

SELINGROVE BOROUGH COUNCIL MEETING

MONDAY, APRIL 7, 2008 - 7:00 P.M.

COUNCIL MEMBERS PRESENT: Pres. C. Handlan, V. Pres. J. Herb, C/P D. Anderson, C/P S. Hendricks, C/P M. Inch, C/P D. Mengel, and C/P E. Viker

COUNCIL MEMBERS ABSENT: None

OTHERS PRESENT: Solicitor R. Cravitz; Mgr. J. Bickhart; Mayor P. Carroll; Junior C/P Morgan Botdorf; Police Chief T. Garlock; Borough Treasurer Sheri Badman; Recording Secretary Dawne Long; Borough Employee Janet Powers; DH&L Representatives Jason Kaufman and Jeremy Smallwood; Daily Item Reporter Amanda Keister; WKOK Reporter Sara Lauver; Andretta/Foreman Issue Attorneys Joel Wiest and Bob Steinberg; Borough Residents Donald Foreman, Joseph and Margaret Siro; Derck & Edson Representative Jennifer Lee; Erdman Anthony Representative Todd Mahady; ISO Representatives Larry Maynard and Tony Zampella; SARI Representative Brian Burke; Susquehanna University Employees Mike Coyne and Dave Henry; Susquehanna University Students Maureen Acquino, Jenelle Cosenza, Matt Mulberry, and Abbi Mull

OTHERS ABSENT: None

CALL MEETING TO ORDER:

Pres. Handlan called the meeting to order at 7:02 P.M. Mgr. Bickhart called the roll.

Pres. Handlan noted with regret the death of Bob Burd, a loyal community member who gave many hours to the community. Bob most recently served on the Zoning Hearing Board.

REVIEW AND APPROVAL OF COUNCIL MINUTES FROM MEETING OF MARCH 3, 2008:

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

PERSONS TO BE HEARD:

Borough Police Chief, Thomas Garlock – Presentation of Police Report for February 2008 – Chief Garlock presented his police report, noting there were 29 serious crimes in February 2008 as compared to 30 in 2007. There were 41 all other crimes in 2008 as compared to 86 in 2007. The reason for this is that there were still a number of ordinance offenses that were being handled by the police department in February 2007. This brings the total crimes for February 2008 to 70 as compared to 116 in 2007. Criminal arrests for February include 5 juvenile arrests and 26 adult arrests. There were 4 juvenile victims and 35 adult victims. Property loss was \$6,817.00 from burglary and theft. There were 365 calls for service in February 2008 as compared to 309 in February 2007. There were 120 hours of overall training in February, which comprised the majority of the mandatory update trainings. Pennsylvania requires annual training and each officer has received his 16 hours of training for this year. Mgr. Bickhart asked whether the robbery at Domino's Pizza is related to the break-in at Troutman's Meats. Chief Garlock reported that the robber from Domino's is in custody in Harrisburg. He had committed approximately 30 robberies in the Harrisburg area. The burglary at Troutman's is unrelated and is being investigated.

DH&L Fire Company, Jason Kaufman – Jason reported there were 28 calls in March, including 8 calls within the Borough and 2 in Penn Township. The loss within the jurisdiction was \$0.00. March man hours total 588. A two-day fire safety event was held at the Selinsgrove SEALS Den. There is a chicken

barbecue fundraiser coming up this Saturday from 10:00 a.m. to 1:00 p.m. The steel building should be sold by the end of the month and removed within the next month.

Report on New Public Protection Classification for Selinsgrove Borough, Tony Zampella, Field Representative, ISO Community Mitigation Services – Mgr. Bickhart introduced Tony Zampella, who compiled this report, and Larry Maynard, a senior field agent who had done the prior report in 1991. Mgr. Bickhart noted that for Council's benefit he made comparisons to the old report throughout the new report. Tony Zampella stated that he is a retired deputy fire chief, having worked in New Jersey for 26 years. He has now worked with ISO for about three years. Larry Maynard has been a member of ISO for 30 years. Tony reported that ISO is a countrywide corporation that collects and presents data to many of the state agencies throughout the United States and even some overseas. One of their clients is Homeland Security. They also work with the flood projects and provide evaluations of building departments, but their primary business is with the insurance industry. ISO helps communities measure, manage and reduce risk, in this case the risk of fire. This report evaluated the three elements of the community's fire suppression system: the fire department, the water department, and the 911 communication center. Tony thanked the members of the fire department and noted the members of the water department were very helpful in establishing flow rates. Tony stated the county 911 center is state of the art. Today's federal, state and local regulations put many demands on these agencies, including the volunteer fire department. Tony toured Susquehanna University, spoke with Borough residents and business owners, and got the sense that the name of the fire company, Dauntless, was well chosen. In this report, Selinsgrove has improved from a Class 5 to a Class 4, which is an excellent improvement. Anything above a Class 4 is usually a career fire department rating. Major improvements have been made to the Borough's water system, and the fire department has moved out of the flood zone and has good equipment. Tony stated the report is technical in nature and does not measure the fire department's strategic or technical abilities, but rather the stored capability, such as what type and flow of water comes from the hydrants, what type of equipment and training the fire department has, and how well the 911 center meets the requirements of federal regulations.

