our school, we do the SRO. It's in Throop.

Magliocchi; This is in motion because it has been talked about for the last 2 years. I could actually play a tape recorder over and over on everything that I say about this issue and nobody understands and everyone takes it for granted until something happens.

Barnick: Inaudible.

On the question:

Barnick: What happens if he has to go on a call?

Magliocchi: He shouldn't have to.

Barnick: So there are 2 regular and 1 at the school?

Magliocchi: That's in the policy 2. There is one at each school.

Kucharski: That's not what happens.

Barnick: I understand that. That's why I'm not, because if there is a need for an officer to be out somewhere that's going to bring up a problem.

Tomasovitch: No there are the other towns that can cover.

Magliocchi: First of all it's going to justify why he is not there. The chances of that happening, knock on wood, is slim to none because it is a major event going on where they need all back up. God forbid we'd never need it but the issue is that noone is at that school. It is state funded. It doesn't cost the borough anything and our duty is to have a police officer at that school everyday and we can't do it.

Tomasovitch: Both schools.

Magliocchi: We can't do it.

Tomasovitch: If their job is to be at that school (Some talking at once)

Magliocchi: and the issue is going to be is the first thing the state is going to be down there at that meeting why wasn't there a police officer at the school and god forbid anything happens.

Barnick: The state funds 2 officers, one at each school?

Magliocchi: The state pays for both.

Tanana: The school district gives us money every year.

Magliocchi: And we can't do it. To be honest with you I am fed up with it. I look at we're just
Tanana: Inaudible.

Magliocchi: It's around 45,000 I think. They reimburse us. That comes out of our budget where that shouldn't come out of our budget because we are reimbursed. That's what I was talking about budget issues but I've been saying this over and over again and frankly I am sick and tired of it and to be honest with you I am in this seat to do the right thing and it's like we can't get it done so why am I even in this seat. If nobody is going to do the right thing.

Tomasovitch: Absolutely.

Magliocchi: It's common sense. All these other towns when there is an issue they terminate you. If you can't meet the boroughs needs then we'll get rid of you and find someone that can meet our needs. It's as simple as that.

Barnick: I have no problem with that.

Magliocchi: A motion is being made 2 years later because of the same issue 2 years later.

Kucharski: Should we clarify this and say that a Police Officer

Tomasovitch: For 8 hours or for the hours they are supposed to be there. Because some are leaving and not covering for that day.

Magliocchi: There is a lot more going on than anyone knows. That's all I am going to say.

Barnick: Should we put in there unless justified?

Magliocchi: At both schools.

Kucharski: That's what I was going to say.

Magliocchi: You can put unless justified the only time it would be justified is if god forbid something happened where they would need all police officers and that's there's basically a com center dispatches a whole ratio of people.

Dolan: That's got to be a big emergency though.

Magliocchi: Right. And that's what I am saying. I mean the chances God forbid if it ever did that's a lot different but I am telling you right now you're not going to have any excuse why there is no cop there.

Tomasovitch: Put both schools in there.

Kucharski: Here is what I would recommend, there should be a Police Officer present at the Mid Valley High School and Elementary School during the assigned hours

Tomasovitch: You have to put that in there. It's terrible but

Kucharski: On a daily basis

Magliocchi: Unless the school is closed. I don't know if you need to put that. During school operating hours.

Barnick: Assigned hours.

Kucharski: There is to be a police officer present at the Mid Valley High School and Elementary School on a daily basis during the assigned hours

Tomasovitch: Let's put secondary center

Kucharski: Ok Mid Valley Secondary Center and Elementary Center?

Tomasovitch/Dolan: Yes.

Kucharski: Ok. On a daily basis during the assigned hours. Failing to do so will require justification by the Police Chief to the Mayor and Borough Council.

Magliocchi: I'd like a daily report. I will say this, I am 100% for the police, EMS, fire, everything but I am very proactive at the same time. I can't stand when somebody tells me it is never going to happen here because when it does we're not going to be ready. And I'd rather be prepared and take the action and make a tragedy that could be this big almost none. I can't express that enough. That's all I am going to say about it. It's just very frustrating.

Kucharski: Unless you want to put it in the motion. But I asked for a weekly report 6 or 8 months ago.

Magliocchi: We can do that on a separate motion.

