

SELINGROVE BOROUGH COUNCIL MEETING

MONDAY, OCTOBER 2, 2006 - 7:00 P.M.

COUNCIL MEMBERS PRESENT: Pres. C. Handlan, V. Pres. W. Reuning, C/P D. Anderson, C/P M. Inch, and C/P D. Mengel

COUNCIL MEMBERS ABSENT: C/P J. Herb, C/P W. Hetherington

OTHERS PRESENT: Solicitor R. Cravitz; Mgr. J. Bickhart; Mayor P. Carroll; Police Chief T. Garlock; Borough Treasurer Sheri Badman; Recording Secretary Dawne Long; DH&L Representative Ken Stettler; Daily Item Reporter Asten Smith; Borough Residents Joseph and Margaret Siro; Former Philipsburg Main Street Manager Matt Price; Former Selinsgrove Mayor Don Bower; Shade Tree Commission Chairman Karl Maul; SPI President Judy Spiegel

OTHERS ABSENT: None

CALL MEETING TO ORDER:

Pres. Handlan called the meeting to order at 7:00 P.M. Mgr. Bickhart called the roll.

REVIEW AND APPROVAL OF COUNCIL MINUTES FROM MEETING OF SEPTEMBER 5, 2006:

Motion by C/P Reuning to approve the minutes as presented. Seconded by C/P Mengel.

AYES: FIVE (5)

NAYS: NONE

MOTION CARRIED

VISITORS TO BE HEARD:

DH&L Fire Company, Ken Stettler – Ken reported there were 38 incidents in August as follows: 14 automatic alarms, 1 brush fire, 4 standby assignment, 1 false alarm, 3 good intent service calls, 4 miscellaneous fires, 1 pedestrian accident, 1 local alarm, 5 vehicle accidents without extrication, 1 rescue call, 2 structure fires, and 1 water rescue recovery. The incidents occurred as follows: 1 in Chapman Township, 1 in Freeburg, 1 in Franklin Township, 1 in McClure, 2 in Monroe Township, 14 in Penn Township, 12 in Selinsgrove, 2 in Shamokin Dam, 1 in Sunbury, 1 in Susquehanna Township, 1 in Union Township, and 1 in Upper Augusta Township. The loss within the jurisdiction was \$0.00. August man hours totaled 912.

Ken reported there were 21 incidents in September as follows: 5 automatic alarms, 4 standby assignments, 1 false alarm, 2 good intent service calls, 1 HAZMAT, 1 local alarm, 4 vehicle accidents without extrication, 1 structure fire, 1 vehicle fire, and 1 water rescue recovery. The incidents occurred as follows: 1 in Middlecreek Township, 5 in Monroe Township, 6 in Penn Township, 7 in Selinsgrove, 1 in Shamokin Dam, and 1 in Upper Augusta Township. The loss within the jurisdiction was \$0.00. September man hours totaled 545.

Ken reported that DH&L is working on their 2007 budget. Mgr. Bickhart expressed concern as a civil engineer that the value of the steel building is dropping. He stated now would be a good time to sell it. Ken replied that last September after the hurricanes he had suggested trying to sell the building for a good price in the south somewhere. He stated the steel is currently salvageable. Some pieces are showing some rust but are not pitted to the point that they cannot be blasted and re-primed. DH&L had locked into the price of \$118,000 to buy the steel, siding, roof and roof plating just before steel prices went through the roof. With the inflation of the price of steel Ken hopes to recover the purchase price.

Borough Police Chief, Thomas Garlock – Presentation of Police Report for August 2006 – Chief Garlock noted that there were 87 total crimes reported for the month of August, with 545 calls for service.

This includes the first two weekends of operation of Susquehanna University. The September calls for service are higher at over 640. These rates are higher than last year. Homecoming weekend was busy but not as busy as expected. It has rained at least one day of every weekend for the month of September which limits the police department's visibility and encounters. Chief Garlock stated that the number of parties, the number of people on the streets, and the number of encounters the police are having are higher than in prior years, but the number of civilian complaints is lower. Some of this may be attributed to people who had previously made calls no longer being in the area; however, the fact that this is not normal concerns Chief Garlock. Mgr. Bickhart stated that people need to be reminded to call the police department with concerns.

Pres. Handlan stated she is looking for ways to generate revenue for the Borough and to increase police services. There has been no cooperation from surrounding communities, the University and the school district. She is considering asking people to pay for police services, just as they pay for ambulance services, if the police answer a call outside their jurisdiction. Solicitor Cravitz stated there are mutual aid agreements in place and if the other police departments respond to Selinsgrove they do not charge for this. Pres. Handlan stated there are no police in Penn Township, Monroe Township or the school district. Solicitor Cravitz replied that the school district is within the Borough's jurisdiction. He stated a fee schedule could be arranged with Susquehanna University in cases where Borough police have to go onto university property. Pres. Handlan stated she was thinking more of charging individuals or the families of students whose actions necessitate police services. Solicitor Cravitz stated this would have to be part of the prosecution and the judge would have to impose those costs. Chief Garlock stated that having people pay for services has been tried in other places but he does not know whether it was upheld in the courts. C/P Inch stated he has looked into what other colleges and universities give to their communities and most are substantially more than what Susquehanna gives. He stated he hopes that when the time comes Susquehanna will make a larger donation to the Borough.