Larry Maynard gave out two copies of the fire suppression rating schedule, which he gave to Mgr. Bickhart and Mayor Carroll. Larry stated he lives in White Deer and was chief of the White Deer Township fire department for a number of years. He has lived in this area for about 28 years, having moved down from Erie. He stated he has had lots of opportunities to move on but he likes living in the Susquehanna Valley and has turned down several promotions to stay here. Larry stated that volunteer fire departments are suffering. Two last year were lowered to a Class 10 because they could not turn out four people for a call, which is the minimum number required. Larry encouraged people to support their volunteer fire department and its fundraisers. Larry pointed out in a booklet on a map of the United States that there are a number of areas with no recognized fire protection, including little to no fire protection throughout the states of Texas, Arizona, New Mexico and on up into the northwest. Out of ten classes, Selinsgrove's being a Class 4 puts them in the upper 30%. ISO gives insurance companies advisory information and the insurance companies decide if they will use that information to lower rates to residents in the community covered by the report. However, ISO cannot set the rates. According to a graph, fire losses in a Class 4 community are tremendously lower than the higher classes. Larry encouraged Council to go to the ISO website, noting that they are the largest data processing company in the world with the second largest database in the world second only to the Internal Revenue Service.

Jason Kaufman reported that since the 1991 report many improvements have been made in the apparatus. They went from a 1963 open cab fire engine that carried 300 gallons of water and a 75' aerial to a 1988 ladder truck with a 1500 gallon per minute pump, 500 gallons of water, and a 130' aerial. In 1991 the department did not have a heavy rescue truck; they had a Holsum bread truck that was called a utility truck. The department now has a 1997 rescue truck. In 1991 the tanker was an old milk truck; now the department has a 2005 International 400 gallon tanker with a pump. They still have a 1988 Hahn engine which they would like to replace. Since 1991 the response has improved, there are now three engines, one aerial ladder, one heavy rescue, one tanker as a backup water source, and ALS and BLS ambulances. They receive mutual aid from Shamokin Dam and Hummels Wharf, which gives more manpower, more water and more equipment.

Jeremy Smallwood, DH&L captain, reported that volunteer fire departments face pressure during the day when few responders are available and manpower is critical. The department has tapped into the resource of Susquehanna University, which this year supplies 11 student volunteers. Many of these students come trained from their departments back home and they are ready to go. The students average six or seven per call during the daytime. This has helped to improve responses in terms of both numbers and time. These students are front-line firefighters. They take the lines into buildings and drive the apparatus. Jeremy stated that the 40 firefighters that DH&L has today do not go as far as 40 firefighters from 1991 due to the higher call volume. Last year's call volume was 314, almost one call per day. That taxes a volunteer fire department. It is hard to find volunteers due to the 200 hours of training required in order to be ready to respond to a call. All personnel are now required to go through mandated HAZMAT training every year. This is not even fire related, but is passed down through the state and federal government. There are additional challenges being placed on the shoulders of those volunteers who are committed. The challenge for the fire company is to find ways to inspire people to volunteer and to keep the present personnel interested. Jeremy stated that DH&L is very happy to have partnered with ISO to come up with the report. He stated they are committed to being the Borough's emergency services department and they look forward to doing it for years to come. They will continue to seek out new solutions to make the fire service better.

Larry Maynard stated that he is a state fire instructor and he teaches for the State Fire Academy. He stated this area holds a record from when a class designed for 25 people was set up in Snyder County about 20 years ago. Larry stated he showed up and so did 105 firefighters. Pres. Handlan asked if there are any Class 3 departments in the area. Larry replied that he thinks Williamsport may be a Class 3. The only Class 1 in Pennsylvania is in Dubois and the only Class 2 in Pennsylvania is the city of Philadelphia. Most are Class 5 and 6. Lewisburg and Milton are also Class 4 departments.

Mgr. Bickhart went over a summary of data regarding flow from the Borough's fire hydrants, noting that improvements have occurred since 1991 because of the Borough's diligence in replacing water mains year after year. South Market and High Streets, in downtown Selinsgrove, had 450 gallons per minute available in 1991; now there are 750 gallons per minute available. This is a long way from the 2500 gallons per minute needed for that commercial zone, but the improvement is a significant one. The high pressure zone has been extended into some critical areas, such as the area near the public schools. Mgr. Bickhart noted that it is nice to use the report to compare to other communities, but the report is also a to-do list of things that need to be done to make things better. The fire company has evaluated this report to see where their strengths and weaknesses are. The same is true with the water company, noting that there is still much room for improvement. When Selinsgrove was a Class 5 they were in the better 44% of communities both nationwide and in Pennsylvania. As a Class 4, the Borough is in the 20th percentile nationwide and the 10th percentile in Pennsylvania. He noted this is something the citizens can use to request lower rates from their fire insurance companies. Larry Maynard stated throughout the country people who put out brochures for marketing and business development use the fire ratings as a draw to the area. He stated people who are considering moving into an area look at transportation and schools, but they also look at the public protection information.

