

## **ISSUES, REVIEW & FINANCE WORK SESSION**

**August 31, 2023**

A special meeting of the St. Clair Borough Council was held to review issues and finance on Thursday, August 31, 2023, beginning at 6:07 p.m.

In attendance included council members: Joann Brennan, Cheryl Dempsey, Thomas Dempsey, Judy Stednitz-Julian, Tony Klazas, President William Dempsey and Mayor Tomko. Absent was Councilman Thomas Adamchick.

Others in attendance included Borough Treasurer Carol Sutzko, Barbara Artz and Electric Light Superintendent Bob Petrozino.

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Electric Superintendent Bob Petrozino updated council on the Comcast project. The pole attachment agreement needs to be signed. Fifty poles will be staged at the switch yard. Permission was given to park their trucks in our secure parking lot.

Petrozino explained the power outage at Coal Creek Commerce Center was due to a faulty recloser. A price quote is being acquired for a replacement.

Petrozino will meet with Padfield Plumbing to coordinate the equipment necessary to finish the heated sidewalk project for the Municipal Building.

Mayor Tomko requested that Dumpster Ordinance #391 be amend and it be placed on the agenda.

Also, the Mayor recommended an Amusement Ordinance be enacted as per the sample ordinance provided by the Pa. Borough's Association. Due to complaints received about noise during nighttime hours, part of the proposed ordinance should contain hours of operation.

### **Public Comment**

Anna Velazquez and Felix Serale complained his neighbor does not respect the "Reserved Parking" sign on the front of his house. The Borough cannot enforce, nor do they issue handicap parking signs. The neighbors are parking along the dirty driveway, making it impossible for them to use it. AS a remedy the Street Department will paint a blue or yellow line across the dirt driveway and a ticket will be written by the police department if someone parks them in.

Treasurer Carol Sutzko informed the council that she and Borough Secretary Roland Price met with CPAs from Snyder & Clemente. Both recommended the firm be engaged to complete the 2022 fiscal audit. The engagement letter will be on the agenda for council's approval. A second proposal was received from a firm in Philadelphia with a similar estimate.

Administrative Assistant Barbara Artz reviewed the September Borough Secretary's notes in Roland Price's absence.

- Borough Secretary Roland Price will be at the PMEA Conference next week (9/6-9/8)
- Zoning Hearing Board members met on Tuesday, August 30 to hear the Variance request of 500 Fairview Street. Attorney James Caravan conducted the hearing. Testimony was taken by three witnesses. Solicitor Brennan represented the Borough. The hearing was continued to Tuesday, September 26, 2023, when more testimony will be taken. The Zoning Officer, Code Officer and the Borough Secretary will be testifying at that hearing.
- The Police Civil Service Sergeant's exam was moved to Thursday, October 5 at 6 p.m. due to the Zoning Hearing.
- We have been working with Engineer Brian Baldwin and Police Chief Dempsey with the Equipment Grant.
- Borough Secretary and I attended the Hazard Mitigation Plan Kickoff Meeting on August 30 at Mount Carbon Station from 6 p.m.-8 p.m. Engineer Baldwin assisted in the meeting preparation. The plan documents the County's efforts to reduce the risk of natural and human-caused hazards. Three points we expressed as concerns were: the Thwing Street Bridge center support acting as a dam in the Borough, blight within the Borough and the risk associated with the Route 61 corridor.
- Eleanor Jamosky signed an agreement with the Borough on August 17 asking the borough to facilitate the demolition of her garage on Barn Alley. The garage was demolished on Thursday, August 24. Documentation was forwarded to Attorney Brennan. She will be notified of the judgement/line against her property.
- Numerous accounting firms were solicited to do the municipal audit to no avail. Not many accounting firms do municipal audits. The Treasurer and Borough Secretary met with CPAs John Nonnemacher and Michael Gaizick from Snyder & Clemente of Kingston to discuss auditing services. We accepted their proposal at a cost not to exceed \$32,000, which was within our range. The 2022 audit should be completed by December 2023.
- Crossing guards – Attended the new school year meeting at St. Clair Elementary School. Working on hiring 2 crossing guards.
- 2024** Work sessions/Council meetings – Need new dates

Reorganizational Meeting – First Monday- Jan 1 (We must have a reorganizational meeting before we have January Council Meeting) (*Tuesday, January 2?*)

November Work Session – October 31 – Halloween (*Wednesday, October 30?*)

November Council Meeting – November 5 – Election Day (*Thursday, November 7?*)

December Work Session – November 28 – Thanksgiving (*Tuesday, November 26?*)

- September Council Work Session and Council Meeting minutes will be prepared for the October Work Session and approved at the October Council meeting.

The meeting adjourned at 6:41 p.m.

**SEPTEMBER COUNCIL MEETING****September 5, 2023**

The September Council Meeting of the St. Clair Borough Council was held on Tuesday, September 5, 2023, in Council Chambers, St. Clair Borough Municipal Building, 16 S. Third Street, St. Clair. The meeting began at 6:30 p.m.

Answering the roll call were council persons: Thomas Adamchick, Joann Brennan, Cheryl Dempsey, Thomas Dempsey, Judy Stednitz-Julian, Tony Klazas, Council President William Dempsey and Mayor Richard Tomko.

Also, present Solicitor Edward Brennan, Engineer Brian Baldwin, Borough Secretary Roland Price, Treasurer Carol Sutzko, Street Department Superintendent Kevin Dempsey, Police Chief William Dempsey, Code Enforcement Officer Michelle Brestowski, Zoning Officer Greg Stednitz, Fire Chief Frank Uhrin, Barbara Artz, Charles Altshuler, Sandy Welker, Tracey Tobin, McKayla Tobin, Ella Brode, Annabella Arago, Christopher Wallace, Josh Poda, and Norm Diehl.

Pledge of Allegiance

Councilperson Joann Brennan read the council prayer.

President Dempsey called to order the September 2023 monthly council meeting.

**PUBLIC COMMENT**

Norm Diehl, on behalf of the Little League Board, had several questions concerning the Little League grant and its timeline. Engineer Brian Baldwin explained the process. We will work with the Little League's schedule by staggering jobs, but the goal is to be finished before Spring 2024. The grant completion date is December 2025.

Charles Altshuler asked questions concerning the sale of 115 East Hancock Street. Solicitor Brennan stated an appraisal of 115E. Hancock Street is being conducted. Once the report is received, Solicitor Brennan will reach out to him.

Sandy Welker had a concern in her neighborhood of piles of wood being stacked against her garage creating hazardous conditions and the possibility of a fire. The Street Superintendent will look into this situation at 109 E. Hancock Street.

**MAYOR'S REPORT**

Residents are reminded of the St. Clair Fire Departments annual donation drive. I ask all residents to contribute to this 100% volunteer service which is vital to the existence of our Borough. The volunteer firemen and women provide a vital public service, and they depend upon the public's generous

donation of money to show its support and appreciation for their public-spirited giving of themselves for the benefit of all of us.

The address for donations is P.O. Box 23, St. Clair, PA 17970.