Tomasovitch: Put it on for a separate motion that we want a report.

Magliocchi: We're told what we want to hear. Inaudible. I know a lot more that goes on with the cops in this town than people realize.

Brown: Didn't we hire 2 police officers for the school?

Magliocchi: Yes. Exactly. For that purpose.

Kucharski: And he quit. Because he got a job in Dickson. He didn't show up for one shift and Dickson fired him.

Magliocchi: But there is other police officers. Now we do have some police officers that are RSO's and they are phenomenal and I am not putting that on them but like you said before, management, yes it is management if there is no police officers at the school. That's who I blame, Management. That's all I have to say. It's just

Kucharski: Ok can we get this right again. There is to be a police officer present at the Mid Valley Secondary Center and the Mid Valley Elementary Center on a daily basis during the assigned hours. Failure to do so will require justification by the Chief of Police to the Mayor and Borough Council. Failure to justify will result in disciplinary action being taken within reason.

Magliocchi: the only thing you could add in there is high school is 7-3:30 and elementary is 8-4:30.

Tomasovitch: He said assigned hours.

All talking at once.

Magliocchi: Technically yea but than you could have a guy at the high school coming in at 7:30 and be there until 4:00.

Hegedus: Isn't that interpretive? Assigned hours? Because what if the Department head, the Chief of Police says you're to work 9-5? Isn't that the assigned hours? Shouldn't it coincide with the school operation?

Williams: Well the school actually tells us when they want the resource officer there.

Magliocchi: Ok so we are good with that then?

Williams: Yea. That was strictly

Magliocchi: I know they're basically 7-3:30, 8-4:30 what its supposed to be

Hegedus: I'm sorry for saying it. It's interpretive.

Magliocchi: No I like to cover everything anyway so if we have the chance now is the time.

Kucharski: Ok. Is everybody ok?

All in favor

Motion carried

10. Motion by Magliocchi

Seconded by Tanana

To advertise for part time Civic Center childcare providers & monitors.

On the question:

Kucharski: I think we really have to talk to Mary Ruth and find out exactly what we need and how many and

Magliocchi: Well I'd like to advertise to get the applications. I'm going to go with, based on work performances, we need people that want to work. That's basically all I can say and I think that is plenty reason to put the motion on.

Mayor: You were talking too about the age of the person.

Tomasovitch: You can't be age discriminatory.

Magliocchi: That doesn't matter

Mayor: Seniors and sometimes.

Magliocchi: I didn't say that.

Mayor: Well I'm just saying - Inaudible

Magliocchi: No I mean, That doesn't matter. It just goes by the qualifications of the applicant.

Dolan/Tomasovitch: That's discrimination. Can't do that.

Magliocchi: That's the goal of the motion so everyone knows.

Kucharski: Again, my question again, should we just have a generic advertisement saying

Magliocchi: It's for child care providers and monitors is how it should state.

Kucharski: Are they really providers or are they monitors?

Magliocchi: Well the childcare has to be

Kucharski: Throop Civic center is the provider

Dolan: You have childcare provider that means you have to be 18 and over.

Kucharski: I think it should be childcare monitors age 18 and over.

Magliocchi: ok.
Kucharski: You are ok with that.
Tomasovitch: You better watch that.
Magliocchi: what 18 or over?
Tomasovitch: Some are 16.
Kucharski: There are? Working with Child care?
Galli: A child care provider has to be 18, a monitor can be 16.
Kucharski: But this is specifically a childcare monitor.
Magliocchi: No child care and monitors. You can do child care 18 or over and monitors 16 or older.
Dolan: That's the rule anyway.
Magliocchi: Right. I say just advertise it normal child care and monitors. And then as she gets the applications she can justify
Dolan: We don't have enough over there?
Magliocchi: We have plenty. We just don't have anybody that wants to work.
Kucharski: Well this is we are just going to throw it out there and see what we get.

All in favor

Motion carried

11. Motion by Tanana

Seconded by Tomasovitch

To schedule a meeting with the Fire Chief and board members of all Volunteer Hose Companies.