RECESS to a PUBLIC HEARING at 7:32 P.M. regarding the proposed adoption of Ordinances 765, related to the Rezoning of land of Susquehanna University from R-1 and R-3 to RSP, and 764, related to changes to the Zoning Ordinance to permit the re-establishment of a discontinued non-conforming use by special exception – Solicitor Cravitz reported Ordinance 765 is to change the zone at Susquehanna University so that certain areas along University Avenue and Weiser Run will become compatible with the zones surrounding them, allowing SU to use these areas for expansion. The Planning Commissions of Snyder County and Selinsgrove Borough have no adverse comments and have received no adverse comments. Ordinance 764 was also advertised for tonight. Mgr. Bickhart stated no comments have been received at the Borough office on this. Pres. Handlan asked if there were any comments from the public on either of these ordinances. There were none.

RECONVENE COUNCIL MEETING at 7:36 P.M.

Motion by C/P Mengel to approve final advertisement of Ordinances 764 and 765. Seconded by C/P Herb.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Janet Powers, National Flood Insurance Program Community Rating System Report – Janet reported that the Borough received a plaque last week. The rating of 7, which is improved from 10, will provide a Borough-wide savings of \$12,477 per year. Mgr. Bickhart stated this averages out to about \$90 per policy. Janet reported that there are some policies that will not be affected by this because they are not in Flood Zone A. The ratings are done on a point system, with points for the Borough having people comply with flood regulations, such as elevating houses. The ratings are reviewed every year. C/P Viker asked if the households that are now included in the flood zone based on the new floodplain maps would benefit from this new rating and the reduction in insurance rates. Janet replied they would. Mgr. Bickhart stated that for each class below 10 there is a 5% reduction, so the Borough realizes a 15% reduction on premiums across the board. There are approximately 191 policies in place in the Borough that will realize a 15% savings per year. There are 48 properties with flood insurance that are not in Flood Zone A and therefore will not benefit from this savings.

Selinsgrove Area Recreation Inc., Brian Burke – Brian reported that the pool has formally entered into a second annual contract with the YMCA to manage the pool. The United Way has approved the application for swim lesson funding to subsidize the swim lesson program. This allows the pool to offer swim lessons for \$10 per session, with two sessions held throughout the summer. The pool has signed an engineering contract with Wade Associates from Harrisburg to prepare the final renovation for the pool. This is the same company that worked with the Middleburg pool, which was built by the same architect roughly at the same time as the Selinsgrove pool, in the mid to late 1960s. SARI continues to work with SPI to coordinate fundraising and fundraising strategies. The most recent application to the Degenstein Foundation was made by SPI on behalf of the Selinsgrove pool at Thursday night's meeting. This application was for the fees to get the renovation out to bid. SARI should hear something by the end of next week. If approved, this will provide \$15,000 to \$20,000 to be combined with SARI's savings of nearly \$12,000 to take care of the initial fees. This will allow the bids to go out by the end of May, with the project to begin around September 1. Once the final engineering plans are available Brian will give Council the full scope of the project. It will allow the upgrading of the pool's filtration system, including the gutters and any other systems flowing in and out of the filtration room. Any ADA compliance issues will be included, such as zero depth entry, and anything that has eroded over the years will be repaired or replaced, such as concrete systems, and preparations for features will be done. The pool board is taking a conservative approach as to what is needed versus what is more visually stimulating. The structure will be taken care of first and the features added later.

Joel Wiest, Completion of the Removal of Improvements Related to the Donald Foreman Complaint – Attorney Wiest stated this situation has been ongoing since 2003. Letters have been sent out by Council in the past, notably in 2004 and 2006, giving the property owner 30 days to complete the changes and nothing has happened. This is a source of frustration for Mr. Foreman. Solicitor Cravitz has sent out a letter dated March 31, 2008. Mr. Wiest is asking Council tonight what will happen if those changes are not made within 30 days. Solicitor Cravitz reported that the building has been razed and the concrete slab has been removed. Robert Steinberg, attorney for Mr. Andretta, has been instrumental in getting some cinder blocks removed. The issue now is whether Mr. Andretta can remove the fill down to grade, and what would constitute grade there. It has been a number of years since the fill was put in so it will be difficult to determine this. Mgr. Bickhart has looked at aerial maps and some other resources, and he feels the original grade can be determined. At this point Mr. Andretta should contact Mgr. Bickhart to determine the grade, remove the fill, and be in compliance with Judge Knight's decision and the Zoning Hearing Board, who said this has to go back to the preexisting condition when the original zoning permit was issued. If the work is not done within 30 days the Borough will have the work performed and bill Mr. Andretta for it. Mr. Wiest stated that Mr. Foreman has raised the issue as to whether the curb cut for the driveway will be restored to a solid curb, as it was previously, to keep people from driving onto the

property. Solicitor Cravitz stated there are a lot of curbs that are cut in the Borough to provide access to a property. He stated the curb could be required to be restored. Attorney Robert Steinberg asked if there is any reason why there cannot be parking on the property. Solicitor Cravitz stated Mr. Andretta will have to come forward with a plan and get a permit for it. Mr. Steinberg asked if someone needs a permit to use part of their lot for parking and Solicitor Cravitz replied there are certain requirements for parking, such as paving. Mr. Steinberg asked if there is no one parking in the Borough on an unpaved lot. Solicitor Cravitz replied that he is not stating that. There have been a lot of problems with parking in the past and now the Borough requires paving if parking will be put in. Mr. Steinberg noted that the parking has been there for a number of years and Solicitor Cravitz replied it was put in as part of the original permit that was revoked by the court, and the Zoning Hearing Board denied any further permits. He stated that Mr. Andretta should return the property to what it was prior to that permit. Mr. Steinberg asked how Mr. Andretta is supposed to know how that was. Solicitor Cravitz stated Mr. Andretta can talk to Mgr. Bickhart as far as the grade. Mr. Steinberg asked if Mgr. Bickhart could supply that information and Mgr. Bickhart replied that he could. Mr. Wiest stated that Pete DeWire should have some grading information also to return the property to its prior status. Mgr. Bickhart stated he will check on this.