### ***“Proclamation”***

*Whereas, In October of 2023, the Saint Clair-Wade United Methodist Church will celebrate the 175<sup>th</sup> anniversary of its founding; and*

*Whereas, A number of founders of the Saint Clair-Wade United Methodist Church were among the first settlers of what was to become the Borough of St. Clair; and*

*Whereas, The membership of the St. Clair-Wade United Methodist Church have contributed to the religious, social, economic, and political development of the Borough of St. Clair for 175 years; and*

*Whereas, Many members of the Saint Clair-Wade United Methodist Church have served in the armed forces of the United States of America with honor and bravery on battlefields throughout the world on our nation’s struggles against evil and tyranny for the past 175 years; and*

*Whereas, The Borough Council, Borough Officials, and the people of St. Clair wish to congratulate the St. Clair-Wade United Methodist Church on the occasion of the 175<sup>th</sup> anniversary of its founding and pay tribute to the thousands of church members who have contributed to the life of the Borough of St. Clair for the past 175 years;*

*Now, Therefore, I, Mayor Richard E. Tomko, do hereby proclaim, on this the 5<sup>th</sup> day of September 2023, that the month of October 2023 be “St. Clair-Wade United Methodist Church Month” in the Borough of St. Clair.*

### **Historical Note**

The St. Clair-Wade United Methodist Church was the third church to be established in what is now the Borough of St. Clair.

On a motion made by T. Dempsey, seconded by Adamchick, the report was unanimously approved, and it was made part of the minutes by reference.

### **SOLICITOR’S REPORT**

Attorney Brennan distributed a copy of the resolution for creation of a Redevelopment Authority.

On a motion made by Klazas, seconded by Adamchick to authorize the Creation of a Redevelopment Authority for the Borough of St. Clair, approved.

### **RESOLUTION NO. 5-2023**

#### **AUTHORIZING THE CREATION OF A REDEVELOPMENT AUTHORITY FOR THE BOROUGH OF ST. CLAIR, SCHUYLKILL COUNTY, PENNSYLVANIA, TO EXERCISE ALL POWERS OF A REDEVELOPMENT AUTHORITY UNDER THE LAWS OF PENNSYLVANIA.**

WHEREAS, the Borough of St. Clair (hereinafter "St. Clair") had determined that areas within St. Clair are blighted and are in need of redevelopment of dilapidated and blighted properties; and

WHEREAS, St. Clair has determined that areas of St. Clair are in need of commercial redevelopment for purposes of expanding the Borough tax base by exercising all the powers authorized under the laws of Pennsylvania pursuant to the Urban Redevelopment Law.

NOW, THEREFORE, BE IT RESOLVED, this 5<sup>th</sup> day of September 2023, that the Borough of St. Clair, County of Schuylkill, Commonwealth of Pennsylvania, in accordance with the authority conferred by law, hereby finds and declares that there is a need for a Redevelopment Authority to function within the territorial limits of St. Clair Borough.

RESOLVED, that council for St. Clair and its proper officials are hereby authorized to prepare and file all necessary paperwork and such proceedings necessary to carry out the purpose of this Resolution.

Attorney Brennan received a copy of the Pole Attachment Agreement. (\$2 per pole application fee and \$10.25 per pole, 10-year contract, for 496 poles. Attorney Brennan advised the Council to make a motion to adopt this version of the agreement dated 9/5/2023.

A motion was made by T. Dempsey, seconded by Adamchick, to adopt the Pole Attachment Agreement dated September 5, 2023, approved.

Attorney Brennan reviewed the Crossing Guard Policy. He found the document to be well written and he encouraged council to adopt this policy.

Attorney Brennan discussed the sample Amusement Tax and games of chance ordinance from the Borough's Association.

After discussion with the Borough Association and more research, a fee cannot be charged to a business, rather it needs to be a percentage of the revenue, which would be unmanageable. A 5% tax, capping at \$100 per machine, is the most likely scenario. The fee would be paid annually per machine. Mayor Tomko inquired if the hours of operation can be regulated. Attorney Brennan advised that the hours of must be regulated by a separate ordinance. Again, there must be exemptions including health clubs, fraternal organizations, church and fire houses. Attorney Brennan will create a draft ordinance to circulate.

Attorney Brennan reviewed the conservatorships list.

21 Pike Street - A hearing is scheduled on September 25, 2023, to dissolve the conservership.

212 Cherry Street – A hearing is scheduled for September 14. The Mortgage holder would like to rehabilitate. The property must be evaluated by a structural engineer. A continuance may be needed.

601 Wade Road – Was up for tax sale, since we may have a buyer, a hold was put on the tax sale.

The Hinchey property – A hold was also put on property for the tax sale.

146 N. Nicholas Street – A motion to dismiss was filed.

An executive session was also requested to discuss personnel issues and pending litigation.

On a motion made by T. Dempsey, seconded by C. Dempsey, to accept the report and to make it part of the minutes by reference; approved.

#### **ENGINEER'S REPORT**

On a motion made by T. Dempsey, seconded by Klazas, the report was unanimously approved and it was made part of the minutes by reference.

### **DEPARTMENTAL REPORTS**

#### **STREET DEPARTMENT REPORT**

On a motion made by T. Dempsey, seconded by Stednitz-Julian, the report was unanimously approved and it was made part of the minutes by reference.

#### **ELECTRIC LIGHT DEPARTMENT REPORT**

On a motion made by Brennan, seconded by C. Dempsey the report was unanimously approved and it was made part of the minutes by reference.

#### **TREASURER'S REPORT**

On a motion made by Klazas, seconded by Stednitz-Julian, the report was unanimously approved, and it was made part of the minutes by reference. The report was reviewed by Treasurer Carol Sutzko.

#### **TAX REPORT**

On a motion made by T. Dempsey, seconded by C. Dempsey, the report was unanimously approved and it was made part of the minutes by reference.

#### **POLICE REPORT**

On a motion made by T. Dempsey, seconded by C. Dempsey, the report was unanimously approved, and it was made part of the minutes by reference.

Chief Dempsey thanked council for considering hiring a full-time police officer. Should it pass, this would be the first time in 10 years the department was at full compliment. The candidate to be hired, Christopher Wallace, is a dedicated employee, great team member and promotes the mission of the Police Department of protecting the community that they serve. He thanked the council for their support and experience and knowledgeable guidance from Mayor Tomko.

Chief Dempsey asked council to consider appointing a committee to meet with the police bargaining unit for their contract and the chief's contract which is due to expire.

**ZONING REPORT** – On a motion made by T. Dempsey, seconded by Adamchick, the report was unanimously approved and it was made part of the minutes by reference.

#### **FIRE DEPARTMENT REPORT**

On a motion made by Klazas, seconded by T. Dempsey, the report was unanimously approved, and it was made part of the minutes by reference.

Fire Chief Uhrin stated they received the contract for East Norwegian for fire protection for the following year. The fund drive begins this month.

#### **CODE DEPARTMENT REPORT**

On a motion made by T. Dempsey, seconded by Stednitz-Julian, the report was unanimously approved and it was made part of the minutes by reference.

C. Dempsey questioned whether or not 109 E. Hancock Street be a property investigated by Code Officer Brestowski. President Dempsey said Street Superintendent will look at it and get together with the Code Officer.