Margaret Siro questioned why Chief Garlock is concerned with a lower rate of complaints from citizens. Chief Garlock explained that with activity the same or higher, he would expect to see more calls for service from the public. He is concerned about citizen apathy or that the citizens feel as though the police are not adequately addressing problems so they feel no need to call. He stated it causes concern when he sees a trend that should be higher. Mrs. Siro stated that in their situation they have to call the state police for activities across the street from them which are in Penn Township, or they call Tom Rambo at the University. She asked how Chief Garlock finds out about those calls. The Chief reported that he would not know about those unless the public safety office told him. He stated unless people call at the time they need service the police cannot do anything about it. He does not want people to complain a few weeks after the fact that nothing was done.

Matthew Price, Community Relations Manager, Greater Susquehanna Valley Chamber of Commerce, speaking on the Main Street Manager Program – The Greater Susquehanna Valley Chamber of Commerce website states that Matt Price is the community relations manager and is responsible for supporting a variety of Chamber communities including downtown affiliates, Business and Education, Susquehanna Valley Rally, Susquehanna Valley Young Professionals, and Young Americans. Matt is also the director of Leadership Susquehanna Valley. He received a bachelor of science in business administration with management and marketing majors from Clarion University. Prior to coming to the Greater Susquehanna Valley Chamber, Matt was employed as the Philipsburg Main Street Manager, was an instructor at Dubois Business College, and was a district and senior district executive for the Boy Scouts of America. He is on the board of directors of the Columbia/Montour Visitors Bureau and is an advisory board member for McCann School of Business and Technology. Matt is addressing Council tonight regarding his experience as a Main Street Manager.

Matt reported that he was the Main Street Manager in Philipsburg for a little over four years. A couple of months ago he gave a presentation to the Selinsgrove Chamber of Commerce about the life of a Main Street Manager and what the job entails. He stated a Main Street Manager does not have a typical day, but he was here to explain what a typical month entails.

In the first week of the month, Matt produced a newsletter or mass mailing on behalf of the Philipsburg Revitalization Corporation, which was the private, non-profit organization administering the Main Street Manager program. He would also prepare financial statements and prepare for the committee meetings to be held during the second week of the month. Also in the first week of each month he would report to Borough Council. Any time he took vacation he would schedule it for this week. Matt would hand deliver the newsletters around the downtown area, giving him some face time with the downtown merchants in order to hear their concerns. The financial reports consisted of the payroll for himself and the part-time administrative assistant that was required by the Main Street Manager program grant.

Matt stated that in Philipsburg the second week of the month was committee week. The Main Street Manager program is organized into four committees: the Economic Restructuring Committee, the Organization Committee, the Promotion Committee, and the Design Committee. The Economic Restructuring Committee brings new businesses to town and helps to support the existing businesses that fit the market and the vision for the downtown. The Main Street program is not like the Chamber of Commerce, which is designed to support every business in the downtown. The Main Street program has a vision for the downtown; the program works to support the businesses that fit that model and to help augment them with other businesses that fit that model and market. In some cases there may be businesses that are left out of the loop for a number of reasons. That is why this is called the Economic Restructuring Committee and not economic development. At this meeting business leads are discussed and follow-up is assigned to the volunteer committee members. Businesses needing assistance are discussed. The committee makes sure that the market statistics and market research are kept up to date. The Organization Committee looks at the financial structure and the volunteer structure of the organization. At this meeting the Friends of Main Street campaign, which solicits pledges from the community and the businesses in the area, is discussed. Upcoming fundraising events and volunteer development needs are discussed. Follow-up is assigned. 3) The Promotion Committee discusses upcoming events, such as SPI's Market Street Festival. The task of this committee is to bring customers to the downtown. They work with cooperative advertising, getting businesses to pull together for more effective advertising. The committee develops cross promotions to get people to move from one store to another, such as Kleinbauer giving their customers a coupon for a free slice of pie when they buy a meal at BJ's. The Design Committee is the one that most people associate with the Main Street program. The community receives façade money through a state grant called a Design Challenge Grant. In Philipsburg this involved a two-phase application. A building owner who wanted to do improvements to the façade of the commercial building would submit an application showing their plans. The plans would be reviewed with input from the Design Committee regarding whether the plans worked with the historic architecture of the building or were complimentary to the surrounding buildings. The Design Committee would give approval of the plans as submitted and the property would receive up to \$3,500 in grant money that could be matched dollar for dollar. If a total project is \$7,000 or more then it can receive up to \$3,500 in façade grant funds. If the project is less than that then the grant funds would be 50%. The façade grant committee is different from a historic architecture review board or a planning commission. A historic architecture review board has the power to say a project cannot be done in a historic district. The planning commission also has the legal authority to deny a project. The Design Committee administers the façade grant funds but does not have the power or the legal authority to deny a project. They can only say that if a project is done their way they will supply money to help pay for it. If a business does not do it the Design Committee's way then the business pays for the project on its own. The Design Committee reviews what money is left and then reviews final applications that come in after projects are completed. A check is cut to reimburse a property owner for his work and if there is still money left after the final applications are approved then they review new pre-applications. The Design Committee also chooses amenities for streetscape improvements, such as lamp posts, benches, planters, garbage receptacles, and all things between the building façades and along the street for pedestrians to use. The committee holds an annual design workshop, working with the Pennsylvania Historical Museum Commission and other organizations such as Penn State to do architectural designs with the property owners and the merchants.

