

**Kane Borough Council Meeting
December 11,2024**

Call to Order

The regular monthly meeting of the Kane Borough Council was called to order at 6:30pm by Vice President Jack Zelina presiding in the absence of President Tom Kase. The meeting was held at the Borough Office, 112 Bayard St., Kane, PA 16735. Members were notified of the meeting on December 9, 2024.

Invocation

Pastor Calvin Cook led the council and guests in prayer, followed by the Pledge of Allegiance.

Roll Call

Present: Jack Zelina (Acting President), Sam Cummings, Jerry Milliron, Debra Miller, Kelle Bari, Don Payne (Secretary), Tony Alfieri (Solicitor), Brandy Schimp (Mayor), Heath Boyer (Police Chief), Mick O'Rourke (Street Department Manager).

Telecommunications: None present

Excused: Melanie Clabaugh, Tom Kase

Absent: Matt Bressler (Fire Chief), Joe Geer (Code Compliance)

Visitors

Pastor Calvin Cook, Steve Dyne, Nikki O'Rourke

Statement of Citizens on Agenda Items

None

Approval of Minutes

A motion was made by Kelle Bari, second by Debra Miller to approve the minutes of the November 11, 2024, Regular Council meeting. No further discussion. Ayes from all. Motion carried.

A motion was made by Debra Miller, second by Jerry Milliron to approve the minutes of the November 25, 2024, Special Council meeting. No further discussion. Ayes from all. Motion carried.

Unfinished Business

- A. A motion was made by Kelle Bari, second by Sam Cummings to approve and accept the second reading and vote of Ordinance #A-1081 – Fixing the Tax Rate for the year 2025. No further discussion. Ayes from all. Motion carried.
- B. A motion was made by Jerry Milliron, second by Debra Miller to accept the second reading and vote of Ordinance #A-1082 – The alternative dispute resolution changes for grass and snow. Kelle Bari requested an explanation of the change. The response was that this change would align with the growing season for grass and the plowing season for snow. No further discussion. Ayes from all. Motion carried.

Correspondence

None

Monthly Reports

Budget: A motion was made by Debra Miller, second by Sam Cummings to approve the Budget Report, as presented. No further discussion. Ayes from all. Motion carried.

Tax Collector: A motion was made by Sam Cummings, second by Kelle Bari to approve the Tax Collector report, as presented. Per Don Payne, some duplicates are carried over to the next year. It is usually down to about \$75k by year-end. No further discussion. Ayes from all. Motion carried.

Bills for Payment

Check detail in the amount of \$75,815.76 was presented to Council for approval. A motion was made by Jerry Milliron, second by Sam Cummings to approve the Bills for Payment, as presented. No further discussion. Ayes from all. Motion carried.

Department Reports

Office: Report Submitted. Report items discussed:

- A. Item #14 – Santelli Field. Jack Zelina asked about the intentions of the KASD utilization of the field. Per Don Payne. There is no current commitment by KASD. Don met with them, and they will be using other fields for the first four games up to May 1st. Don will meet with the landscaper on April 1st to review the status of the outfield grass. They will determine when we can play on it. KASD will need to abide by this starting date.
- B. Item #8 – Civi-Docs demo will be on hold until we hire a new Office Manager.
- C. Item #6 – Cameras in the Park. We are waiting for a formal quote.
- D. In addition, Don reported that we need to re-appoint Laura as our Treasurer for the Tax Claim Bureau. They sent us a form in which they note that we should complete this at our Annual Reorganization Meeting. Her term will expire December 31st of this year. The new term will be from January 1, 2025, to February 1, 2026. Don noted that at the January 2026 reorganization meeting we will appoint everyone which will allow us to appoint her prior to the February 2026 date.
 - a. A motion was made by Kelle Bari, second by Jerry Milliron to appoint Laura McDonald as our Treasurer for Tax Claims purposes. No further discussion. Ayes from all. Motion carried.
 - b. The authorization was signed by Don Payne and Jack Zelina (Vice President).
- E. On the back of the Office Report there is an email to Tom Kase from RAISE (Rebuilding America Infrastructure with Sustainability and Equity) with information regarding grant money for projects along the Erie to Pittsburgh Trail and along the PA Wilds Loop Trail system. This could cover design and engineering costs for the Kane Trestle.