### **COMMUNICATIONS**

Dear Borough Council:

We, the Police Civil Service Commission, have completed testing the applicant for the position of full-time Police Patrolman in the borough of St. Clair.

The applicant was given a rigorous physical test at St. Clair Elementary School in the presence of the commission. A written examination, the National Police Officer Selection Test was taken by the applicant in the borough hall. An oral interview concluded the testing.

The applicant, Christopher Wallace was successful in all phases. This completes the Police Civil Service Commission's duties in this matter. We thank you for the opportunity to serve St. Clair Borough.

Sincerely,  
 Police Civil Service Commission  
 Paul Shandor-Secretary  
 William Sutzko-Chairman  
 Anthony Klazas-Vice Chairman

President Dempsey commended the Police Commission on the wonderful job they do and thanked them.

Dear Mr. Mayor and Members of the St. Clair Borough Council,

The 62<sup>nd</sup> Annual Halloween Parade is being planned to take place on Wednesday, October 18, 2023, (Rain Date – October 19), starting at 7:00 P.M. We are asking permission to hold the event in the borough. In the past you also informed the St. Clair Police of the event so they could plan for extra manpower and for the area fire police to help with crowd and traffic control.

The insurance policy for the parade will be purchased through Holden Insurance, a copy will be sent to the borough office.

There will not be door to door canvassing this year. The parade committee will be holding various fundraising events to help defray parade costs. Registration for individuals, floats, groups and other parade participants will be held on October 11 and 12 from 5-7 at Borough Hall – with your permission.

The parade route: Begin at Industrial Park Road, proceed North on Second Street to Hancock, turn right onto Front Street where it will disband. The judges stand will be on Second Street in front of the Police Department. We have used the borough sound system and microphone on the stand, we have in the past requested extra lighting in the area if possible.

This parade has been one of the largest in the area, we thank you for your continued support in making this event a success.

If you have any questions or concerns, please contact either Susie Miller (570-622-6056) or Bonnie Baker (570-429-2272). Thank you.

Respectfully yours,  
 Susan Miller and the Saint Clair Parade Committee



On a motion made by T. Dempsey, seconded by Adamchick to authorize the 62<sup>nd</sup> annual Halloween Parade to be held on Wednesday, October 18 (rain date October 19) starting at 7 p.m., approved.

Dear Council Members,

Hello! My name is Lou Anne Bachert and I own a rental property in town at 310 S Front Street. Thank you in advance for taking a few moments to consider my concern.

The neighbors that live next door to the unit have two medium to large dogs. My current tenants had contacted me about the dogs and expressed their safety concerns. When I stopped by to inspect my rental, I went to step outside to take a look at the back yard, and was instantly met by barking dogs. There is a 4-foot chain link fence that separates our properties and they were on their side of the fence. However, upon seeing them I immediately stepped back into my rental and decided to not perform the task that I had set out to do. I was scared and was not willing to risk them jumping the fence that adjoins our properties. I at once understood the concern for safety that my tenants had expressed.

I decided to stop into the borough office at that point to see if anyone could help us with this situation. I had a very nice conversation with your code officer (I apologize I do not remember her name). My understanding from the conversation was that there is no ordinance that addresses fences and dogs in St Clair at this time.

This brings me to why I am writing. I am very concerned about the safety of my tenants. They want to use their back yard, but are afraid of the dogs next door. There is currently a 4-foot chain link fence that separates our yards. Due to the size of their dogs and aggressive behavior, it is my fear that this barrier is not adequate to contain them, if for some reason the dogs decide to leave their yard.

It is my firm belief that if folks are going to own pets, it is their responsibility to make sure their dogs are contained in their yard in a safe, adequate and secure way. My tenant and his family, including a baby, should never have to fear entering their own back yard. Residents walking the streets of St Clair should never have to fear that a dog is going to jump a fence and possibly attack them.

I am hoping there can be an ordinance put in place that all dog owners must install a fence. And not just any fence, but a fence that is private, tall, and secure enough to ensure the safety of neighbors and all residents of St. Clair.

Thank you for your consideration.

Sincerely,  
Lou Anne Bachert

Secretary Price added that Code Officer Brestowski met with the State Dog Officer concerning this matter. There is nothing that could be done. The situation sounded like a civil matter. Council Member Klazas and Chief Dempsey recently assessed the situation and felt the same.

### **OLD BUSINESS**

### **NEW BUSINESS**

On a motion made by T. Dempsey, seconded by Adamchick to hire Christopher Wallace as a full-time police officer as of September 9, 2023. Roll call – Adamchick - YES, Brennan – YES, C. Dempsey – YES, T. Dempsey – YES, Stednitz-Julian – YES, Klazas – YES, President Dempsey – YES. Approved.

On a motion made by T. Dempsey, seconded by Adamchick to hire Josh Poda as a full-time Electric Light Department Assistant Lineman as of September 25, 2023. A Roll Call vote was taken with the following results: Adamchick - YES, Brennan – YES, C. Dempsey – YES, T. Dempsey – YES, Stednitz-Julian – YES, Klazas – YES, President Dempsey – YES. Approved.

T. Dempsey confirmed that Josh Poda is starting at the highest rate for electrician, President Dempsey confirmed.

On a motion made by T. Dempsey seconded by C. Dempsey to engage the accounting firm of Snyder & Clemente Accountants and Consultants, at a cost not to exceed \$32,000, to perform the annual audits beginning with the 2022 audit, approved.

Mayor Tomko extended a thank you to the Treasurer and Borough Secretary for searching and finding a new municipal accounting firm.

On a motion by T. Dempsey, seconded by Adamchick to authorize the installation of the necessary plumbing for the heated sidewalks at the Municipal Building by Padfield Plumbing and Heating, approved.

On a motion by T. Dempsey, seconded by Brennan to revise Ordinance #391 – Dumpster Ordinance, approved.

On a motion by T. Dempsey, seconded by Adamchick to purchase emergency lighting equipment for the Department Off-Road Vehicle at an approximate cost of \$400 for the Police Department, approved.

The Street Department will do the installation of the lighting equipment.

On a motion by T. Dempsey, seconded by Adamchick to authorize the Halloween parade to be held on Wednesday, October 18, (rain date Thursday, October 19) at 7 p.m. with the parade route as listed above. Also, to provide extra manpower from the police department and traffic control from the fire police, approved.

On a motion by T. Dempsey, seconded by Klazas to conditionally hire Alberta Joyce-Bell and Midaphne Alexis as crossing guards, pending they pass their physical exams and all necessary clearances, approved.

Council President Dempsey appointed T. Dempsey, Klazas and Stednitz-Julian to the Police Negotiating Committee.

On a motion by T. Dempsey seconded by Klazas to authorize the fire police to assist in traffic control for the Schuylkill Haven Borough Day on September 30, 2023, approved.

On a motion by Brennan, seconded by C. Dempsey, to authorize the purchase of 100 recycling cans at a cost of \$2,410, approved.

On a motion by T. Dempsey, seconded by Adamchick, to adopt the Crossing Guard Policy, approved.

Council President Dempsey called an executive session at 7:21 p.m. to discuss personnel issues and pending litigation matters.