Matt stated that the third week of the month was the Board's Executive Committee week. He also attended meetings for town festivals which were outside the scope of the Main Street Manager program. The Executive Committee, consisting of four officers of a board of 15 and two board members at large, is

charged with personnel issues. They do performance reviews of the Main Street Manager, discuss salary, time off, vacations, benefits, and review the strategic plan progress. For the Main Street Manager Program, the community must submit a five-year plan for the downtown, which is reviewed every month at the Executive Committee and Board meetings. The Executive Committee also plans the agenda for the Board meeting. The community sees the Main Street Manager as the professional who gets paid to work for the downtown. Any time there is an event downtown, even if it isn't a revitalization event, the community looks to the Main Street Manager and assumes that he has time to do the work. However, this was not always the case. Matt stated that with outside organizations he was very diligent to take a specific role in the committee and stay within that role. He would take a chairmanship or a mini chairmanship, being very careful not to become an executive director of other organizations because that is not what he was paid to do. Matt stated because his job was to be the public face of the downtown he made it a point to get out of the community at least once a month, going to Chamber Business After Hours in the State College area or the Clearfield area. He would attend the Pennsylvania Downtown Associations managers' meetings on a quarterly basis and he would go to regional tourism meetings. This was to get out of the community to see what was going on in the outside world in order to avoid tunnel vision.

Matt stated that during the fourth week he prepared and distributed the Board packets and the Board meeting would be held. He made sure the volunteers on the Board were staying involved with the actions items. Committee reports are made this week, the strategic plan is reviewed, and old and new business is taken care of. Matt would research the grants that were available for different projects downtown and he would work on the applications. In many cases this was done in conjunction with the Borough. Matt stated he worked very closely with the Borough Manager in looking for grants because a lot of times the municipality had to be the applicant.

As needed during the month, the Main Street Manager meets with new business prospects. Depending on what stage of their business planning process they are in, they could be referred to the Small Business Development Center or be provided with landlord phone numbers or realtor contacts. Matt stated that a Main Street Manager is often familiar with the downtown real estate, but he has to be careful not to fall into the legal trap of showing properties to someone who is interested in buying a building. Unless the Main Street Manager is a licensed real estate agent in the Commonwealth of Pennsylvania, this is illegal to do. Matt stated he would often tag along as a realtor was showing a building in order to give value-added comments, but it is a licensed realtor's job to sell a building. Other projects the Main Street Manager might be called upon to do include ribbon cuttings for new businesses that are opening downtown, writing and sending out press releases, dealing with complaints from people about something that the organization or the Borough is doing, and speaking at various agency functions such as Rotary, Kiwanis and other outside organizations.

Matt stated that Philipsburg still have an active Main Street Manager program. During his tenure he was successful in bringing in 19 new businesses to the downtown. During that time 12 businesses were lost, resulting in a net increase of 7 businesses. C/P Anderson asked what kind of help the Main Street Manager provides to businesses that are in trouble. Matt replied that he had a close working relationship with the Small Business Development Center. He would give referrals to the SBDC, encouraging the struggling businesses to make the call themselves. The Main Street Manager is not responsible for helping a business develop its business plan, but he could refer them to an organization that could help them. Pres. Handlan asked where the Main Street Manager's office was located in connection with the Borough. Matt stated his office and the Borough office were in separate buildings. His office had its own leased space from a downtown landlord. The program in Philipsburg started before he was the Main Street Manager and at that time the office was located with the Chamber of Commerce, whose office was not downtown. After about a year they decided they needed a presence downtown so they worked out a lease arrangement with a downtown landlord. He stated an office with the Borough was never discussed but there was nothing that would preclude it. Matt stated there could be benefits to that. The work of the Borough and the work of the Main Street program intersect in a number of places, but they are truly different. The Main Street program looks at the commercial viability of a building whereas a Borough, with a planning commission and code enforcement, looks at the structure of a building. Matt stated that he met with or spoke on the phone to the Borough Manager about two to three times a week.

Pres. Handlan asked how a Main Street Manager would go about attracting businesses to vacant buildings in a downtown. Matt replied that this process starts with knowing the market by doing market research. Every market is different. Some markets such as Lewisburg and State College have vibrant artisan communities. Other communities such as Jim Thorpe are more tourism oriented. Some communities have a financial or banking base. Attracting businesses depends on what the market is and, based on demographics, what it could be. The community needs to have a vision that is supported by all the organizations, SPI, the Borough, the historical society, the Kiwanis, the Rotary, the Lions Club and the other organizations. Once the vision and market research are done then finding businesses to move into the community is a lot simpler. Matt stated Philipsburg joined the Pennsylvania Retailers' Association, which supplied him with 6,000 business leads throughout the state. These were sorted into categories and at each monthly meeting they would take a category that was a good fit for their market and go after the leads. C/P Inch asked about the employment aspect of the Main Street Manager program. Matt replied that his job was full time and there was a part-time administrative assistant who worked at least 15 hours a week, according to the state requirement. He stated the salary varies and he would suggest the Borough contact the Commonwealth's Department of Community and Economic Development, which does a salary study at least every other year. Reporter Asten Smith asked about grants that the Main Street Manager applies for. Matt replied that there are various sources, including state grants, federal grants, community foundation grants, and utility companies. Philipsburg qualified for Department of Agriculture grants because they were a rural community.