Magliocchi: Well wait do we have to send a letter to them?
Hegedus: I would send a letter to each company.
Magliocchi: Send a letter to each company to notify them that we are looking for a meeting in January. I think that would
Kucharski: So we are saying right now to send a letter to the fire chief and board members of all volunteer hose companies.
Hegedus: Send it to the recording secretary of each company.
Tomasovitch: Stating that the board members should be here.
Magliocchi: Fire chief and board members
Kucharski: Again, To send a letter to schedule a meeting with the Fire Chief and board members of all Volunteer Hose Companies. The letter is to be sent to the recording secretary of each Fire Company requesting a meeting in January. Do we want to send questions out at that time or
Magliocchi: no I think when they come we can ask the questions
Tomasovitch: no
Kucharski: They need the questions in advance I think.
Tanana: Just agenda topics.
Kucharski: Once we schedule the meeting we should
Hegedus: You should say what the meeting is for. You should say in the letter what the meeting is for. You should say for operational procedures or whatever and then general purposes just like you would do for a council meeting. Because they are going to get the letter and they are going to say well what does this mean, what do they want to talk about.

Tomasovitch: It's mandatory too.

Tanana: I would say operational

Tomasovitch: And general purposes but it is mandatory

Magliocchi: Mandatory by all companies to attend.

Kucharski: Attendance is mandatory.

Magliocchi: Because if they don't attend then we don't take any of their opinions.

Kucharski: Ok, so again, To send a letter to the Fire Chief and board members of all Volunteer Hose Companies. Schedule a meeting to discuss operational procedures and general purposes in January of 2018.

Magliocchi: And this is a mandatory meeting.

Tomasovitch: This is a mandatory meeting.

Kucharski: The letter will be sent to the recording secretary of all fire companies and it will be noted that attendance is mandatory.

Tanana: Should we pick a date in January?

Hegedus: Don't forget everybody's meetings are on the second Sundays so that letter will be read at that meeting. The second Sunday so it will have to be the week or 2 after.

Barnick: You don't have one coming up in December?

Hegedus: Yes. We have a meeting in December coming up.

Magliocchi: The sooner the better. Good call.

Hegedus: If you get it out this week.

Kucharski asked that it go out as quickly as possible.

Spoke of who would sign it.

On the question:

Williams: We need a date.

Magliocchi: I probably wouldn't do that before an actual meeting. I would do a separate meeting with that personally. That can be short or long.

Kucharski: Absolutely.

Tanana: So any time after the 8th.

Kucharski asked Hegedus if there is good attendance at December meetings.

Hegedus: Yes. It is elections.

Kucharski: That's perfect then.

Tomasovitch: Why don't you have it on the third Monday or something.

Hegedus: The third Monday is the 15th of January. That's the day after everybody's monthly meeting.

Tomasovitch: It will give them time to talk about it.

Kucharski: that's Martin Luther King day. Are you closed on Martin Luther King day?

Galli: No.

Hegedus: January 15th is good a date as any. Plenty of notice.

Magliocchi: What time?

Kucharski: 6?

Magliocchi: That's fine. It's a public meeting?

Galli: It has to be advertised.

Kucharski: Should we put that agenda items will be sent in advance of the meeting?

Tomasovitch: No

Kucharski: We want to send them stuff up front. Don't we?

Hegedus: Yea if you want to. I don't know what these guys have in mind.

Tomasovitch: Put general purposes

Kucharski: Ok as long as we have something to handout as you said Andy last time there was a meeting.

Hegedus: Let's ask this right now real quick, what is the real topic? What is the conversation going to be about?

Kucharski: Operational issues. The fact that we have 3 companies and 2 of them don't have any and you know we want to discuss the potential of consolidation.

Hegedus: Ok. I'm good. That's where we are going to start.

Magliocchi: So I mean I don't know if you want it in that letter because that's going to be the biggest topic?

Kucharski: No.

Hegedus: No you should say operational purposes.

All in favor

Motion carried

12. Motion by Magliocchi

Seconded by Tomasovitch

Effective Jan. 1st 2018, Council will review the part time employee list and will rehire based on evaluations and input from Department Heads. Due by the end of January.

Tomasovitch asked if that was for the police department.

Magliocchi/Galli: It's for all part time in the Borough.

Tomasovitch: Ok. We can do that. We did that years ago.

Kucharski: What are we going to review it from? What are we going to look at?