A motion was made by T. Dempsey, seconded by Stednitz-Julian to pay all bills and claims properly approved by council, approved.

A motion was made by T. Dempsey, seconded by Klazas to adjourn the meeting at 7:25 p.m., approved.

Roland Price  
Borough Secretary

## Mayor's Report

September 2023

Residents are reminded of the St. Clair Fire Departments annual donation drive. I ask all residents to contribute to this 100% volunteer service which is vital to the existence of our Borough. The volunteer firemen and women provide a vital public service and they depend upon the public's generous donation of money to show its support and appreciation for their public-spirited giving of themselves for the benefit of all of us.

**The address for donations is: P.O. Box 23, St. Clair, PA 17970.**

## Proclamation

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Richard E. Tomko  
Mayor

## Historical Note

The St. Clair-Wade United Methodist Church was the third church to be established in what is now the Borough of St. Clair.



Alfred Benesch & Company  
400 One Norwegian Plaza  
Pottsville, PA 17901  
www.benesch.com  
P 570-622-4055  
F 570-622-1232

September 5, 2023

Mr. William Dempsey  
Council President  
St. Clair Borough Council  
16 S Third Street  
St. Clair, PA 17970

**RE: Consulting Engineer's Report (CER)  
Benesch Project No. 31433.02**

Dear Mr. Dempsey:

The following is the status of engineering services performed by our firm as of this date:

#### **ENGINEERING CONSULTATIONS & CONSTRUCTION PROJECTS**

##### **Property Maintenance Activities (31311.70; 31433.02 Task 6)**

We are working with the Borough Secretary, Code Enforcement Officer, and Solicitor to address multiple properties intended for demolition using both County and Borough funds. We have been working with Mr. Charles Altshuler, owner of adjoining properties of 113 E Hancock St, in preparation for its demolition. Initially, 113 and 115 were one house. Over the decades, the home was converted into two residences in various forms, complicating the demolition.

##### **Schuylkill County HBR Project**

The contractor is currently awaiting delivery of materials but does expect construction to occur in late September or early October. The contractor is required to coordinate all work with the Borough.

##### **Grant Assistance (31433.02, Task 5)**

On August 16, 2023, the PCCD gave authorization for the Borough to begin purchasing the equipment approved by the PCCD grant. Once any of the equipment is received, the Borough can submit for reimbursement.

Additionally, we have been assisting the Borough with receiving updated price quotes associated with the LSA grant to purchase a new garbage truck. We are still awaiting an updated price quote from PA-COSTARS vendors. However, delivery of a complete truck is expected to take 12 months.

Finally, the CFA has opened the Statewide LSA grant with an application deadline of November 30, 2023. This is the same funding source of the garbage truck grant. A Resolution is required prior to applying.

##### **Zoning Officer Assistance (31433.02, Task 3)**

Our office has been assisting the new Borough Zoning Officer with various zoning reviews, including issues associated with unpermitted signs.

##### **Schuylkill County Hazard Mitigation Plan (31433.03, Task 1)**

Our office has been assisting the Borough with completing the community survey information forms the County has requested to facilitate their update to the Hazard Mitigation Plan (HMP). Projects identified in the HMP can help meet FEMA eligibility criteria for many grant programs.

## **SUBDIVISIONS & LAND DEVELOPMENTS**

### **Taco Bell LD (30567.32, Task 2)**

The last major outstanding item of work to be performed by the Developer is the paving of the pathway along Mill Street to Taco Bell. This path might become a part of the Schuylkill River Trail. Nevertheless, Taco Bell has been in operation since late 2015. We have reached out to CCCC for a status update several times, but they have not provided any updates.

### **Coal Creek Commerce Center – Phase III LD (30839.32, Task 2)**

As of early 2019, work in the area of the medical office building is essentially complete, although a majority of the remainder of Phase III – including stormwater features – has not yet been started. The NPDES Permit associated with Phase III was set to expire on June 28, 2023. There are three (3) more buildings and associated infrastructure yet to be completed. We have reached out to CCCC for a status update several times, but they have not provided any updates. However, in discussions with the Count Conservation District, we were told that CCCC has submitted a permit time extension request, which would likely be approved to December 2024.

### **STS LD (31137.31, Task 1)**

All sitework appears to be complete. We are awaiting the submission of record plans before closing out this project.

### **AutoZone LD (31137.31, Task 3)**

Site preparation work is progressing. We will continue to monitor the project as construction progresses.

## **POTENTIAL FUNDING/GRANT SOURCES (31433.02, Task 5)**

### **RECREATION**

#### **COMMUNITY FACILITIES AND VEHICLES**

*PA DEP: Driving PA Forward, Onroad Rebate Program – Trucks and Buses*

- Current Status: **CLOSED**
- Anticipated Opening: **October 2023 – FINAL ROUND**
- Background: Approximately \$5 million is available to fund rebates for projects that replace or repower fleets of 5 or fewer class 4-8 trucks, port drayage trucks, school buses, shuttle buses, and/or transit buses.
- Uses: Class 4-8 trucks with Model Years 1992-2009 are eligible for rebates for repower or replacement with new diesel, electric or alternative fuel. **Vehicles must be scrapped.**
- Funding: **Max 70% up to the following Maximums per Vehicle:**

Truck Class	Diesel	Alt Fuel
6-7	\$70,000	\$105,000
8	\$122,500	\$157,500

This is a rebate voucher program that reimburses for costs incurred.

*USDA Rural Development: Community Facilities Direct Loan & Grant Program*

- Current Status: **OPEN**
- Application Deadline: Applications accepted continuously throughout the year.
- Uses: Funds can be used to purchase, construct, and/or improve essential community facilities (including police & fire stations), purchase equipment (including vehicles), and pay related expenses.
- Funding: Low interest direct loans and/or grants (max 75%). Most funding via low-interest loans.



## TRANSPORTATION/INFRASTRUCTURE

### *USDOT: Rural and Tribal Assistance Program*

- Current Status: **OPEN** (as of Aug 14, 2023)
- Application Deadline: **Sep 28, 2023, but first-come, first-served**
- Uses: The Rural and Tribal Assistance Pilot Program is a no-match grant program with the goal of funding early-stage development assistance for rural and tribal infrastructure projects. Depending on the amount of funding requested, the Bureau anticipates that it will award between five and 10 grants. Construction phase activities are not eligible.
- Funding: Maximum award amount is \$320,000.
- Potential Project(s): Thwing Street Bridge Replacement preliminary engineering and environmental permitting.