In response to a question from C/P Anderson, Judy Spiegel, SPI president, reported that Selinsgrove's Main Street Manager application was submitted a few weeks ago. She also gave a copy to Senator Gordner for his help with the Department of Community and Economic Development and to answer any questions they might have. The application is working its way through the system and there is no specific date that an answer is expected.

Judy Spiegel, Selinsgrove Projects Inc. – Judy reported that the Market Street Festival went very well. Many of the food vendors sold out. The conceptual plan was displayed at the booth that SPI and the Selinsgrove Chamber of Commerce shared. There was a lot of interest expressed by people regarding the plan. White Christmas is being chaired by Dustin Kline this year and work is proceeding on that.

Don Bower regarding stop sign – Mr. Bower asked if he could have a stop sign behind his beauty parlor salon at Pine Street and Strawberry Alley. There used to be one there but it was flattened by a construction truck. Mr. Bower stated at the Borough's request he tore down a shed to make a parking lot. Without the stop sign there, the construction trucks come down the alley, cut the corner on his parking lot and break up his concrete. If a stop sign cannot be put back he would like some holes drilled so he can put in three metal posts filled with concrete to stop the trucks from cutting across his parking lot. He stated one of his employees had her car damaged and there have been three accidents at this intersection in the past year. Pres. Handlan asked why the previous stop sign was not replaced and Mgr. Bickhart replied that there was no ordinance for the stop sign. He stated each specific stop sign in the Borough is listed in an ordinance but this one was not. He stated there are similar intersections along Strawberry Alley which could also be addressed and evaluated by the Safety Committee. Pres. Handlan stated she will refer this issue to the Safety Committee.

Mr. Bower stated that he saw in the paper that the Borough is considering hiring a criminal investigator. He is strongly in favor of this. He stated when he was mayor Lieutenant Graybill was a full-time investigator. He also worked one weekend a month and would fill in on night shifts. An officer cannot work a little bit of criminal work and then have to leave for a barking dog or a traffic violation. Chief Garlock understands this, as at one time he was a criminal investigator with the Sunbury Police Department. Mr. Bower stated when he was mayor there were five full-time officers plus Lieutenant Graybill. Mayor Carroll stated that Chief Garlock has two officers with some experience in investigation who will help with the backlog. Mr. Bower suggested looking into a state grant to send the officers for training.

Karl Maul, Chairman of Shade Tree Commission – Karl reported that the Shade Tree Commission has required two trees to be removed for public safety, one on North Front Street and the other on Pump

House Alley. The Pump House Alley tree was split in half due to a storm, the remainder of the tree was not sound, and it was determined to be a safety hazard. The Commission received two requests from property owners for tree removals. One is an unsafe tree on South Front Street that would only damage the homeowner's property if it fell over. The other is a diseased tree on North Eighth Street. Its bark is falling off and only one third of the tree leafed out. Both requests were approved. Dick Norman made a request, for which permission was given, to plant seven trees at Kidsgrove. The Shade Tree Commission hopes to work more closely with the Parks and Recreation Committee. The two trees that were recommended for removal on the Susquehanna Avenue project have been removed. Some trees that the arborist recommended having pruned have been pruned by Dincher and Dincher, certified arborists from Williamsport. The Shade Tree Commission is finalizing their budget items and is working on a web page to be included on the Selinsgrove web page or to be linked from it. In order to streamline the permitting process, the permit will be put on the website so that it can be filled out online and sent in. The Shade Tree Commission is working on regulations for what types of trees to plant, where they can be planted, when they can be planted, and what if anything can be attached to them. The ordinance for the Shade Tree Commission does not go into that much detail. One line in the ordinance states that one of the duties of the Shade Tree Commission is to create and regulate such things, so they are working on a document to be given to the solicitor for his review. This will then come back to the Commission for their review and then forwarded on to Council for their approval. After that it will become an ordinance. Karl stated he will be attending the Pennsylvania Community Forestry conference to be held in State College on October 19 and 20. This organization has good opportunities for grants and gives information on how to apply for them. Karl reported that the Shade Tree Commission will be working with Professor Dan Ressler at Susquehanna University, who has a freshman this year who needs to do ten hours a week in work study. For three years this student will work on inventorying all the street trees and plantable spaces in Selinsgrove. For his fourth year the student will finalize his data. The student will focus this fall on area inside Market, University, Broad and Mill Streets. He will spread out from there and do the Isle of Que last. The inventory is important so that the Shade Tree Commission can write a plan, which cannot be done unless they know what they have and the condition of the trees. This helps with the budgeting process for maintenance, removal and planting. The four-year study will be done with University funds and hopefully some volunteers will get involved from 4-H or the FFA from the schools.

