

MINUTES  
BROOKHAVEN BOROUGH COUNCIL WORKSHOP  
MONDAY, APRIL 23, 2012  
7:00 PM

At 7:00 PM Council President, Dan McCray, called the meeting to order. The meeting was held in the Brookhaven Municipal Center's Council Room.

The record shows everyone on Council except Ms. Leslie who is ill, Mayor Hess; Solicitor, Michael Maddren; Engineer, Charles J. Catania, Jr., and Mrs. McKinley all on time and seated at the Council Table.

PRESENTATION TO COUNCIL - Leighton Forbes and Mary Dunbar – ImageNet – docStar

Mr. Forbes thanked Council for the opportunity to make their presentation. He said they work with many municipalities in the area. They have been in business for 22 years. They gave everyone at the Council Table a packet of information on their service as well as presenting a short power-point presentation. Mr. Wilwert asked several questions. Where the data is stored? Ms. Dunbar said on hardware here at the Municipal Center. How is it archived? How do we deal with a disaster failure? Ms. Dunbar said there are two mirror hard drives. One is here and one is off site. Is that part of the system? Yes, that is included. Is support included? Yes, it comes through Malvern which is open Monday through Friday. Is training included? Yes, that is in the fee. What about templates? Ms. Dunbar said the Borough can do their own or they can do it for us. Mr. Linowski asked about banking. Mr. Forbes said they do electronic transfers. Through an internet connection? Yes. Mayor Hess asked how much scanning is included in the monthly fee? 1,000 scans. Mayor Hess said, for example, if we have 10,000 scans, how much extra would that cost? \$300 a month for however long it takes to get all 10,000 scans done. Where is the usual starting point? Land development. Mike Ruggieri from East Garrison Road asked where their 9.1.1. systems are located. Mr. Forbes said Upper New York State and Wichita, Kansas. Is the contract cancellable? Mr. Forbes said it is during the first two years.

PUBLIC DISCUSSION – None

SOLICITOR'S REPORT – Mr. Maddren

Mr. Maddren said he will be recommending a motion at the May 7 Council Meeting to adopt the 2011 Codification Ordinance.

Mr. Maddren requested an Executive Session of Council immediately following the meeting to discuss possible litigation.

FINANCE COMMITTEE, CO-CHAIR VACANCY REVIEW COMMITTEE, POLICE COMMITTEE AND CIVIL SERVICE LIAISON – Mr. Linowski had no report this evening

MAYOR'S REPORT – Mayor Hess had no report.

COUNCIL REPORTS

CHAIR ZONING HEARING BOARD, CHAIR COMPREHENSIVE PLANS, CHAIR HOLIDAY PARADE COMMITTEE, CHAIR LONG RANGE DEVELOPMENT, MEMBER POLICE COMMITTEE AND MEMBER FIRE COMMITTEE – Mrs. Truesdale

Minutes April 23, 2012 Brookhaven Borough Workshop

There will be a Zoning Hearing to hear the request for a variance from the rear yard set back at 3440 Washington Avenue. The Hearing will be on Monday, May 14 at 7:30 PM.

Mrs. Truesdale said that she has heard that the Youth Dance sponsored by the Parade Committee was a success. There were about 75 children in attendance. She thanked Town Watch and the Parade Committee for the wonderful job they did.

The Fire Committee will be meeting on May 10. The Fire Company is looking into the possibility of adopting an Ordinance to recoup money via homeowners' policies. Other municipalities have been able to do this. Mr. Maddren is working on this.

CHAIR PUBLIC WORKS, CHAIR BUILDING COMMITTEE, MEMBER FIRE COMMITTEE, DEPUTY EMERGENCY MANAGEMENT AND MEMBER LONG RANGE DEVELOPMENT – Mr. Wilwert

Mr. Wilwert said the Public Works Employees have been sprucing up the parks in the Borough and have also repainted the signs the Duttons Mill Road Island and Cambridge Estates Island. They are filling in potholes. If there is one they missed or a new one develops, please call the Borough Office to report it. The swale behind Garzia Park has been cleaned out and the 4<sup>th</sup> and 5<sup>th</sup> grade students, faculty and maintenance supervisor from The Christian Academy did a community service project by cleaning up Eaton Park. They did a wonderful job and a thank you note has been sent. No Left Turn signs were erected near Cocco's Pizza and Burger King. Three Holly Trees have been planted on the Walking/Bicycle Trail behind the Municipal Center.

Town Watch Members helped with the Youth Dance. There were a lot of chaperones too. The children who came were all dressed nicely. There will be another Youth Dance on June 10.

Mr. Wilwert said if anyone has announcements for Channel 10 or the electronic sign please get them to him well in advance of the event.