### *USDOT: FY 2023 Bridge Investment Program (BIP)*

- Current Status: **CLOSED** – Opening Sep 2023
- Application Deadline:
  - Planning Grants: 45 days after publication (~Nov 2023)
  - Bridge Projects: 90 days after publication (~Dec 2023)
- Uses: Authorized under the Bipartisan Infrastructure Law (BIL), projects that replace, rehabilitate, preserve, or safeguard NBIS bridges, and for culvert replacement/rehabilitation on the NBIS to enhance flood control and aquatic habitat connectivity.
- Funding:
  - Planning Grants: **No minimum nor maximum; requires 20% match**
  - Bridge Projects: **\$2.5 minimum; requires 20% match (\$500,000 minimum)**
- Potential Project(s): Thwing Street Bridge Replacement, Carroll Street Bridge Replacement

### *USDOT: FY 2024 RAISE Discretionary Grants*

- Current Status: **CLOSED** – Opening Nov 2023
- Application Deadline: anticipated Feb 2024
- Uses: Highway, bridge, and other road projects, public transportation, passenger and freight rail, port infrastructure investments, surface transportation components of eligible airport projects, intermodal, and more.
- Funding:
  - Planning Grants: **No minimum nor maximum**
  - Projects: **\$1 minimum/\$25M maximum; typically requires 20% match but may be waived for rural areas**
- Potential Project(s): Thwing Street Bridge Replacement, Carroll Street Bridge Replacement

## MULTI-PURPOSE/USE

### *2023 PA DCED Commonwealth Financing Authority (CFA): Local Share Account (LSA) - Statewide*

- Current Status: **OPEN** (as of Sep 01, 2023)
- Application Deadline: **Nov 30, 2023**
- Uses: Projects in the public interest. Projects that improve the quality of life of citizens in the community. Eligible projects must be owned and maintained by an eligible applicant or a nonprofit organization. Eligible uses include acquisition; construction; demolition; infrastructure; purchase of vehicles, machinery and/or equipment; and project design and administrative costs.
- Funding:
  - Grants are available for projects with a total cost of **\$25,000 or more**.
  - Grants **shall not exceed \$1M** for any project.
  - NO Match is required.
  - Applicants may submit multiple applications.

### **PENDING/AWARDED GRANT APPLICATIONS**

#### *2022 PA DCED Commonwealth Financing Authority (CFA): Local Share Account (LSA) – Statewide*

Project	<b>Garbage Truck</b>
Total Project Estimate	\$301,609
Borough Portion	\$0 (0%)
<b>Date Submitted</b>	<b>Mar 15 2022</b>
Anticipated Award Notification	<b>Mar 16 2023</b>
Application Status	<b>AWARDED \$301,609</b>

#### *2022 PA DCNR Community Partnerships Program (C2P2), Small Communities (SC) Program*

Project	<b>Northward Playground Basketball Courts</b>
Total Project Estimate	\$70,000
Borough Portion	\$20,000 (29%)
<b>Date Submitted</b>	<b>Apr 6 2022</b>
Award Notification	<b>Sep 6 2022</b>
Application Status	<b>AWARDED \$50,000</b>

#### *PA Commission on Crime and Delinquency (PCCD): Local Law Enforcement Support (LLES) Grant Program*

Project	<b>Equipment and Technological Upgrades</b>
Total Project Estimate	\$177,018
Borough Portion	\$0 (0%)
<b>Date Submitted</b>	<b>Oct 31 2022</b>
Anticipated Award Notification	<b>Mar 8 2023 (Second Rnd)</b>
Application Status	<b>AWARDED \$87,660</b>

#### *2023 PA DCNR Community Partnerships Program (C2P2), Small Communities (SC) Program*

Project	<b>John Siney Park</b>
Total Project Estimate	\$125,000
Borough Portion	\$47,500 (38%)
<b>Date Submitted</b>	<b>Apr 5 2023</b>
Award Notification	<b>Fall 2023</b>
Application Status	<b>Under Review</b>

#### *2023 PA DCED Commonwealth Financing Authority (CFA): Greenways, Trails, Recreation Program (GTRP)*

Project	<b>John Siney Park</b>
Total Project Estimate	\$150,000
Borough Portion	\$22,500 (15%)
<b>Date Submitted</b>	<b>May 31 2023</b>
Award Notification	<b>Fall 2023</b>
Application Status	<b>Under Review</b>

#### *2023 PA DCED Commonwealth Financing Authority (CFA): Multimodal Transportation Fund (MTF)*

Project	<b>Thwing St Bridge Replacement</b>
Total Project Estimate	\$2,264,000
Borough Portion	\$0 (0%)
<b>Date Submitted</b>	<b>July 30 2023</b>
Award Notification	<b>Late 2023</b>
Application Status	<b>Under Review</b>



**ST. CLAIR ACTION ITEMS**

1. **Potential Grant Opportunities** – Council may wish to consider any of the open or pending grant opportunities.

Thank you for your time and consideration in this matter. If you have any questions or comments concerning the above, please contact our office.

Sincerely,

A handwritten signature in blue ink, appearing to read "BW Baldwin".

Brian W. Baldwin, PE  
Project Manager

Cc: Atty. Edward M. Brennan, Solicitor

#### August – Street Dept.

Collected garbage, Recyclables, and ashes for the month of August.

Cleaned playgrounds daily.

Cut and removed weeds from the Golden Greeks property.

Thompson Street and Pearl Street were swept all debris .

Cut borough cemetery twice and cleared all trees and debris.

Cut and removed debris from Russell to Route 61.

Cut and cleaned all bridges in borough.

Ann Street was cut and cleared of all debris.

The pool was drained and shut down for the winter.

Removed 50 ft tree located at 6 South Mill Street in the yard and removed a back porch.

Assisted Bob Dudash in demolition of the garage on 258 Cherry Street.

Started the rebuild salt bin at Borough garage.

Finished painting corners and painted lines in front of the firehouse.

Sealed potholes throughout the borough.

Rebuilt sunporch at 105 S. Mill Street.

Installed rubber roof patch on police station.

#### Maintenance

S-1 International Dump Truck rebuilt PTO Shaft

S-4 fixed and fabricated hydraulic tank. Fabricated and welded new brackets to mount hydraulic tank.

Checked all police vehicles for any problems and topped off fluids.

Installed new tires on both Tahoe's.

S-7 pickup changed oil and filter, air filter; gas filter; new front brakes and front rotors and new back brakes.

S-11 Oil change; air filter; gas filter; gas filter; new center link; center link coupler; tie rod ends; change rear differential gasket and oil.

G-2 Garbage truck – Rewired headlight assembly and replaced hydraulic hose.

Replaced two U joints on backhoe.

## **Electric Light Department Report**

**August 2023**

July Energy cost - \$167,309.85 / 2,187,609 KWH

After hour call 8/1 - accident at Wal Mart intersection, Fire Police needed access to traffic signal manual controls. Keys were provided to authorized personnel back in April 2023.

Power blips Thursday 8/3 PPL side.

Restored service to 2 Customers cut last month, accounts paid in full plus re-connect fees.

Call out Monday 8/7 at 8:00 pm accident, vehicle sheared off pole on Ann Street.

Worked with Verizon, Wright's Electrical replacing pole and traffic control on Ann Street.

Terminated Electric service to 5 for non-payment, restored 3 paid in full plus re-connect fees.

Pulled, landed, energized UGE feeders, installed meter new home 605 Elmwood Court.

Call out 4:46 am Wednesday 8/16 wires pulled off house 400 block south Nicholas Street.

Added a new Police Officer to fuel card program, removed 3 officers that have left Dept.

OSMOSE working in Borough checking integrity, treating and tagging Verizon Poles.

Call out Sunday 8/27 at 5:03 pm lost a primary phase on Coal Creek circuit.