PLANNING COMMISSION – Earl Moyer, Chairman

Adoption of Resolution for Plan Revision for New Land Development for Selinsgrove Elementary School Project AND Susquehanna University West Village Development – Mgr. Bickhart reported there are two projects for Council to look at tonight. These procedures will become routine as they have to do with the treatment plant problems resulting from the Chesapeake Bay initiative and the limited effluent limitations for the treatment plant which result in the treatment plant being put in the classification of being overloaded. Once a treatment plant is overloaded any development at all has to go through this process, commonly referred to as Component 3. In the course of doing Component 3, there is also a Component 4A and 4B that in sequence are reviewed by both the County Planning Commission and the Borough Planning Commission. Both projects have gone completely through the Component 3 process and the last step in that process is for Borough Council to adopt a resolution and to authorize Mgr. Bickhart to transmit these materials to the Pennsylvania Department of Environmental Protection. Even someone who has been on Council for 25 years or more has never seen this process because it has not been required in the Borough since the treatment plant was constructed 24 years ago. The treatment plant has never been in an overloaded condition and instead of this document, a project simply submitted a very brief form asking for a waiver from the process and these were granted time and time again.

C/P Viker noted that the words “sewage” and “overloaded” when put together in one sentence are disconcerting. He asked for some confidence that all is well. Mgr. Bickhart explained that the treatment plant is issued a permit under which it must operate, and every year it is given effluent limitations which it must meet. It must reduce the sewage that gets to it to a certain level before discharging it to a receiving stream. Any factor that the treatment plant cannot reduce to the appropriate limit is an overload by definition. The classic overload is a hydraulic overload where more water gets to the treatment plant than they can get through it, thus resulting in the really bad connotation of the word overload, where sewage is coming out of the manholes and other openings in the sewage system. That is not the case with the Borough’s treatment plant, as it is quite capable of handling the sewage that is delivered to it. The Chesapeake Bay Commission, in looking at the problems in the Chesapeake Bay, got together and established with the federal government a more severe limitation on the discharge of phosphorus and nitrogen in the effluent from treatment plants than existed prior to the new effluent limitations. As an example, if the Commission said only 5 pounds of nitrogen are allowed to go out and 6 are going out, then the treatment plant is overloaded instantaneously. It is on a poundage basis, although the number given by Mgr. Bickhart was just an example and not the actual number. As another example, the Borough had a permit that allowed 10, and suddenly the new permit allowed 5. When the Borough had 10 they were doing 6, but they cannot make 5. C/P Viker stated it is more of a paperwork thing and not something nasty in the Borough’s water.

C/P Anderson asked Mgr. Bickhart to explain the credit situation, which helped her understand this issue as a member of the Planning Commission. Mgr. Bickhart explained that it was known that this would be a

difficult circumstance for many sewage treatment plants. Some communities up and down the Susquehanna River Basin have joined a lawsuit to challenge DEP for their right to impose these more stringent effluent limitations. The Borough's treatment plant did not join in this. The commonwealth has created a situation where whatever cannot be achieved in treatment can be compensated for by buying credits from a treatment plant that is doing better than they need to do. Those credits are available on phosphorus and on nitrogen. The state established trading companies to handle this commodities market item, which floats by market value. These trading companies buy and sell credits of phosphorus removal and nitrogen removal. Our sewage treatment plant, knowing they cannot meet the effluent limitations until the treatment plant can be expanded or modernized or the efficiency improved, will require that every developer that comes along must buy the equivalent number of credits so that what the treatment plant cannot treat and take out of the water will be covered by someone else who has done it elsewhere. Each project that goes through this process has to repurchase certain numbers of credits of phosphorus and nitrogen, and pay the market rate year after year until something different is done at the sewage treatment plant. The year 2010 is the actual implementation date when credits will have to be in place, but any project has to promise that they will buy these credits for their project. Any project since June 5, 2007 has to follow this process. C/P Viker stated he is quite comfortable with this and he appreciates the time taken for the explanation. C/P Inch asked who buys the credits, whether it is the customer or ESCRA or someone else. Mgr. Bickhart replied in these cases the Selinsgrove School District and Susquehanna University will both be required to purchase credits. They will be buying them through ESCRA. ESCRA has indicated that they will be the broker so that they will be actually buying the credits on the open commodities market and reselling them to these developers. They are adding a 5% handling fee for their trouble. This allows them to have control over getting and dispensing the credits so that there is no question. After the credits are required, in their quarterly billing to the Borough, ESCRA will bill based on total gallonage and will also individually itemize each development that has gone through this process and tabulate how many credits they needed, what the cost is, add the 5%, and the Borough will send this separate billing on to each of the entities quarter after quarter.