Pres. Handlan asked who is responsible for trimming trees, whether it is PP&L, the Borough, the homeowner or someone else. Karl replied that it depends on where the trees are. If the trees fall within the road right-of-way, then the responsibility for determining what gets done to those trees falls to the Shade Tree Commission. The financial responsibility for getting the work done falls to the homeowner. The Shade Tree Commission wants to take over Market Street and find the money to do the planning, the maintenance, and selecting trees that will give a certain feel or look to the street. The streets that branch out from there and those in the residential areas will be left up to the property owners. Karl stated he has included in his budget request a way to build up money to assist property owners with trees that the Shade Tree Commission determines require work such as pruning, removal, or the services of a certified arborist. Karl stated the Shade Tree Commission also wants to address PP&L's custom of topping trees that cross their wires. Most utilities in the Borough are in the alleys and the Shade Tree Commission does not have much jurisdiction in the alleys. Karl hopes to be able to work with the utility companies and their contractors in the future. Mayor Carroll stated the university student will be using a GIS system. Karl stated this system can make a map to overlay onto a property map in order to determine who owns a specific tree or where the rights of way are. You can also turn on certain trees on a map based on search criteria. This would show if there are a number of trees in one area that are in poor shape. Pres. Handlan thanked Karl for sharing all this information with Council and stated that this is the most active Shade Tree Commission the Borough has ever seen.

UNFINISHED BUSINESS FROM PRIOR MEETINGS:

Review List of Council Issues – Mgr. Bickhart reported that Council needs to begin to talk about an ordinance to compel people to put in the sidewalks in phase two of the program. A list will be compiled, given to Solicitor Cravitz and then to Council at the meeting. Very few people have not complied with the sidewalks. There are still issues with Middleburg Yarn, which does not feel that they should have to do any more, and with Ott Packaging at Spruce Street from Water Street to Pump House Alley, which does

not feel the need to put in sidewalks. Mayor Carroll stated that the school district complied with extending the sidewalks on 18th Street.

Regarding the Weiser Run situation, a meeting has been set for Wednesday at 10:00 to have a discussion between Mgr. Bickhart, John Coukart, and Randy Varner. Unfortunately, the school district's contractor will not be able to attend.

COMMITTEE / COMMISSION / BOARD REPORTS:

FINANCE & BUDGET COMMITTEE: C/P Inch, Chairman

Payment and Ratification of Bills

Motion by C/P Inch to pay the bills. Seconded by C/P Reuning.

AYES: FIVE (5) NAYS: NONE MOTION CARRIED

Statewide Tax Recovery, Inc. - Exoneration Requests – None to consider

Minimum Municipal Obligation (MMO) Worksheet and the Determination of State Aid for the 2007 Uniformed and Non-Uniformed Pension Plan – Mgr. Bickhart reported that the program requires that this be officially shared with Council. He stated both the police and non-police pension plans are sound and well funded. The Borough will be able to adopt a resolution in December indicating that they will pay the employees' contributions toward the pension plan for 2007.

PUBLIC FACILITIES & SERVICES COMMITTEE: C/P Reuning, Chairman – No Report

BOROUGH ADMINISTRATION / PROPERTY AND EQUIPMENT: C/P Mengel, Chairwoman

Consideration and Discussion of "Draft" Agreement pertaining to future disposition of recyclables – Mgr. Bickhart reported that he and Janet spoke with another provider similar to J.A.W.S. However, this vendor only handles steel and aluminum. They would broker the other products to other brokers, which is too complicated. The proposed agreement puts into words a trial arrangement with J.A.W.S. for one year to see how it works. Mgr. Bickhart stated he put all the conditions in that he could think of in order to make a reasonable agreement in terms of what the Borough would expect so that if those expectations are not realized the agreement will be terminated and the Borough will go back to what they were doing before. This agreement should allow the Borough to benefit more from the recycling, providing all the pulls at a satisfactory schedule and at no cost to the Borough, plus a payment of 1¢ per pound for some of the products. Mgr. Bickhart reviewed the agreement with Wes Workman from J.A.W.S. and he is satisfied with the terms and conditions. Solicitor Cravitz stated he is also satisfied with it.

Motion by C/P Mengel to enter into an agreement with J.A.W.S. to deal with the Borough's recyclables. Seconded by C/P Anderson.

AYES: FIVE (5) NAYS: NONE MOTION CARRIED

C/P Mengel suggested reviewing the agreement in time to get out of it if necessary before it automatically renews. She also reported her Committee is working with the library on security issues. There will be a meeting on October 19 to review the schematics for changes to the current building.

COMMUNITY ACTIVITIES AND PUBLIC AFFAIRS: C/P Herb, Chairman – No Report

PERSONNEL MANAGEMENT COMMITTEE: C/P Anderson, Chairwoman

Notice of employment of Corby Bowersox for the Director of Public Works position – C/P Anderson reported that Corby Bowersox started today. He has been invited to the next Council meeting so that the

Council members can meet him. She stated an appropriate celebration needs to be planned for Gary's retirement, possibly on December 15. A resolution will need to be written for Council's adoption. Mgr. Bickhart stated an appropriate gift will be found for Gary's many years of service. Sheri stated she will check with the crew to see what they suggest as far as a party and a gift.

PUBLIC SAFETY COMMITTEE: C/P Hetherington, Chairman – Mgr. Bickhart reported that a meeting is scheduled for next Monday.