Call out Monday 8/28 at 5:30 am power issues at Dunkin Donut.

Performed numerous other jobs, responded to many PA ONE calls, answered and returned many phone calls and emails throughout month.

Respectfully Submitted;

Robert Petrozino

Superintendent

Saint Clair Borough Electric Light Dept.

09-05-2023

Borough of St. Clair  
Treasurer's Report - General Fund  
July 2023

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	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
301.10 · Real Estate Tax, Current	5,227.53
301.30 · Real Estate Tax, Delinquent	1,996.61
310.01 · Per Capita Tax, Current	290.00
310.03 · Per Capita Tax, Delinquent	209.00
310.10 · Real Estate Transfer Tax	7,355.99
310.20 · Earned Income Tax	11,269.67
310.30 · Business Privilege Tax	80,763.26
310.41 · Occupation Tax, Current	58.80
310.43 · Occupation Tax, Delinquent	88.68
310.50 · Local Service Tax	700.04
331.12 · Police Fines	1,707.70
342.20 · Rental Income - Boro Property	500.00
351.01 · Federal Grants	21,578.85
359 · Intergovernmental Revenue	6,370.21
359.10 · Payment in Lieu of Taxes	3,206.43
361.33 · Variance/Zoning Permits	215.00
361.75 · Lien satisfaction Refund	68.75
362.10 · Police Protection Services	7,083.33
364.30 · Solid Waste Collection Fees	31,450.01
367.11 · Swimming Pool Receipts	9,472.05
	<hr/>
Total Income	189,611.91
Expense	
Administration Department	16,423.13
Health & Sanitation Department	17,645.02
Miscellaneous Department	
484.354 · Workers' Compensation	1,056.00
486.20 · Fire and Casualty Insurance	-17,088.16
487.100 · Industrial Med	201.00
	<hr/>
Total Miscellaneous Department	-15,831.16
Planning & Zoning Department	3,213.67
Police Protection Department	46,278.68
403.00 · Tax Collection Department	682.92

Borough of St. Clair  
Treasurer's Report - General Fund  
July 2023

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	<u>TOTAL</u>
409.00 · Borough Buildings Department	4,523.29
411.00 · Fire Department	2,389.25
430.00 · Streets & Bridges Department	28,447.88
452.00 · Recreation Department	27,148.17
481.00 · Payroll Tax Expense	5,186.02
487.00 · Employer Benefits & W/H	
487.20 · Health Insurance Expense	<u>47,222.65</u>
Total 487.00 · Employer Benefits & W/H	<u>47,222.65</u>
Total Expense	<u>183,329.52</u>
Net Ordinary Income	6,282.39
Other Income/Expense	
Other Income	
341.000 · Interest, Dividend Income	<u>3,000.50</u>
Total Other Income	3,000.50
Other Expense	
492.00 · Transfers Department	
492.130 · Transfer to Sinking Fund	25,000.00
492.305 · Transfer to Gen Fund Cap ...	<u>3,000.00</u>
Total 492.00 · Transfers Department	<u>28,000.00</u>

ENDING Balance: \$157,169.00

Borough of St. Clair  
Balance Sheet  
As of July 31, 2023

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	<u>Jul 31, 23</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
100.10 · Elec. Lgt. Sales Tax- Mid Penn	15,209.24
100.12 · PLGIT - Elec Light Deposit Acct	6,801.66
100.121 · PLGIT PRIME - Elec. Light Dep.	21,997.41
100.13 · PLGIT - Elect Lgt Capital Rsrv	6,034.26
100.131 · PLGIT PRIME-Elec.Light Cap Res	258,292.35
100.14 · PLGIT - Electric Light Fund	460,715.03
100.15 · PLGIT - FIRE INS ESCROW ACCT	35,868.52
100.16 · PLGIT - General Fund	129,464.93
100.17 · PLGIT - General Fund Cap Reserv	106,560.55
100.171 · PLGIT PRIME-Gen. Fund Cap. ...	154,239.90
100.18 · PLGIT - HD Land Devel Escrow	17,230.90
100.19 · PLGIT - Highway Aid Fund	0.02
100.191 · PLGIT PRIME - Highway Aid Fu...	99,084.62
100.20 · Elec. Light Chk. (Mid Penn)	20,605.20
100.21 · PLGIT - Home Program	8,739.33
100.22 · PLGIT - Recreation Grant Fund	40,309.93
100.221 · PLGIT PRIME - Recreation Grant	173.42
100.23 · PLGIT - Sinking Fund	73,345.05
100.231 · PLGIT PRIME - Sinking Fund	184,166.03
100.24 · PLGIT - Street Opening Permit	20,144.53
100.241 · PLGIT PRIME - Street Opening	45,932.87
100.30 · Gen. Fund Chk. (Mid Penn)	23,845.69
100.40 · PLGIT-Bridge Construction Fund	5.47
100.401 · PLGIT PRIME - Bridge Cons. Fu...	108,568.10
100.50 · PLGIT - Demolition Fund	26,723.95
100.501 · PLGIT PRIME - Demolition Fund	203,354.09
100.90 · PLGIT - Building Permit Fund	65,990.31
105.10 · PLGIT - Payroll Fund	271.14
105.20 · PLGIT - Withholding Account	235.66
110 · Petty Cash	500.00
110.10 · Petty Cash - General Fund	200.00
110.20 · Petty Cash - Swimming Pool - GF	300.00
	<hr/>
Total Checking/Savings	2,134,910.16

Borough of St. Clair  
Treasurer's Report - Electric Light Fund  
July 2023

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	TOTAL
Ordinary Income/Expense	
Income	
7372.40 · Electric Energy Sales	227,747.23
7372.50 · Sales Tax Discounts	25.00
7372.55 · Processing Fees	700.00
7372.57 · Service Fees	700.00
	<hr/>
Total Income	229,172.23
Expense	
7401.00 · Electric Light	
7401120 · Superintendent	5,212.04
7402114 · Treasurer	1,288.36
7405300 · Secretary	2,230.20
7409300 · Rental Expense	104.32
7442141 · Office Manager	3,892.80
7442142 · Administrative Assistant	1,921.51
7442143 · Lineman	8,432.88
7442210 · Office Supplies	1,125.42
7442220 · Electrical Materials & Supplies	147.69
7442231 · Gasoline & Oil	205.05
7442321 · Telephone	216.92
7442361 · AMP - Ohio	111,917.41
7442372 · Technology/Computer Expenses	1,125.00
7442374 · Vehicle Maintenance & Repairs	880.00
	<hr/>
Total 7401.00 · Electric Light	138,699.60
	<hr/>
Total Expense	138,699.60
	<hr/>
Net Ordinary Income	90,472.63
Other Income/Expense	
Other Income	
341.000 · Interest, Dividend Income	2,824.79
	<hr/>
Total Other Income	2,824.79
Other Expense	
492.00 · Transfers Department	
492.130 · Transfer to Sinking Fund	11,500.00
	<hr/>
Total 492.00 · Transfers Department	11,500.00
	<hr/>