CHAIR VETERANS GROUPS, CHAIR EMERGENCY MANAGEMENT ADMINISTRATION, CHAIR RECYCLING, CHAIR FIRE COMMITTEE AND MEMBER POLICE COMMITTEE – Ms. Leslie was absent because of illness.

BUSINESS AND REVITALIZATION COORDINATOR, CHAIR ORDINANCE COMMITTEE, MEMBER CONDO ASSOCIATION, SCHOOL BOARD LIAISON AND LIAISON CLOCK COMMITTEE – Mrs. Fooks

Mrs. Fooks said the Ordinance Committee will meet on April 18. One of their projects is to update the existing Swimming Pool Ordinance, especially in the area of the proper way to drain pools.

CHAIR HEALTH INSPECTOR, CHAIR PLANNING COMMISSION, CHAIR ARBOR/SHADE TREE COMMITTEE, CHAIR TRAFFIC CALMING AND SCHOOL BOARD LIAISON – Mrs. Erickson

Mrs. Erickson said that on Friday, April 27, there will be a vaccination Clinic for first responders.

Regarding the property at 4945 Chester Creek Road, windows in the back of the house are broken. Mr. Wilwert said Gary Thompson has been to the property. We have to take the fence down to get to the back

## Minutes April 23, 2012 Brookhaven Borough Workshop

yard. Gary will take care of this. We will try to cut the grass on Wednesday. Will also try to clean up the debris at the property. Mr. Linowski said there is broken glass, garbage and "all kinds of stuff all over". He said the people on Creek Road appreciate everything that has been done so far. Mrs. Fooks asked if the property will be liened. Mrs. Erickson and Mr. Wilwert said it will. Mrs. Warfield will work with Mr. Maddren to get this done.

The Arbor/Shade Tree/Butterfly Garden Committee will meet on April 26. Mrs. Erickson asked how they get the mulch for the garden. Mr. Wilwert said she should ask Gary Thompson to pick it up for them.

The Planning Commission Meeting for April has been cancelled because there is nothing on their agenda.

The house on the corner of Edwards and Mount Vernon had broken windows in the back. They have been boarded up. Mr. Wilwert said if it is an easy board-up job, our Maintenance Department can take care of it but it is complicated, we'll have to bring someone else in to take care of it.

### ENGINEER'S REPORT – Mr. Catania

Mr. Catania began his report by asking if the Borough wants to go to LED lights in view of the fact that the contract was awarded for \$5,400 and there was an error in the quote which now brings the price up to \$8,400. If Council so desires, he will recommend a motion to re-award the contract at the May 7 Council Meeting or do we want to go with what we now have in the gym. The advantage of the LED lights is that we do not have to change the lights as often. LED lights are also cheaper to run.

The replacement of the 5 units in the Municipal Center will begin tomorrow (April 24) and all work should be completed on or before May 7.

There was a drainage problem in the back yard of 316 East Brookhaven Road. That has been checked out by Mr. Catania and the Borough Maintenance Department.

A. F. Damon and Company will begin the 2012 Street Resurfacing Program will begin on May 7. Mrs. Fooks asked if residents affected by the resurfacing will get notified. Mr. Catania said that A. F. Damon and Company will distribute letters to those involved.

### INSPECTORS' REPORTS

The only inspector who had a report or questions was Health Inspector, Mrs. Warfield. She said that there are five businesses who have not paid their dumpster bills and 3 companies who have not paid their dumpster and health license bills. What can she do to get the money? Mr. Maddren said he will send them a letter.

Mrs. Warfield asked Council about homes that have been lost for foreclosure, who is ultimately responsible? Mr. Maddren said typically what one does if there has been a foreclosure or a Sheriff Sale; one goes to the bank who has the mortgage. If not, the Borough liens it and hopes the liens get paid. Mrs. Warfield asked "What if citations are not paid". Mr. Maddren said "cite them anyhow". Mr. Linowski said civil judgments are against the property owner and the citation amount becomes part of the lien.

Mrs. Warfield asked if there was any news about the sale of Plaza 352. She said the grass cutter has been called off and now he's back on again. No one has heard anything about it. Mrs. McKinley has made a

Minutes April 23, 2012 Brookhaven Borough Workshop

few phone calls to the people who made the presentation to Council but no one could give her an update on the status of the possible sale.

PUBLIC DISCUSSION – None

Mr. McCray said that the next Council Meeting is in two weeks-Monday, May 7 at 7:00 PM. He said Council will be meeting in Executive Session immediately following this meeting to discuss personnel and/or litigation matters.

Respectfully Submitted,

Mary Ellen McKinley  
Borough Secretary