

**MINUTES OF THE  
TOPTON BOROUGH COUNCIL  
Monday August 24, 2020**

Members of the Tipton Borough Council met on Monday August 24, 2020 at 7:00 P.M. for the regularly scheduled monthly meeting both in person and virtually via Zoom. The meeting was called to order by Council President Mr. Bower with the Pledge of Allegiance.

Roll call was taken and the following members were present Mayor Biltcliff, Ms. Kunkel, Ms. Lorah, Mr. Bower, Mr. Beck, Mrs. Moll, Mr. Stauffer and Mr. Jost. Solicitor London and visitors were also in attendance.

Council President Mr. Bower announced there was an executive session held prior to the regular borough council meeting to discuss personnel.

**APPROVAL OF MINUTES**

Council President Mr. Bower noted that the approval of minutes from the August 24<sup>th</sup>, 2020 meeting will be tabled to the September 14<sup>th</sup>, 2020 meeting.

**POLICE REPORT**

No Report

**HEARING OF VISITORS**

Mrs. Michelle Stoudt asked council what is the status of the park and when would it open to the public. Mr. Bower noted Mrs. Stoudt also asked what mitigation will take place to prevent carpenter bees from causing damage to the new pavilion. Mr. Bower noted there is no plan in place but he will look into it and discuss it at the next park meeting. Mrs. Stoudt requested the amount of the quote received for the dog park and how much has been received in donations to this point towards the dog park. Ms. Lorah stated it was \$9,000.00 for the fence and as for donations roughly we currently have \$2900.00.

Mr. Bob Rauenzahn asked if this meeting was advertised. Council informed him that all meetings are advertised at the beginning of the year. Mr. Rauenzahn also asked when the new manager will be starting. Mr. Bower stated he won't know the start date until he contacts the newly appointed manager and they give him a date after notice is given at their current job.

Mr. Patrick Rauenzahn asked when and where the band shell is going to be constructed. Council informed him the plan is to build it at and that there are no plans as of now of when this construction will take place.

Ms. Carol Cook asked if the trees, shrubs and plants that are being planted throughout the new park. Borough Council responded they will check with our park engineers to confirm that information. Ms. Cook also asked if second council meetings are only workshops or if they can also be regular council meetings. Ms. London noted that there is no difference between a workshop and regular meeting and that there are no ordinances going to be adopted at this meeting.

Ms. Alane Falcone asked if newly elected or appointed council members go through any training of orientation. Ms. London noted there is no law requiring officials to attend training but there are classes offered through Albright Center of Excellence. Ms. Falcone asked of the 7 council current council members which have received this training. Ms. Lorah and Mr. Stauffer both noted they have gone through training courses. Ms. Falcone also asked Solicitor London what her responsibilities are as the borough solicitor. Ms. London noted that her responsibilities are all in the borough code listed under borough solicitor. Ms. London also stated that she is to handle legal matters that come up within the borough.

### **COMMUNICATIONS**

No Report

### **MAYOR'S REPORT**

No Report

### **SOLICITOR'S REPORT**

No Report

### **COMMITTEE REPORTS**

#### **Public Affairs Committee – (Ms. Kunkel)**

Ms. Kunkel questioned if the Labor Day Parade was still happening. Ms. Kunkel and Mr. Bower both stated they had not heard if the parade was still on.

#### **Personnel Committee – (Mr. Stauffer)**

Mr. Bower discussed the interviews and candidates for the position of Borough Manager. Mr. Bower announced the hiring committee narrowed it down to two candidates after all interviews for the position, Ms. Stacy Milo and Mr. Stephen Reider. The salary for this position will be in the amount of \$75,000 and \$80,000 after a 6 month probationary period. This will also include the full benefit package as offered to all employees as well as 2 weeks' vacation for the first 1-1/2 years, 3 weeks' from 1-1/2 years till 5 years and 4 weeks' after 5 years.

After discussion of the interviews and candidates for the borough manager position the following public comment and questions were asked.

Mrs. Micelle Stoudt asked if either of the final two candidates are local to the area. Council responded Stacy Milo is from Longswamp Township and Stephen Reider is from Phillipsburg. Mrs. Stoudt also asked about both candidates previous experience and if any of it included Finance.

Ms. Carol Cook also asked council about where about both candidates live. Ms. Cook also asked council how many candidates were interviewed. Mr. Bower said there was 26 candidates and they interviewed 10. Ms. Cook also asked if the advertisement for the position of Borough Manager noted all the qualifications required for applying for the position. Council responded that all information was included in the advertisement.

Ms. Alane Falcone asked council if all council members interviewed the candidates and if not who interviewed the candidates. Mr. Bower noted there was a hiring committee created which included himself, Ms. Lorah, Mrs. Moll and Mr. Stauffer that interviewed the candidates. Ms. Falcone also asked if all council members were given the opportunity to ask the candidates questions. Mr. Bower noted that opportunity was not given.

Mr. Stauffer made a motion to open the voting for a new Borough Manager. Mrs. Moll seconded this motion passing unanimously. The vote was as follows for Ms. Stacy Milo:

Ms. Lorah – yes

Mr. Stauffer – no

Mrs. Moll – yes

Mr. Bower – yes

Mr. Beck – yes

Ms. Kunkel – yes

Mr. Jost – no

Ms. Stacy Milo was voted in as the new borough manager with a 5 to 2 vote. No vote was taken for Stephen Reider.

Mr. Stauffer discussed placement of employees and desks in the Borough office that he would like the borough manager to be visible to the public when they come in. After further discussion it was noted this will be put on hold until the new borough manager begins and can be included in this discussion.

**Finance Committee** – (Mrs. Moll)

Mrs. Moll made a motion to make a one-time payment to Sherry Palinkas in the amount of \$2500, and \$1000 to Trynda Schoonover for extra temporary staff duties in the absence of a Borough Manager. Ms. Lorah seconded this motion and the motion did not pass with the following vote:

Mrs. Moll – yes

Ms. Lorah – yes

Mr. Stauffer – no

Ms. Kunkel – yes

Mr. Bower – no

Mr. Beck – no

Mr. Jost - no

**Property Committee** – (Mr. Jost)

Mr. Jost discussed the tree that needs to be removed at a private property at the corner of Klein Avenue and Barkley Street. The property owners have been sent a letter from Barry Isett & Associates after their review of the tree requesting for the tree to be removed.

**Parks & Recreation Committee** – (Mr. Bower)

Mr. Stauffer made a motion to select Traffic Planning & Design as the inspector for the TASA Project. Mr. Beck seconded this motion passing unanimously.

Mr. Stauffer discussed with council the condition of Oak Alley and the damage that has been created from the park project. Mr. Stauffer also requested that the steps, rocks and plants leading into the park be revitalized.

**Streets Committee** – (Ms. Lorah)

No Report

**Utility Committee** – (Mr. Beck)

No Report

**ENGINEER'S REPORT**

No Report

**OLD BUSINESS**

None

**ADJOURNMENT**

Council adjourned at 7:43PM on a motion by Ms. Lorah, seconded by Ms. Kunkel.

Next Borough Council meeting will be held on September 14<sup>th</sup>, 2020 at 7:00PM.

Respectfully Submitted  
Sherry Palinkas  
Administrative Assistant