ENDING BALANCE: \$481,320.23

**Tax Collector's Remittance to Taxing Districts**  
**WILLIAM UMBENHAUR - 2023 - SAINT CLAIR BOROUGH**  
For 07/01/2023 thru 07/31/2023  
Date Created 08/01/2023  
**SAINT CLAIR BOROUGH** Taxing District

		Municipality	Borough Per Capita	Borough Occupation	Other
<b>A. Collections</b>					
1.	Balance Collectable - Beginning of Month	32725.46	3810.00	1600.20	
2A.	Additions: During the Month (*)		15.00	6.30	
2B.	Deductions: Credits During the Month - (from line 17)				
3.	Total Collectable	32725.46	3825.00	1606.50	
4.	Less: Face Collections for the Month	948.54	90.00	31.50	
5.	Less: Deletions/Exemptions from the List (*)			6.30	
6.	Less: Exonerations (*)				
7.	Less: Liens/Non-Lienable/Installments (*)				
8.	Balance collectable - End of Month	31776.92	3735.00	1568.70	
<b>B. Reconciliation of Cash Collected</b>					
9.	Face Amount of Collections - (must agree with line 4+7)	948.54	90.00	31.50	
10.	Plus: Penalties	94.87	9.00	3.15	
11.	Less: Discounts				
12.	Total Cash Collected per Column	1043.41	99.00	34.65	
13.	Total Cash Collected - (12A + 12B + 12C + 12D)				1177.06

(\*) ATTACH ANY SUPPORTING DOCUMENTATION REQUIRED BY YOUR TAXING DISTRICT



Remitted During the Month (\*)

		0.00
18.	Interest Earnings (if applicable)	\$

8-1-2023  
Date

I verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month.

Received by (taxing district):  
 \_\_\_\_\_  
 Title:

Date: \_\_\_\_\_

I acknowledge the receipt of this report.



**SAINT CLAIR POLICE DEPARTMENT**  
24 NORTH SECOND STREET  
SAINT CLAIR, PA 17970  
DISPATCH: 570-429-2240 FAX: 570-429-3050

**POLICE REPORT: 08/01/2023-09/01/2023**

TOTAL CALLS FOR POLICE SERVICE	338
TOTAL TRAFFIC STOPS	109
TOTAL TRAFFIC CITATIONS	79
TOTAL CRIMINAL ARRESTS	12
TOTAL PARKING TICKETS	4

**Traffic Enforcement Grants:**

Our agency received \$750.00 in federal funding for traffic enforcement activities. This amount will result in reimbursed police coverage; the grant period will occur between September 10th and September 23rd, 2023.

**Departmental Training:**

The following officers attended training during August 2023:

**Chief Dempsey:** Intelligence Analyst Training (National White Collar Crime Center)

**Wallace/Bennett/Webber:** Tactical Response to Active Shooter Incidents (FBI Philadelphia)

**Department Notes:**

- Officer Webber is now certified and in training.
- Officers continue to do foot patrols throughout the community and have received a positive response from citizens.
- We have issued Parking Violation Warnings to violators for over 30 days. Residents are reminded to follow laws related to parking. We have received several complaints about illegal parking and plan to increase enforcement.

**Purchase Request:**

Emergency lighting equipment for the Department Off-Road Vehicle, total cost is approximately \$400.00. The Street Department will install the lighting.

Respectfully submitted,  
William M. Dempsey  
Chief of Police

**Borough of St. Clair**  
**Zoning Officer's Report**

Aug 2023

Application	Application Date	Description	Status	Special Notes
Zoning Permit	8/2/2023	Fence	Permit Issued	214S, Morris
Zoning Permit	8/3/2023	Shed	Pending	Dave Plachko
Zoning Violation	8/4/2023	Billboard not permitted	Issued Violation	Billboard Removed 101 S. 2nd
Zoning Permit	8/10/2023	Signs	Pending	Real-estate & Primo Subs
Zoning Permit	8/14/2023	Conversion of rental	Declined	122 W. Hancock
Zoning Violation Meeting	8/21/2023	Driveway and Property Access	Pending	Ongoing Problem 14 S. Front
Zoning Permit	8/24/2023	Home Addition	Pending	336 S. NICHOLS STREET
Zoning Violation	8/25/2023	Mobile Home Violation	Pending	Franklin Street

**Saint Clair Fire Department**  
**Fire Alarm Report**  
**August 2023**

**August-01 STILL ALARM** 15:30 hours 1244 Sr. 61 North New Castle Township for a vehicle accident unknown injury. Alert/Columbia, Rescue, West End, Chief Uhrin, Skrobak, State Police, Penn-Dot, and Schuylkill EMS responded. Members arrived to find a tractor trailer on its side with the driver walking around stating not hurt. Members controlled fluids and traffic. After the vehicle was removed, members cleared debris from the roadway. (MVA17) In service 5 hours 30 minutes.

**August-02 CHIEF CALL** 12:13 hours 1219 East Wade Rd. for a Fire Chief to investigate a smoke condition in the area of the cemetery. Asst. Johns responded and found a rubbish fire burning and called for the brush truck from the West End. Members extinguished the fire. (CHF17) In service 30 minutes.

**August-06 CHIEF CALL** 06:25 hours 216 North Second St. for a smoke investigation. Chief Uhrin and Skrobak responded and found it to be a campfire north of the Dee- Mart on the south side of SR. 61. No fire needed. (CHF62) In service 35 minutes.

**August-06 STILL ALARM** 19:35 hours 918 St. Clair / Frackville Grade North for a reported vehicle accident unknown injury. Alert/Columbia, Rescue, West End, Chief Uhrin, Skrobak, Schuylkill EMS, and State Police responded. Members arrived at that the vehicle broke down and scaled the incident back to one company for traffic control. (MVA02) In service 1 hour.

**August-07 STILL ALARM** 00:56 hours East Dark water Rd. and North Replier Rd. for a tree down blocking one lane. Alert/Columbia, West End, Chief Uhrin and Skrobak responded. Members cut and removed the tree from the roadway. (TD17) In service 25 minutes.

**August-07 STILL ALARM** 19:55 hours 893 Ann St. for a vehicle into a pole. Phoenix responded to assist Pottsville companies with traffic and controlling fluids. (MVA20) In service 90 minutes.

**August-09 CHIEF CALL** 19:25 hours 21 North Second St. for an alarm going on and off. Chief Uhrin responded, arrived and investigated and found the odor of sulfur in the basement and requested Alert/Columbia to be dispatched. (CHF62) In service 1 hour.

**August-09 STILL ALARM** 19:34 hours 21 North Second St. for an odor investigation. Alert/Columbia, all chiefs and SCPD responded. Members found levels of carbon monoxide on all floors with the basement with the highest levels. Members removed the fire from the stoker and used fans to ventilate the building. Members then did air monitoring throughout the building and found zero readings of CO. (CO62) In service 50 minutes.

**August-10 GENERAL ALARM** 10:03 hours 300 Wade Rd. (*Schuylkill Transportation Authority*) for an automatic fire alarm. All companies and chiefs responded. Members checked the entire building and found a faulty detector in the garage area. (AFA62) In service 45 minutes.