Magliocchi: Well we are going to call the department heads and their work performance. I mean you have some that don't even work, why are they enrolled in our payroll.

Williams: There is a minimum amount of hours that you need to work in the police department.

Magliocchi: We pay all this stuff for people that don't work.

Tomasovitch: Uniform allowances

Magliocchi: Training's everything.

Kucharski: So do we want to add anything to this? Certainly it would be based on input from the department heads.

Tomasovitch: Inaudible

Magliocchi: They are somewhere that Robin is going to get that and she'll send that to department heads and then request to have them in by a certain time. Basically like an evaluation paper. It's for part time only right now. Everyone else is in contract. We would do evaluations on department heads ourselves.

All in favor

Motion carried

Magliocchi: Wants to look into a different system for the time clock. This company we have

Galli: It hasn't been working all weekend.

Magliocchi: It hasn't been working since I got on. The last 2 years. I would like to look into a different company get some prices. Look at key fobs from a different company. The ones we

have now are not working. You can talk to any Borough employee I guarantee you 2-3 days out of the week they cannot punch in.

Galli: Since we did the upgrade it has been acting up.

Magliocchi: We are paying money for it

Kucharski questioned if we need a motion to that effect.

Galli: I'll just look into it and get prices.

Tomasovitch: Aren't we supposed to talk about the civic center

Magliocchi: Yes. Mary Ruth's not here but we are going to have to go some alternative security routes we had an issue at the civic center and need to do updates on the security system at the civic center. Any kid can access out of the building at any time. We have child care providers over there even though you're running a daycare program they sneak out the door and you don't know. Most facilities have mag locks on them and there are different ones I am very familiar with they have a keypad to get out or someone releases the door to get in or out. Right now when you approach the door there is a motion so it doesn't matter who you are what you are you come to that door the door releases and you could run. This is a busy street here. Thank God it didn't happen on this street or whatever but something bad can happen on this street so we need to take different safety measures in place and have Mary Ruth maybe look at 2 different systems. I know Wayne you talked about you like the key fobs or you could just do the door codes. So I could help Mary Ruth with that if you want me too.

Kucharski: Yes, we don't need a motion for that. Look at the upgrades and see what is available.

A discussion took place about a bi-weekly/weekly report.

Magliocchi: You want it weekly or every 2 weeks before the meeting? I don't know how you want to do it.

Kucharski: Maybe every 2 weeks for meeting.

Magliocchi: I'll come up and review them every week. I don't really care. But that's up to you.

Kucharski: I think it should be bi-weekly and it should be in our packet.

Tomasovitch: Weekly. This way we are seeing them every week.

Tanana: So there will be 2 in the packet.

Kucharski: It would be similar to the employee time sheets.

Galli questioned what they are looking for on the report.

Kucharski: That there is somebody there everyday during the assigned hours.

Magliocchi: That they are there during the day, that there is no overtime.

Galli: Bob what about that sheet I get from the - hours.

Magliocchi: Normally me looking at that sheet I usually can tell if there is an issue but I would rather it from him instead of me digging to find our issues which when I dig I know I find them. It doesn't matter - you don't have to dig much either. I can go in with a plastic shovel. But it needs to stop and whether we do it every week or not I am up here every week it really doesn't matter I have no issues looking at them.

Tomasovitch: I want them weekly.

Magliocchi: weekly reports due by all department heads on

Kucharski: All heads or just at the school?

Magliocchi: Well I mean we want to make sure that there is nobody over 32 hours, that there is no overtime so it depends on how

Kucharski: I mean we get that on the time sheets.

Magliocchi: Right that's true too so we can look at that. I know on the time sheets it will say where this one worked, that this one worked at the school but it doesn't specify that police officer or however may not work at the school everyday so then you have to pick ok so he was there

Monday now I have to find someone that was there Tuesday so yea we can do that,
Dolan: You just want one for the school?

Magliocchi: Yeah let's just do it that way. The other stuff I can find on my own.

There were no audience comments on this motion.

13. Motion by Magliocchi

Seconded by Williams

To require the Police Chief to provide a weekly report to the Mayor and Council on the attendance of the SRO's at the Mid Valley Elementary and Secondary Centers.

All in favor

Motion carried

14. Motion by Tanana

Seconded by Williams

To authorize payment to DeHey McAndrew for the balance owed for the Employee Handbook in the amount of \$2850.00.