For both of these projects before Council tonight, this is coming as a separate issue because of the timing. However, in future projects this issue will be coming before Council concurrent with the land development plan. Both of tonight's projects have been approved and have gone to ESCRA and have obtained letters of capacity allocation, and have been evaluated by the Borough to determine that the capacity exists in the collection systems to convey the sewage through the Borough and to provide the projects with the required water. All tabulations have been completed and all documentation submitted. What is now required of Council is to adopt the two resolutions and authorize the transmittal to DEP. C/P Herb noted that in the letters from Coukart there are still some unanswered questions about the design, but he understands that that should not impact the decision currently before Council. Mgr. Bickhart replied that that is correct. He noted that there are representatives from both projects present tonight if anyone has any more questions.

Motion by C/P Viker to authorize the resolutions for adoption and transmittal to DEP. Seconded by C/P Herb.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Todd Mahady from Erdman Anthony stated that he would like to take the school district document tonight and hand deliver it to the DEP office in Sunbury in the morning. He will take two copies to Sunbury and they will same day mail one copy to the Williamsport office. Dave Henry would like to do the same for the SU project. Mgr. Bickhart left the meeting to sign the forms and make the necessary copies.

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 Anderson.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Bid Tabulation on Anticipated Spring Cleanup Costs and award of contract for waste hauling and disposal services – Sheri reported that Cocolamus Creek Disposal is the low bidder at \$132.50 per ton for the spring cleanup.

Motion by C/P Inch to accept the bid of Cocolamus Creek Disposal. Seconded by C/P Hendricks.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

2008 Street & Alley Program – Sheri reported that Coukart has reviewed the documents and found that G&R Charles is the apparent low bidder. Base Bid 1 is the entire project. The other base bids eliminated some parts of the project. The total bid from G&R Charles for Base Bid 1 plus the inlets is \$238,906.64, with just over \$240,000 budgeted.

Motion by C/P Inch to award the contract to G&R Charles for \$238,906.64. Seconded by C/P Herb.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

County Aid Application – Sheri reported that the Borough makes application to the county for funding for the project. The Borough had budgeted \$5,005 but the county is offering \$6,585.

Motion by C/P Anderson to submit the application to the county. Seconded by C/P Mengel.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

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

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

C/P Mengel reported there is a meeting scheduled on April 28 with the library building committee. She reported that her committee also approved Chief Garlock's request to make some changes to the police department building to accommodate a new squad room to be where the mayor's office is now with the mayor being moved out front near the entranceway. This work will be completed by the end of May in time for the new officer to be onboard. Pres. Handlan asked what the cost of this will be. C/P Anderson reported it will be negligible as there is already a phone line present. Chief Garlock stated most of the work will be done by volunteers to keep the costs down. Pres. Handlan stated the work session meeting with the library on April 28 has been advertised. She asked for some idea of how many Council members will be present. C/P Mengel's committee will be present and C/P Viker stated his committee has been notified. He plans to be there. Pres. Handlan stated there are two committees involved with this as well as the library board. That is why this meeting was advertised because there will be so many Council members present. Pres. Handlan asked about a timeline for a feasibility study for the building. C/P Mengel stated that depends on when the library will be moving out, but things do need to be done to the building. C/P Anderson stated new windows need to be put in, the roof needs to be done and an elevator is being discussed. The scope of the project needs to be designed for an architect and the committee is going in circles on this because they do not have a good sense of the library's timeframe. She stated she hopes the April 28 meeting will be positive, but if push comes to shove the Council must address the needs of the building, whether the library stays in it or not.

COMMUNITY ACTIVITIES AND PUBLIC AFFAIRS: C/P Viker, Chairman

C/P Viker reported the committee met recently to discuss issues that might be on their plate. Chief among these issues is the relationship with the library and how it is unfolding. His committee feels that they should work with C/P Mengel's committee on this issue. His committee discussed timelines and how the library's decision to move impacts Council's decision to do things with the bricks and mortar building aspect of this issue, which falls under C/P Mengel's committee. He stated his committee is involved with the relationship aspect of this issue, and both of these are intertwined. He stated he hopes to address

the point of no return for the library's decision to move or stay, and how that impacts the construction plans.

C/P Viker reported that he paid a courtesy call on President Lemons at the university last week to advise him of the new folks on the committee and on Council, and asked him if he felt there was anything that should be on the committee's agenda. President Lemons was very reticent to do any directing, stating that he is grateful for the quality of the relationship between the university and the Council. He hopes that the Borough will cooperate with the university on their plans for the Susquehanna University Sesquicentennial and things that will happen around that event. Pres. Handlan stated she has seen a draft to be presented to Council regarding this event. The university will be looking to the Borough, not for money, but for a proposal for banners to be put on the streetlights during this period. This will all be done at the university's cost.

