

Incorporated February 12, 1853



Borough of New Bethlehem

210 Lafayette Street

New Bethlehem, PA 16242

Phone (814) 275-2003 Fax (814) 275-4269

Visitors: Pursuant to Section 710.1 of the Sunshine Act (65 Pa. C.S. Sec. 710.1), Borough residents and taxpayers shall be permitted to participate in the public comment period to address matters of concern, official action or deliberation which are or may be before the Borough Council. Public comment by other visitors may be permitted at the discretion of Borough Council. Unless specifically listed on the agenda, Borough residents, Borough taxpayers and visitors are asked to keep their comments to no more than 5 minutes at the beginning of the meeting. Public participation may also be permitted at the end of the meeting, but there shall be no public comment during the course of the meeting so that Council can complete its agenda. Borough residents, taxpayers and other visitors that wish to appear on the agenda may submit a request with any pertinent information by the Thursday before the 3rd Tuesday meeting so that it can be included on the agenda and in the Council's meeting packet which is distributed on Friday. By law, Council cannot take action on items not on the agenda or to do list which is part of the agenda.)

Agenda - Regular Meeting (7:00 pm)

January 18, 2022

Visitors

- **Mike Moore** – Council intends to discuss and may take action on the **Water runoff from rear of Wood Street property down driveway causing problems.**
- Council intends to discuss and may take action on **trash collection in South Bethlehem Borough.**

Minutes

- Council intends to take action on approving the **December 21, 2021 & January 3, 2022 meeting minutes.**

Reports

- **Building Code Violations**
- **Police Report**
- **RVMA/ Fire Company/Engineer's Report**
- **Mayor**
 - Council intends to discuss and may take action on obtaining signature on the **Articles of Agreement.**
 - Council intends to discuss/review all of the reports and vote to approve the reports as presented.

New Bethlehem Fire Company Signage

- Council intends to discuss and may take action on a **digital sign installation.**

Council Vacancy/Resolution 2022-1

- Council intends to discuss and may take action to fill the **two-year vacancy on council.**

Vacancy Board

- Council intends to discuss and may take action to appoint a **Vacancy Board chairperson.**

Assistant EMC

- Council intends to discuss and may take action to appoint an **Assistant EMC.**

Zoning Officer

- Council intends to discuss and may take action to appoint a **new Zoning Officer.**

Committees

- **Street, Building & Equipment Committee**
 - Council intends to discuss and may take action on **permit parking in the municipal lot.**
- **Solid Waste Committee**

- Cemetery Committee
- Police & Safety Committee
 - Council intends to discuss and take action on police agreement municipal charges/fees.
 - Council may discuss and take action on any matters relating to the police department regionalization.
- Finance & Personnel Committee
- Long Range Planning
- Communications Committee

Other Business

- Council intends to discuss and take action on traffic speed control and other traffic related issues on Penn Street.
- Council intends to discuss and may take action on the rules and procedures for remote meeting attendance.
- Council intends to discuss and take action on establishing official borough email addresses for council officials.
- Council intends to discuss and may take action on establishing a policy of setting regular monthly meetings from 7:00PM – 8:30PM. There must be a motion, second, and vote of approval to extend any regular monthly meeting beyond 8:30PM.
- Council intends to discuss and may take action on assuring all current council members are NIMS compliant.

Bills

Visitors' comments

Executive Session for personnel, legal or contract matters:

(Adjournment)

To Do List – From December 21, 2021 Meeting

- | | |
|--------------------------------|--|
| Council: | <p>Look into who will receive pictures from camera at cemetery.</p> <p>Reminder of January 3rd Reorganization meeting.</p> <p>Lisa – Contact Assistant EMC Terry Beamer to see if he accepts the appointment as the borough's EMC. Also, check with other people interested in serving as Assistant EMC if Beamer accepts the position.</p> |
| Mayor: | <p>Obtain signatures from all boroughs for the Police Articles of Agreement and return signed copies to each borough for filing at the courthouse as part of the ordinance.</p> <p>Write thank you letters to Ed Goth and Sandy Mateer.</p> |
| Communications Committee: | |
| Cemetery Committee: | |
| Solid Waste Committee: | |
| Personnel & Finance Committee: | |
| Long Range Planning: | <p>Draft a smoking ordinance and researching regulations for implementation and enforcement.</p> |

Incorporate Resolution 2021-11 into the employee manual. "Absences due to COVID 19 or other contagious diseases or illnesses."

Write another letter to the school district superintendent regarding the ongoing traffic issues. (Completed)

Police/Safety Committee:

Have the solicitor review and approve the Criminal History Record Information Act and following approval incorporate it into the police standard operating procedures.

St/Equip./Bldg. Committee:

Paint Pickle Ball lines on the basketball court and purchase a retractable net with the cost not to exceed \$500. (Tabled until spring.)

Blight Committee:

Mark/designate permit parking spaces in municipal lot.

Secretary:

Review the contents of the borough's safety deposit box. Mateer, Sheffer, Barrett, McGarrity. (Completed)

Update the cemetery fees in accordance with Resolution 2021-12. (Completed)

Update the 2022 Budgets in Quickbooks. (Completed)

File Ordinances at the court house law library. Provide copies to Mateer for forwarding to Code Company for recodification. (Need signed police articles of agreement.)

Include retention bonuses & Chief's vacation pay into the final 2021 payroll. (Completed)

Advertise reorganization meeting for January 3, 2022 at 7:00PM in the Alltel Building. (Completed)

Notify Gannett Fleming and Andrew Menchyk of their reappointments. (Completed)

Notify Diversified Technology that the borough is canceling their contract for the billing program. (Completed)

Fund the 2021 Budgeted Reserves and then transfer any remaining 2021 General Fund surplus into the Reserve Account under Unallocated Funds. (Completed)

Notify the county of the borough's intention to adopt the County's EOP next year through resolution. (Completed)

Establish a new borough account for the American Rescue Funds. Also, transfer the 2021 ARF from the reserve account into the new ARF account.

Notify the RVMA of Larry Adams reappointment to the RVMA board. (Completed)

Advertise yearly meeting notice for 2022. (Completed)