All in favor

Motion carried

Official Comments:

Magliocchi read aloud a text that he received. I don't really know that status so if anyone else does. It says to ask Robbie about the driveway adjustments on Dudley St. Also ask him why he is not getting tough on the contractor to complete his items timely as they went past the completion date and should be charged liquidated damages. October 9th is when he told me it would be done and it is now almost 2 months and it's still not done.

Kucharski: That's why we didn't pay them.

Magliocchi: Now the problem is blacktop, I don't know where the project stands

Kucharski: Something with the driveways. The driveways weren't right and there was some other, Robbie had a punch list of some other things. We held that check right?

Galli: Yes we still didn't pay them.

Kucharski: Right so we didn't pay them anything.

Magliocchi: My question is that I just want to make sure that the easements on that street were covered by what he said we were going to be covered by because technically if they don't do it then we'll keep the money and we're still ahead. I'm not going to be happy there either because from what I understand I was told it should cover everything. They may never fix it. It may be cheaper for them to leave it the way it is than to fix it.

Kucharski: Well there was like 32,000 or 28,000

Magliocchi: And I don't know how the repairs

Kucharski: But again it is moot because we haven't paid anything so

Galli: Right. He told me to hold it.

Kucharski: Want to forward that text to Robbie and ask him what's the status.

Magliocchi: Yes I can.

Audience Comments:

Hegedus: Rich, regarding the wage tax. How does that work with Berkheimer? Are they under a contract? I'm curious in looking at the budget and past budgets what impact the wage tax has had on the reduction of revenue primarily since Harper Collins left. There was upwards of 700 employees there and now you have Gertrude hawk who is selling their facility and there's 3 shifts constantly going and I know because I am there 10 times a month. There are a lot of employees. How do we audit the wage tax?

Dolan: I can answer that question for you. When you get Berkheimer's report, there is a code, and if that code says Throop, Throop gets the money, if it says Olyphant than Olyphant gets the money so you would have to review their books.

Hegedus: Who's auditing that? How do we know?

Dolan: We wouldn't audit it. We wouldn't have the right to audit it. It would have to be someone that put in - like if you had a problem with it. Are they open or closed.

Hegedus: I understand how Berkheimer works, I'm asking the question how do we know we are getting what we are supposed to be getting. The flex buildings across the street from UPS we were there and the employees in that building told me they pay their wage tax to Dunmore.

Dolan: Ok, you can request a sheet from Berkheimer.

Hegedus: I'm not requesting it. I'm asking Council because we want to make sure that all these businesses are paying to Throop.

Kucharski & Dolan speaking at once.

Magliocchi: But technically it is the same zip code which could become an error.

Dolan: But it doesn't go by zip code. It goes by a PSD code. And Throop has their own. Because she'll get money from Berkheimer.

Magliocchi: Let's say because his zip code is the same as Dunmore that he thinks he is in Dunmore and he got that code from Dunmore.

Dolan: That's not how it works. It works like when your employee puts your address in when your address goes in to Berkheimer it goes by the town. You're talking about a postal code though. That's not how this works. Berkheimer doesn't work by a postal code.

Magliocchi & Dolan speaking at once.

Magliocchi: How does Berkheimer know that building is in Dunmore or Throop?

Dolan: Now you are saying a building I am talking about people. He's talking about people.

Hegedus: We don't even know what businesses are in Throop let's put it that way.

Magliocchi: I know it goes by the person but if I work say at Gertrude Hawks I should pay a Throop tax correct?

Hegedus/Dolan: Correct.

Kucharski: If you live in Throop you pay the Throop tax. If you live in Dunmore you pay it to Dunmore. If you live in Roaring Brook Township and they have no wage tax than you pay Throop.

Dolan: Right.

Kucharski: But I'll tell ya there was a big controversy because I know I worked at the state office building in Scranton and all the money was going to the Scranton single tax office and for years they weren't remitting it to the towns.

Hegedus: It's another revenue thing that I was looking at. Always looking for revenue and can

you really

Kucharski: It's something we are going to have to look into. I don't really know the answer. I mean I know what Lenore is saying.

The meeting was adjourned.

Meeting Minutes by Renee O'Malley
Borough Secretary