C/P Viker reported that regarding Act 8 of 2008 (HB 1133), pertaining to the annual evaluation of the fire and EMS services needs of the community, it is the responsibility of borough councils to determine the means and extent which emergency services will be provided within the Borough. His committee has not had a chance to review this yet, but will be doing so and taking action on it in the not too distant future. C/P Anderson asked what his means and Mgr. Bickhart stated that the Boroughs Association did not do much to interpret this so he has passed it along verbatim. C/P Viker stated that with the good report received from ISO and the fire department, Selinsgrove is in better shape than most to be able to affirm the things that this House Bill needs to have affirmed. However, he is asking that Solicitor Cravitz review this and provide some input.

PERSONNEL MANAGEMENT COMMITTEE: C/P Anderson, Chairwoman

C/P Anderson reported that there is a new Borough employee. Mgr. Bickhart reported his name is Curtis Wray from Freeburg. He started almost a month ago. He just rented an apartment in Selinsgrove and will become a Borough resident. C/P Viker stated he met Mr. Wray recently and Mr. Wray is excited to be a Borough employee and is thrilled to work with such a fine crew. C/P Viker stated that he feels Mr. Wray is a good asset. Pres. Handlan stated that this means a lot coming from C/P Viker, as he does not make such statements lightly.

PUBLIC SAFETY COMMITTEE: C/P Herb, Chairman – No Report

UNFINISHED BUSINESS FROM PRIOR MEETINGS:

Review List of Council Issues – Mgr. Bickhart reported that he has on the list to revise the Borough's policies and procedures for sewage/water facilities planning because the Borough does not have a good procedure to tie in what was just gone through inside the Borough. He will write one for Council in order to keep track of all the projects that will come along, not just for sewage facilities planning purposes which come along on a project by project basis. If someone were to build an apartment building the amount of sewage from that apartment building would be a known factor. However, if the apartment building was a dormitory facility inside Susquehanna University, the impact is different because it has nothing to do with the number of beds and everything to do with the number of students. There is a function of student enrollment that the law that regulates sewage facilities planning says that any new project that will result in two EDUs, or 800 gallons per day, additional flow has to go through the Component 3 process. It also says any addition to an existing project of 400 gallons per day has to go through the same process. So whenever the university or the school district would add the equivalent of 400 gallons per day the Borough needs to take them back through this process in terms of sewage facilities planning, phosphorus and nitrogen credit purchases, and a collateral process that the Borough has that involves tapping fees where the Borough charges people to connect to the public sewer system based on an EDU evaluation, and as the EDUs go up they need to be charged additional tapping fees in the Borough. Currently it is 1,000 for water and 1,500 for sewer, so every time a project adds 400 gallons per day the Borough needs to be sending out bills. There is currently not a good process to track this. It gets very confusing inside a school district and a university. It is much simpler when someone wants to add a house to the system, but there are some industries that will rise and fall with employees and sewer consumption, and the

Borough's records are all based on water records because everyone has a water meter. The Borough has the ability to track these things; they just do not have a procedure because it was never necessary before. Now there is a demand for it, so Mgr. Bickhart will write something.

After putting in place a renewal of an insurance policy, Ken Miller came to Mgr. Bickhart and said the insurance carrier requires that there be job descriptions and annual employee evaluations. These need to be done in the next 120 days. This is probably something the Borough should have anyway so Mgr. Bickhart put it on the list as an added incentive to get it done. C/P Anderson asked why the insurance requires this and Mgr. Bickhart replied that it is under Public Officials' Liability Insurance, and they care how the Borough does its business.

FINANCE & BUDGET COMMITTEE (continuation):

Statewide Tax Recovery, Inc. - Exoneration Requests – Mgr. Bickhart reported there is one exoneration request to consider for Betty Miller for the year 2004 for the \$5.50 tax. Documentation was submitted indicating that she was deceased in 2004.

Motion by C/P Anderson to grant the exoneration request. Seconded by C/P Mengel.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

First Quarter Report – Mgr. Bickhart reported that the Borough has a surplus in the general fund. The Finance Committee is provided with quarterly reports and anyone else who wants to see them can stop in and ask. Reports used to be provided to every Council member but it was decided some time ago that they could just go to the Finance Committee.

ZONING HEARING BOARD: _____, **Chairman** – No Report

CIVIL SERVICE COMMISSION: Dalton Savidge, **Chairman** – No Report

PARKS AND RECREATION BOARD: Richard Norman, **Chairman** – Mgr. Bickhart reported there is a meeting scheduled for April 10 to review the multi-municipality parks and rec document. C/P Anderson stated that Selinsgrove looked quite good on that document. Pres. Handlan noted a need for a dog park.

SHADE TREE COMMISSION: Karl Maul, **Chairman** – No Report

BOROUGH ADMINISTRATIVE REPORTS:

MAYOR: Pete Carroll

Mayor Carroll reported that PennDOT is kicking off their 2008 National Work Zone Awareness project. There are hefty fines if someone is found in a work zone without their lights on, and they can lose their license for 15 days automatically. He also noted that fines double in work zones.

Mayor Carroll reported that the Borough is kicking off its Smooth Operator program. The first phase of the grant money is kicking in. Chief Garlock reported this is a program to reduce the number of aggressive drivers.

Mayor Carroll thanked DH&L and the Borough for cooperating with the students from Tokyo, as they took tours of the various facilities to see the day-to-day operations of the Borough, the police department and the fire department. Mayor Carroll also took the students around the school campus and even down to the boat launch. Pres. Handlan asked if pictures were taken and Mayor Carroll said he forgot his camera but he will get copies of pictures taken by Chad. Pres. Handlan stated it is important to take advantage of every opportunity to promote the community.