PLANNING COMMISSION: Earl Moyer, Chairman – No Report

ZONING HEARING BOARD: Glen Rohrer, Chairman – No Report

CIVIL SERVICE COMMISSION: Dalton Savidge, Chairman – No Report

PARKS AND RECREATION BOARD: Richard Norman, Chairman

Mgr. Bickhart reminded Council of the Multi-Municipal Comprehensive Recreation, Parks and Open Space Plan Advisory Committee meeting to be held October 19, 2006 at 7:00 p.m. at Penn Township. He stated this is a very slow process, but it is moving forward.

Pres. Handlan urged Council to go down to the Anthony Selin Park to see the new Life Trail.

BOROUGH ADMINISTRATIVE REPORTS:

MAYOR: Pete Carroll – Mayor Carroll reported that the family of Justin Dreese, who was killed in action in Iraq, had a large article in the newspaper thanking everyone who participated in the funeral services. DH&L was mentioned in the article.

Mayor Carroll also reported that due to the backlog on some cases, Chief Garlock is looking into ways to have his personnel work investigations. In order to raise revenues the Borough might look into a cost sharing arrangement with Penn Township similar to DH&L's arrangement with them. Other police departments contract with municipalities for an hourly rate. Pres. Handlan stated that since the budget is coming up now is the time to come up with something. Solicitor Cravitz stated Middleburg is a prime example of contracted services. They have them with Franklin Township, Freeburg, McClure, and Beavertown. Mayor Carroll stated that Selinsgrove is obligated through the shared services that they participate in. Some boroughs do not allow their officers to cross out of their jurisdiction, but that can hurt the officer who needs assistance from someone outside the municipality. Pres. Handlan stated shared services are fine when there is a service to share with. However, Penn and Monroe Townships have no police force. Mayor Carroll stated that there is legislation moving through the system whereby the State Police could charge \$100 per head for households in areas that do not have police protection. Mgr. Bickhart stated if this happens Selinsgrove could charge \$75 per person and the surrounding townships would turn to Selinsgrove for their police services. Pres. Handlan stated that C/P Inch and Sheri have done research into what is being charged in other college communities for comparison purposes at budget time.

BOROUGH SOLICITOR: Robert Cravitz

Report on Requested Appeal of Real Estate Assessments for Harold and Ann Schriver and for Thomas and Ginger Ryder – Solicitor Cravitz stated the Schrivens and the Ryders have appeals with the Snyder County Board of Assessment scheduled for October 5. The Schrivens' property is assessed at \$182,080 but has been appraised at \$139,500. The Ryders of Mifflinburg recently purchased the former Mr. Kelly's Towne Tavern at auction for \$52,000. The property is assessed at \$162,570. The Ryders did not provide an appraisal but feel the fair market value is \$52,000. Council objected to this low figure. Solicitor Cravitz stated that after the assessment board acts on these appeals, Selinsgrove can appeal any of the rulings. Sheri reported that after renovations are completed, the Ryders will have a bakery downstairs and apartments upstairs.

Consideration of proposed Ordinance # 749 pertaining to the loading/unloading zone for Keller's Beer Distributors – Solicitor Cravitz reported that this has been properly advertised. The ordinance designates a No Parking area for loading and unloading for a distance of 58 feet in front of Keller's Beer Distributors from 9:00 a.m. to 9:00 p.m. Monday through Saturday. Mgr. Bickhart stated the Borough will put up two official signs along the street to mark the loading/unloading zone.

Motion by C/P Mengel to adopt Ordinance # 749. Seconded by C/P Inch.

AYES: FIVE (5)

NAYS: NONE

MOTION CARRIED

Handicapped Parking Spaces – Regarding a request made at the last Council meeting, Solicitor Cravitz stated that his research has shown these spaces to be problematic in communities that have them in that once one is approved then it seems as though everyone wants one. One municipality has nearly 400 of these parking spaces throughout their community. McClure granted approval for one person and now they have five or six. Beavertown approved one and now have four or five. Mgr. Bickhart stated that the City of Sunbury has a self-induced two-year moratorium on them because they became such a problem. He stated that if Council does entertain this idea, they need to establish a list of conditions so it cannot be an open door for every handicapped person who wants to park on the street. He stated that parking spaces on the street are scarce and even though Council has compassion for handicapped people, giving even one parking space away can present problems. Pres. Handlan stated Council grants waivers to businesses who do not have parking spaces and she feels Council needs to consider people who have no off-street parking available to them, such as an alley or a driveway to park in. Council could also require that the person own the property. Solicitor Cravitz stated that if Council enters this realm and denies someone's request, then they may have to go through an appeals process giving the person due process. The Borough would have to honor any handicapped license plate or placard and not differentiate by stating that one person is not as handicapped as another. It was discussed that in the case in question, there are two handicapped people living in the house, with no off-street parking available to them, and they have a significant parking problem due to the fire house, Keller's Beer Distributors and student housing all nearby. Sheri stated that she spoke with Gary about this, and he pointed out that there is a public parking lot directly across the street and there is a handicapped space there. Perhaps an additional handicapped space in the parking lot would be a satisfactory solution. Mgr. Bickhart stated the Safety Committee will be looking into this request at Monday's meeting. Mayor Carroll asked if a handicapped person with a scooter could demand a curb cut in front of their house. Mgr. Bickhart stated curbs and sidewalks are the responsibility of the property owners. He stated that after the article was in the newspaper after last month's meeting no one else has called the Borough office to inquire about a handicapped parking space at their residence. C/P Mengel stated that parking problems apply to any public on-street parking, not just to handicapped people. Many people, including a friend of hers, cannot park in front of their own homes because other people park there.