Code Compliance: Report Submitted. Joe is unavailable and Don will take his place in the meantime.

Solicitor: Report Submitted.

- A. Tony is working on item #66.
- B. On Item #58, Deed for 8 Beech St., he is working with the estate of Virginia Wiedow and then will work on the Inheritance Tax.
- C. Tony and the Negotiating Committee met with the Police and have a tentative agreement.
- D. He has two Personnel issues for the Executive Session.

Police: Report submitted. – Chief Boyer was excused so there was no further discussion.

Street: Report submitted. No further discussion.

Fire: No Report submitted

Assessment: No report submitted

Health Board: Report submitted by Dale McLaughlin, DDS. They have completed 17 inspections which were all approved, He has begun working on the schedule for 2025 and will submit it to the Council when it is completed. Sam Cummings asked if inspections are random. Per Don Payne, they are scheduled and typically conduct 35 inspections yearly. Sam stated that he gets surprised inspections. Don stated that his inspections are from the USDA. They are the default source if we can't supply inspectors. No further discussions.

A motion was made by Sam Cummings, second by Debra Miller to approve the Department Reports, as presented. No further discussion. Ayes from all. Motion carried.

Committee Reports

Only the Library report was submitted. The Parks Commission did not meet in November and December due to the holidays.

Library: Noted that the Story Walk should wait until spring after the new sidewalks are installed

New Business

Acceptance of the Kane Heritage Communities Work Plan update. Don Payne stated that he sent out requested changes after review and discussion in the December Council Workshop. However, spelling errors were not addressed in the latest draft but would be at finalization. In general, it is acceptable.

Debra Miller had suggested an Executive Summary and the identification of the Committee members. Don stated that they did not have the Executive Summary completed.

Jack Zelina asked if we can currently accept it without these changes. Don stated, yes, with the condition that the requests are included in the final document.

Kelle Bari noted that the 2nd page listed a date of 2012 which is confusing. Don stated that the 2012 date was the original plan and it is included for reference. The new plan starts on page 6.

A motion was made by Kelle Bari, second by Debra Miller to accept the Kane Heritage Communities Work Plan update, with these conditions: Spelling corrections, as noted, adding an Executive Summary, and recommending the addition of the Steering Committee names. No further discussion. Ayes from all. Motion carried.

Mayor's Report

Not submitted but discussed by Mayor Brandy Schimp.

The Center for Rural America will be in Kane on Friday December 20, 2024. The governor appointed them to travel the state for these listening sessions. Pre-registration is required with a cap of 50 individuals. The format is to give us an opportunity to explain our local challenges, such as housing. (As a side note, Don received an email from a group that is employed by the Center for Rural PA to do a survey on the management of Air B&B's. It is a 30-minute Zoom meeting. Don will forward it to Brandy).

They work at the Legislative level which gives us a voice in state government. They are a good group to work with. It was emphasized that the discussions with them be generated in a productive manner as opposed to negative connotation.

There is not a formal itinerary. Debra Miller and Sam Cummings suggested that it would be constructive if individuals get together prior to the meeting to formulate a presentation utilizing a single point person.

Statement of Citizens (Time limited to 5 minutes)

None

Executive Session

The Regular Borough Council meeting broke at 7:07pm. Council will begin the Executive Session at 7:15pm

Adjournment

The Regular Session of the Kane Borough Council resumed at 8:09pm. Being no further business. A motion was made by Jerry Milliron, second by Kelle Bari to adjourn the meeting. Ayes from all. Motion carried.

Respectfully submitted,
Jack Zelina, Vice President, Kane Borough Council