C/P Mengel stated she understood there is an eighth grade class that came to the Borough office to look over the laws of Selinsgrove. Mgr. Bickhart stated that Mrs. Gavitt at the high school has a class that comes every year to do a survey about the police department, the Borough office, the mayor's office, ordinances and how they are enforced. They wanted to see what a law looks like in the Borough and what form it takes. They are shown a copy of the ordinance. They learn about the organization of the Borough, election procedures, and all kinds of other information including curfews. They have specific questions that they want to have answered. Mgr. Bickhart said this has gone on as long as he has been Borough Manager.

Mayor Carroll reported that there is a student in the high school Ag department who made signs for the back gates and some handles. They should be installed soon and hopefully pictures can be taken for publication.

BOROUGH SOLICITOR: Robert Cravitz, Esq.

Consider settlement offer on the Petition of Omega Financial Corporation, pertaining to the Snyder County Board of Appeals' decision on Omega's recent appeal of their real property assessment – Solicitor Cravitz reported that a settlement offer was received through the mail from Omega Financial Corporation. They are willing to settle for the appraisal value of \$1,555,000 as determined by the Borough's, school district's and county's appraiser. Solicitor Cravitz is recommending that Council authorize him to take this offer because this is the best that it can be.

Motion by C/P Anderson to authorize Solicitor Cravitz to accept the settlement offer from Omega Financial Corporation. Seconded by C/P Inch.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Consider adoption of Ordinance 766, pertaining to required curb construction along Sand Hill Road and David Street related to the 2008 Street and Alley Project – Solicitor Cravitz reported this ordinance has been advertised. The major concern with this one was to give people enough notice so they have time to construct their curbing. This is curbing along Sand Hill Road down by the race track and also on David Street, primarily affecting the cemetery. The ordinance requires the construction of curbing along Sand Hill Road affecting the Selinsgrove Fair Association, Icon Realty, and PennDOT, although PennDOT cannot be compelled to put the curbing in, and 375 feet along David Street affecting the Evangelical Lutheran Church Cemetery c/o Sharon Lutheran Church. If Council enacts the ordinance these people would be given notice that they would have until May 31 to construct the curbing and if they do not construct the curbing or do not have a contract in hand by then the Borough will do it as part of the project and they will be billed. If they do not pay the bill a lien will be placed on the property. Mgr. Bickhart stated that per Council's request these property owners were all notified following the March Council meeting. Sheri stated she has heard from Icon Realty and the church. C/P Anderson asked if the number of feet as included in the ordinance is negotiable and Sheri replied that it is. The ordinance states the maximum number of feet or curbing required. Solicitor Cravitz stated the Borough cannot require any more than what is in the ordinance. Mgr. Bickhart stated that this has been discussed with the church because they were concerned about the length in the ordinance. He stated once the final amount of curbing is determined the property owners will be notified. C/P Anderson asked about a statement Solicitor Cravitz made that the Borough can ask PennDOT to put the curbing in but cannot compel them to do so. Solicitor Cravitz stated that PennDOT is a state agency and cannot be compelled to comply. The Borough could do the work and bill PennDOT but would very likely never receive payment and the Borough cannot place a lien against PennDOT.

Motion by C/P Herb to adopt Ordinance 766. Seconded by C/P Mengel.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

BOROUGH ENGINEER: J. A. Coukart & Associates

Update on pending projects – C/P Mengel asked if the deficiencies with Susquehanna University are being addressed and Mgr. Bickhart replied that they will be, and the engineer will give Council a final letter. Mgr. Bickhart will see that the engineer gets copies of everything. Mgr. Bickhart reported Weiser Run is being worked on, but it is not a top priority. He reported that the plan for the emergency access on the Isle of Que has been completed. The new Snyder County emergency management is aware of this and is willing to take the information to submit an application. They are trying to set up a meeting to bring some people from the court here to talk to all of the municipalities that have projects so everyone can clearly understand what needs to be submitted in order to have the applications approved. Snyder County has indicated their intent to totally pay out all of the funds that they currently have in a bank account within the next four years in order to complete all the projects that have been approved.

BOROUGH TREASURER: Sharon Badman

Review Treasurer's Report for March 2008 - Pres. Handlan asked if there were any questions on the Treasurer's report. Hearing none, she stated that it is on file for audit.

BOROUGH MANAGER / SECRETARY / ZONING OFFICER: Mgr. Bickhart

Non-Police Complaint Update – Mgr. Bickhart reported there are even more complaints that are not on the list since he printed it out. He noted he has referred some of the issues to the Safety Committee because they are things that the committee either has considered or will be considering. Some issues have been followed up on and cleared up. Pres. Handlan stated that some comments are as a result of the form included in the last Borough newsletter. She received another one this evening. One of the top priorities seems to be to clean up the Borough. Many complaints are about garbage around town; unfortunately not everyone gave specific locations. Mgr. Bickhart reported many people have mentioned visibility issues in pulling out onto streets such as Broad Street, or pulling out of a driveway onto any street due to sight distances. Cars cannot block a driveway but they can park as tight to it as they can get; there are no setback requirements for driveways and this does create some visibility issues. Broad Street is specifically mentioned because of the high traffic volume and its being parked full during school days. Mgr. Bickhart stated he and Chief Garlock can provide some insight to the Safety Committee regarding this issue as well as regarding any accidents that may have occurred due to the sight issue. C/P Viker asked if the newsletter form could be included as a regular feature. Pres. Handlan agreed that this is a way of keeping the door of communication open. C/P Herb asked if the form is available on the Borough's website. Sheri stated the newsletter is on the website and people can use the email address to contact the Borough.