BOROUGH ENGINEER: J. A. Coukart & Associates

Update on pending projects – Mgr. Bickhart reported that bids have been received and opened for phase two of the downtown streetscape. The amount of grant money is \$230,000. The low bidder was Wyoming Electric and Signal, Inc. at \$215,550. Coukart recommends the bid be awarded to the low bidder conditioned on the concurrence of PennDOT and review and approval by the engineer and the solicitor.

Motion by C/P Anderson to accept the bid of \$215,550 from Wyoming Electric and Signal Inc. with conditions as noted. Seconded by C/P Reuning.

C/P Mengel asked if Wyoming Electric had bid on phase one and Mgr. Bickhart replied that they are a new bidder. They are pre-qualified through the PennDOT process to do this type of work. C/P Reuning suggested going with Beck Electric because they did the first phase. C/P Anderson replied that Council is required to go with the low bid as long as the bidder is qualified.

Pres. Handlan called for a vote on the motion.

AYES: FIVE (5)

NAYS: NONE

MOTION CARRIED

Recommendations on modifications to Bid Specifications pertaining to Prequalification of Bidders

– Mgr. Bickhart reported that he asked John Coukart in August to make some recommendations on this but he has not heard back from him yet. He stated he will remind him that Council would like the issue cleared up as to whether a contractor does or does not have to have prime contractor prequalification.

BOROUGH TREASURER: Sharon Badman

Review Treasurer's Report for September 2006 - Pres. Handlan asked if there were any questions on the Treasurer's report. Hearing none, she stated that it is on file for audit.

Mgr. Bickhart reported that the third quarter report has been generated. This is reviewed for positives and negatives and to see how the year might end up even though there are still three months left to go. C/P Mengel asked if the Borough will have trouble with the Eastern Snyder County Regional Authority. Mgr. Bickhart replied that he was advised earlier to expect a \$495,000 depreciation, which was \$100,000 above this year's. This year the Borough's share was \$395,000. The new information indicates that the depreciation is actually decreasing to \$380,000. This is good news compared to what the Borough was expecting because the Borough's share of a \$100,000 increase would be around \$30,000. The vote was close and there was much dissension in ESCRA.

BOROUGH MANAGER / SECRETARY / ZONING OFFICER: Mgr. Bickhart

Non-Police Complaint Update – Mgr. Bickhart reported there were a number of issues since the last meeting. The last item on the list shows the results of a letter that was sent to every property owner with property in the existing 100-year floodplain and a special letter written to the property owners whose property will fall in the 100-year floodplain after the new maps are adopted. He stated he wants to let floodplain property owners know the consequences of owning property in a floodplain. The Borough is trying to have the flood insurance premiums re-rated. Selinsgrove is one of only 1,800 communities across the United States that have actually applied to have the rates reduced. Based upon the first review, it looks like the Borough will be assured a 10% reduction and is now working on documentation to get to the 15% reduction level. If the Borough is successful, all the flood insurance premium payers in the Borough will have their premiums reduced across the board. The reduction is based upon enforcement, public notice, and willingness to help people. Because of the new floodplain maps, Mgr. Bickhart is making an effort to inform people by letter and via the Borough newsletter. People have started to come in and ask questions. One person came in in response to Hurricane Ivan, when he had a partial basement foundation collapse. If the Borough had enforced the ordinance in the way that they will be required to enforce it in the future, this person may have had to elevate his structure. C/P Mengel asked what the other communities across the nation are doing that are not in the 1,800 mentioned previously. Mgr. Bickhart replied that those communities are satisfied with the rates they have. Selinsgrove got into the 1,800 number because of the Luzerne County levee raising project monies that were put in a pot for SEDA-COG to do the documentation on the process without which the Borough would never have been able to afford to do this. It is a program where if a municipality proves that it administers the flood regulations the way that they are supposed to be administered, and if they notify the public of the advantages and disadvantages of the process, they can earn a lower premium because the people will be more knowledgeable and therefore their claims will be lower.

Update of PROPERTY TRANSFERS and BUILDING PERMITS ISSUED, Janet Powers, Deputy Zoning and Permit Officer – Information only

Redefinition of Keystone Innovation Zone (KIZ) for Selinsgrove Borough – Mgr. Bickhart had given Council a copy of a map to show how the Borough participates in the KIZ, which was created a year or so ago due to the efforts of Dr. Jim Brock from Susquehanna's Weis School of Business and Dr. Jay Lemons. Kurt Kissinger had made the Borough aware three years ago that the program was out there.

The intention of this program is to develop new partnerships between universities and commercial establishments, institutions or industries. As part of the program, each member municipality defines areas where buildings could be cited or where existing buildings could become locations for these partnerships. The Rhoads Mills property, the train station, and some properties in downtown Selinsgrove were first identified; however, these properties were not satisfactory and more industrial properties were sought. Rhoads Mill has now been converted to the Selinsgrove Inn. The five tracts shown on the map are being offered as potential sites for KIZ properties. They would be eligible for grant money to help them get started. The KIZ that Selinsgrove is in is a multi-municipal KIZ which includes Bloomsburg, Lewisburg and Selinsgrove along with Bloomsburg University, Bucknell University, Susquehanna University, Geisinger Medical Center, and Evangelical Community Hospital.

