

Borough of Susquehanna Depot
Minutes July 6, 2016

Present: Susan Crawford, John Hendrickson, Barbara Larsen, Dana Rockwell, Roy Williams, Joseph Varsik and Deborah Zayas

Guests: Mark Cooper, Brian Hutchinson, Adam Millard, Keri Wilder,

MOTION: By Barbara Larsen seconded by Deborah Zayas to approve the agenda. All present voted yes. Motion carried.

MOTION: By Roy Williams seconded by Deborah Zayas to approve the minutes of June 8, 2016 as amended. All present voted yes. Motion carried.

MOTION: By Deborah Zayas seconded by Roy Williams to accept the camera bid from True View Security Systems For Phase One in 2016 for \$8764.55 and phase Two in 2016 for \$5985.86. A total of \$14,750.41. Susan Crawford, Barbara Larsen, Dana Rockwell, Roy Williams, Joseph Varsik and Deborah Zayas voted yes. John Hendrickson voted no. Motion carried.

Joe Varsik opened the meeting at 6:00 PM. Council approved the agenda and minutes of June 8, 2016.

Camera Bid Opening:

Joe Varsik opened two camera bids:

- 1) True View Security Solutions: Phase One \$8764.55, Phase Two 5985.86. Totaling \$14,750.41.
- 2) Cooper Facility Maintenance: Phase One \$9416.12 or \$11,266.12, Eire Ave 5,403.55. Totaling \$14,819.67 or \$16,669.67.

Council extensively discussed both bids including the systems specifications, state law, who and how surveillance footage will be viewed, liability, public rights protection. It was recommended that only one person be responsible to view and handling recordings. Council agreed that a policy should be established, with the solicitor's guidance, prior to utilizing the cameras. Council voted to accept the bid from True View Security Solution with phase one initiated in 2016 and phase two with the 2017 budget.

Persons Requesting Time on the Agenda:

Brian Hutchinson, Kilmer Insurance Group presented council with a proposal of \$26,738. This was a 4% increase over the existing insurance, mainly due to new autos and an increase in building coverage. Council opted to drop a pollution liability coverage saving \$250. He offered two additional options: \$1,000,000 umbrella for an extra \$1,532.00 (council will decide later) and an employee theft policy for an extra \$171.00 (council decided no).

DPW:

Council reviewed a report submitted by Kevin McKee. Councilmen Williams reported that the Dura-patcher is repair and work began on July 7th. John Hendrickson would like a camera if the bathroom door is broken into again.

Secretary/Treasurer's Report:

Council reviewed the bill list and Treasurer's report. John Hendrickson questioned a bill on the bill list to PNB for \$3,766.52.

Mayor/Police Report: None available

Emergency Management:

John Hendrickson reminded everyone to stay Hydrated. He asked council to consider an emergency fuel supply in the future.

Codes:

Roy Williams obtained clarification on the scope of service from two of the three contractors who previously submitted quotes for tree removal. (No reply from the third contractor). Quotes as follows: WSC \$7,800.00, Out on a Limb \$6,100. Council accepted the quote from Out on a Limb. Council discussed complains and concerns about construction equipment storage and staging on residential property. Roy will look into more information and recommendations for changes to the zoning ordinance. Council discussed establishing a part-time administrative

position for six to eight hours a week. Council discussed a possible new location for the community board on the right side of the hedges at the end of the Veterans Memorial Bridge. Cost will remain at \$7,900. Council agreed. Council agreed to have Joe Varsik sign the DEP Access Agreement.

Meeting Adjourned at 8:15 PM