**August-16 CHIEF CALL** 04:29 hours South Nicholas St and Union St. for a wire down. Deputy Skrobak responded, found wires off the house at 451 South Nicholas and notified the light dept who attached the wire back to the house. (WD62) In service 90 minutes.

**August-17 CHIEF CALL** 18:20 hours 300 Wade Rd. (*Schuylkill Transportation Authority*) for a hissing sound by the natural gas terminal. Deputy Skrobak responded. The Deputy had an engine respond as a precaution until the gas company arrived. (CHF62) In service 50 minutes.

**August-17 STILL ALARM** 18:28 hours 300 Wade Rd. (*Schuylkill Transportation Authority*) for a hissing at the natural gas terminal. Alert/Columbia responded. Members secured the area until the gas company arrived and released the fire department. (UTL62) In service 40 minutes.

**August-21 CHIEF CALL** 09:58 hours 235 South Third St. for a police assist. Deputy Skrobak responded, spoke with police and occupant of the residence to see the best action to take. Deputy Skrobak dispatched an engine to assist. (PA62) In service 30 minutes.

**August-21 STILL ALARM** 10:05 hours 235 South Third St. for a child locked in a bedroom. Alert/Columbia, deputy Skrobak responded. Members used a 14' ladder to access the second-floor window, removed an air conditioner and crawled through the window and opened the door. (PA62) In service 20 minutes.

**August-26 STILL ALARM** 03:21 hours 780 Burma Road East Norwegian Township for a tree down blocking one lane. Alert/Columbia, Chief Uhrin and Skrobak responded. Members removed the tree from the roadway. (TD08) In service 25 minutes.

**August-31 CHIEF CALL** 13:22 hours 322 Broad St. New Castle Township for an unknown type of alarm. Deputy Skrobak and West End responded, members did air monitoring throughout the home and determined it to be a faulty detector. (CHF17) In service 35 minutes.

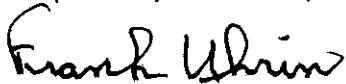
Comments:

The following alarm boxes were tested; 33, 461, 27.

On Wednesday August 9, 2023, the fire alarm system was tested at the St. Clair Elementary with all systems and the Master Box working properly. Alarm time 2 minutes 25 seconds.

General Alarms	1
Still Alarms	8
False Alarms	0
Chief Calls / Public Service	7
Total Calls	16

Respectfully submitted,



Frank Uhrin Fire Chief

**BOROUGH OF ST. CLAIR - CODE ENFORCEMENT – PROPERTY  
MAINTENANCE**

16 South Third Street  
St Clair, PA 17970

PHONE: 570-429-0640  
Fax: 570-429-2829

---

September 5, 2023

TOTAL COMPLAINTS – 24

RENTAL INSPECTIONS – 5

Respectfully,

Michelle D. Brestowski

Code Enforcement Officer

Police Civil Service Commission

Municipal Building

16 South Third Street

St. Clair, PA 17970

Dear Borough Council:

We, the Police Civil Service Commission, have completed testing the applicant for the position of fulltime Police Patrolman in the borough of St. Clair.

The applicant was given a rigorous physical test at St. Clair Elementary School in the presence of the commission. A written Examination, the National Police Officer Selection Test, was taken by the applicant in the borough hall. An oral interview concluded the testing.

The applicant, Christopher Wallace was successful in all phases. This completes the Police Civil Service Commission's duties in this matter. We Thank you for the opportunity to serve St. Clair Borough.

Sincerely,

Police Civil Service Commission

William Sutzko-Chairman

Anthony Klazas-Vice Chairman

A handwritten signature in black ink, appearing to read "Paul Shandor", written in a cursive style.

Paul Shandor-Secretary



St. Clair Halloween Parade Committee  
St. Clair, Pa. 17970  
2023

Dear Mr. Mayor and Members of St. Clair Borough Council,

The 62 nd Annual Halloween Parade is being planned to take place on Wednesday, October 18, 2023, (Rain Date - October 19), starting at 7:00 P.M. We are asking permission to hold the event in the borough. In the past you also informed the St. Clair Police of the event so they could plan for extra manpower and for area fire police to help with crowd and traffic control.

The insurance policy for the parade will be purchased through Holden Insurance, a copy will be sent to the borough office.

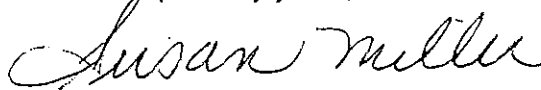
There will not be door to door canvassing this year. The parade committee will be holding various fundraising events to help defray parade costs. Registration for individuals, floats, groups and other parade participants will be held on October 11 and 12 from 5-7 PM at Borough Hall - with your permission.

The parade route: Begin at Industrial Park Road, proceed North on Second Street to Hancock; turn right onto Front Street where it will disband. The judges stand will be on Second Street in front of the Police Department. We have used the borough sound system and microphone on the stand, we have in the past requested extra lighting in the area if possible.

This parade has been one of the largest in the area, we thank you for your continued support in making this event a success.

If you have any questions or concerns please contact either Susan Miller (570-622-6056) or Bonnie Baker (570-429-2272). Thank you.

Respectfully yours,

A handwritten signature in cursive script that reads "Susan Miller".

Susan Miller and the  
Saint Clair Parade Committee

August 21,2023

Dear Council Members,

Hello! My name is Lou Anne Bachert and I own a rental property in town at 310 S Front Street. Thank you all in advance for taking a few moments to consider my concern.

The neighbors that live next door to the unit have two medium to large dogs. My current tenants had contacted me about the dogs and expressed their safety concerns. When I recently stopped by to inspect my rental, I went to step outside to take a look at the back yard , and was instantly met by barking dogs. There is a 4 foot chain link fence that separates our properties and they were on their side of fence. However, upon seeing them I immediately stepped back into my rental and decided to not perform the task that I had set out to do. I was scared and was not willing to risk them jumping the fence that adjoins our properties. I at once understood the concern for safety that my tenants had expressed.

I decided to stop into the borough office at that point to see if anyone could help us with this situation. I had a very nice conversation with your code officer(I apologize I do not remember her name). My understanding from the conversation was that there is no ordinance that addresses fences and dogs in St Clair at this time.

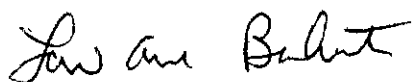
This brings me to why I am writing. I am very concerned about the safety of my tenants. They want to use their back yard , but are afraid of the dogs next door. There is currently a 4 foot chain link fence that separates our yards. Due to the size of their dogs and aggressive behavior, it is my fear that this barrier is not adequate to contain them, if for some reason the dogs decide to leave their yard.

It is my firm belief that if folks are going to own pets, it is their responsibility to make sure their dogs are contained in their yard in a safe, adequate and secure way. My tenant and his family, including a baby, should never have to fear entering their own back yard. Residents walking the streets of St Clair should never have to fear that a dog is going to jump a fence and possibly attack them.

I am hoping that there can be an ordinance put in place that all dog owners must install a fence. And not just any fence, but a fence that is private, tall, and secure enough to ensure the safety of neighbor and all residents of St.Clair.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Lou Anne Bachert". The signature is written in a cursive, flowing style.

Lou Anne Bachert