CKCOG Full Membership Meeting, October 26, 2006 at 7:00 p.m., Reliance Hose Company –
Pres. Handlan stated she will attend this meeting.

Concrete Pad at Recycling Center – Mgr. Bickhart reported that Gary has asked to expand the pad at the recycling center to make room for the additional recycling roll-off, which is currently parked in the dirt. Gary got a quote of \$2,500 and would like permission to expend the money. Janet has indicated that this could possibly be funded after the fact in a subsequent grant application so the Borough may be reimbursed for all or part of this at a future date. However, there is no grant money approved at this point in time. The Borough would be expending the money out of the recycling funds, where there is adequate money for this purpose. Mgr. Bickhart clarified that there are two extra roll-offs, one in the Borough and one to be kept at the J.A.W.S. site in Danville.

Motion by C/P Inch to expend \$2,500 to expand the concrete pad. Seconded by C/P Mengel.

AYES: FIVE (5)

NAYS: NONE

MOTION CARRIED

Real Estate Assessment Trends – Mgr. Bickhart reported that he has been tracking the trends in real estate assessments for Selinsgrove, Penn Township, Monroe Township, Selinsgrove Area School District with the Borough, and Selinsgrove Area School District without the Borough. His report to Council shows that over a five-year period the Borough has lost .45% in real estate values. Penn Township has gained 24.5% in their real estate values in the same period of time, whereas Monroe Township has gained 6.08%. The school district with the Borough included is 8.25% and without the Borough is 9.76%. Everything is growing around the Borough, which is partly due to the Borough having no space to grow, and partly due to reassessments which cause the assessment numbers to diminish. The amount of real estate has not changed, but the ownership of it and the assessment of it has been changing. One good change was when the nursing home went from not-for-profit to for-profit and went back on the tax roles.

Proposed \$27,000 DCED Grant application by Snyder County Libraries, Inc. for renovations to basement of Borough building – Mgr. Bickhart reported that he received a request from Betsy for the Borough's support of the library's applying for a \$27,000 grant for renovations to the basement. Mgr. Bickhart suggested including the roof work, but Betsy did not want to do that with this grant application. C/P Anderson asked if a security system for the basement could be included and Pres. Handlan stated she thought it was; however, the library has not put together a renovation plan yet. Mgr. Bickhart stated he was not sure what the \$27,000 would cover as far as the renovations, but if the library does not do their homework it could leave them in quite a mess. The library is grant eligible and will be making its own application; therefore, the Borough will not have to make the application. This is a legislative initiative grant known as walking around money, so the library should ask for the roof to be included. Pres. Handlan stated she thought this grant was through Merle Phillips. C/P Inch expressed surprise at this, as Selinsgrove is in Russ Fairchild's district and not Merle Phillips' district.

SELINGSGROVE MUNICIPAL AUTHORITY – Donald Bottiger, Chairman – No Report

EASTERN SNYDER COUNTY REGIONAL AUTHORITY – Dave Faust and Bob Dagle, Chairmen –
Report on depreciation given earlier

NORTH-EASTERN SNYDER COUNTY JOINT AUTHORITY – C/P Hetherington and Mgr. Bickhart –
Mgr. Bickhart reported a meeting is coming up soon.

NEW BUSINESS:

MAYOR – Mayor Carroll reported that there is a one-day conference he would like to attend but his budget has been expended. The cost of the conference is \$50. He stated \$1,000 a year is not enough. He stated the Council members were allotted \$500 each and some have not spent the money. Sheri explained that the money for the Council members is a different line item. Pres. Handlan stated she does not have a problem with the Borough paying the \$50 for the one-day conference. C/P Inch stated if the Finance Committee had known about the conference they could have discussed it at their meeting today.

OTHERS – Margaret Siro asked if the Borough has officially turned over the old police department downstairs to the library. Mgr. Bickhart stated that it is as official as it gets. Margaret stated it seems that there is a division between the library and the Borough. She stated she heard a rumor that the library might be leaving the Borough. Pres. Handlan stated there has been no definite decision made yet, but the library will most likely stay in the building. The grant and the renovations for the downstairs are to temporarily relocate the administrative offices. Margaret expressed concern about spending \$27,000 that will be lost if the library moves to another building. Pres. Handlan stated that it will be years before anything is finalized. There is a meeting October 19 to review the schematics for renovations to the Borough building to allow the library to stay here.

COUNCIL MEMBERS

The Council members received copies of the By-Laws from the pool board.

The properties at 304-306 East Chestnut Street have been cleaned out somewhat. Mgr. Bickhart will keep an eye on the situation.

Pres. Handlan suggested a follow-up letter to Cleon Bauman regarding the Market Street property, where demolition work has stalled.

The Selinsgrove Inn will be opened on October 16. Three rooms were finished for showing during the Market Street Festival.

There was a Shoebox Shindig at Kidsgrove. This was a church function and the facilities were rented by the church.

ADJOURNMENT:

Meeting adjourned at 9:30 p.m. following Motion for Adjournment by C/P Reuning.

Attachments: None