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

Complete Report to Council on the Financial and Administrative Activities of the Borough for FY 2007 – Mgr. Bickhart apologized for not having this completed. It is a restatement of things Council is already aware of so it does not carry a high priority and it keeps getting pushed back.

American Legion Victory Post No. 25 Memorial Day – Mgr. Bickhart reported that the American Legion submitted a request to conduct their Memorial Day program on the steps of the west entrance to the Borough building and then to conduct a parade through the Borough to various cemetery sites and to the Pine Street bridge for a ceremony there.

Motion by C/P Viker to approve the request. Seconded by C/P Inch.

C/P Mengel stated the Borough has never received a request before and C/P Anderson thought this would just go through the Mayor and Chief Garlock. Mayor Carroll stated Mgr. Bickhart usually sets this up; however, Ron Cohen had approached Mayor Carroll at the end of last year to talk about having the ceremony moved down to the Post. This would be an issue because of Market Street. Mgr. Bickhart

stated he was not approached about changing the location, but they did submit a formal request for permission, which is different from previous years. C/P Viker stated he would love for Borough Council to take action to encourage veterans' activities because there are so few of them. Pres. Handlan called for a vote on the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Renewal of Workers' Compensation Insurance with Selective, estimated \$6,500 (20%) reduction in premium – Mgr. Bickhart reported that from time to time the Borough gets involved in renewing insurance policies. In this year the Finance Committee and Council intended to look at the medical insurance costs so Mgr. Bickhart looked at all the insurances. When the workers' compensation insurance came up, Mgr. Bickhart noted that he was visited by Penn Prime Workers' Compensation Trust, which is a group of members who work together to deal with their workers' compensation insurance requirements. Mgr. Bickhart asked the Borough's insurance consultant, Ken Miller, to work with Ron Sanders from Purdy Insurance, which is the agency that handles the policies, to determine if they would consider Penn Prime as an alternative. Ron agreed to do this and some representatives from Penn Prime came to speak to them. They are very focused on risk management, which Mgr. Bickhart is very much in favor of. This involves having someone come out to identify risk as opposed to just insuring the Borough for the risks. In going through this process, Selective Insurance submitted a quote noting that the Borough was a better customer this year than last year and reducing the rate by 20%, or \$6,500.

Notification concerning new Flood Insurance Study data – Mgr. Bickhart reported that when the Borough received documentation on the new flood mapping from the flood insurance study his brother, Bob Bickhart, had convinced the Flood Insurance Program that their tables were incorrect and they then submitted revised tables. However, when they published the final document they put the original erroneous tables in the document. Mgr. Bickhart has notified the Flood Insurance Program on behalf of the Borough and his brother has sent a letter to Council notifying them that he recognizes the data is wrong and he is not using the incorrect data in the work that he does. He will use the data that he knows is correct. No notice has been received back from the Flood Insurance Program as to whether they will correct this.

Reminder about PSAB Annual Conference, June 8-11, 2008 – Mgr. Bickhart asked that anyone interested in attending please let him know.

SELINGROVE MUNICIPAL AUTHORITY – Donald Bottiger, Chairman – No Report

EASTERN SNYDER COUNTY REGIONAL AUTHORITY – Bob Dagle and George Kinney, Chairmen
– No Report

NORTH-EASTERN SNYDER COUNTY JOINT AUTHORITY – Bill Hetherington and John C. Bickhart
– No Report

NEW BUSINESS:

COUNCIL MEMBERS

Certificates of Election on Display – C/P Viker stated that he had offhandedly mentioned to Mgr. Bickhart that it would be nice to display the Council members' Certificates of Election rather than file them away, and he pointed out that these certificates are now framed and displayed on the wall of the Council chambers. He thanked Mgr. Bickhart for doing this.

GSVCC Leadership Susquehanna Valley panel – Pres. Handlan stated that two weeks ago she was asked by the Greater Susquehanna Valley Chamber of Commerce Leadership Susquehanna Valley to sit on a panel session for the Class of 2008 on their local and state politics day. She stated she represented Selinsgrove Borough and sat on the panel with Chuck Erdman, the comptroller from Northumberland County, and Jason Dunkelberger from Point Township. Joe Kantz and Amanda Keister are in the Class

of 2008. Pres. Handlan stated this was a most enjoyable time for her and she recommended that if anyone is asked to sit do this she feels they would enjoy it immensely.

ADJOURNMENT / EXECUTIVE SESSION - Council Meeting Adjourned to an Executive Session at 8:59 P.M. for discussion of a matter of Possible Litigation. Executive Session concluded at approximately 9:15 P.M. with nothing to report.

Attachments: None