

**SELINGROVE BOROUGH COUNCIL MEETING**

**MONDAY, APRIL 7, 2014 - 7:00 P.M.**

**COUNCIL MEMBERS PRESENT:** Pres. Brian Farrell, V. Pres. Pete Carroll, C/P Marvin Rudnitsky, C/P Tim Charles, C/P Rich Mease, and C/P Erik Viker

**COUNCIL MEMBERS ABSENT:** C/P Shane Hendricks

**OTHERS PRESENT:** Borough Manager/Secretary Paul Williams; Solicitor Bob Cravitz; Mayor Jeff Reed; Junior C/P Jonah Markle; Borough Treasurer/Assistant Borough Manager Sheri Badman; Recording Secretary Chele' Weaver; SEDA COG Stacy Richards; Daily Item Marcia Moore; Main St. Manager Mary Bannon; Susquehanna University student Nick Roman; Ideal Associates Gerald Stauffer; Selingsgrove Police Officer Frances Petrovich; Shade Tree Commission Bo Fasold; WKOK Sarah Lagermen; Hummels Wharf resident Brian Betz and Borough residents Ken Miller, Margaret Siro and Vincent Stoops

**OTHERS ABSENT:** None

**CALL MEETING TO ORDER:**

Pres. Farrell called the meeting to order at 7:00 P.M. Mgr. Williams called the roll, followed by a moment of silence and the Pledge of Allegiance.

**REVIEW AND APPROVAL OF COUNCIL MINUTES FROM MEETING OF MARCH 3, 2014**

C/P Rudnitsky did state that there is one (1) correction. On page seven (7) he used reference to a Uniform Trust Code and it came out Unit Form Trust Code. It should be Uniform Trust Code.

Motion made by C/P Viker to approve the minutes with correction. Motion seconded by C/P Charles.

**AYES: SIX (6)**

**NAYS: NONE**

**MOTION CARRIED**

**PERSONS TO BE HEARD:**

**DH&L Fire Company – No Report.**

**Selingsgrove Area Recreation, Inc. – No Report.**

**Selingsgrove Projects, Inc. – Copy Provided.**

Main Street Manager Bannon did state that the Main Street program had an Assessment by the Pennsylvania Downtown Center (PDC) on March 18, 2014. Beth Wood-Bergman, the representative from the PDC, was here for about eight (8) hours and met with each committee of Selingsgrove Projects, Inc. as well as with Mgr. Williams and Treas. Badman. Ms. Wood-Bergman was extremely pleased with the work that the Main Street program has been doing and with the progress of the program. She will send a written report in the next couple of weeks. After the Main Street program receives this report, they will be able to file for their Exit Grant of \$60,000.00.

**Stacy Richards – Authorize SEDA-COG to seek financial assistance from ARC to implement the program “Energizing Small Communities” – Copies Provided.**

Mgr. Williams stated that since the last Council meeting he and Ms. Richards have been busy throughout the community. They have attended several meetings to see what kind of support and interest there would be if the Borough did go forward and apply for this Grant through the Appalachian Regional Commission.

On Tuesday, February 25, 2014, Ms. Richards made a presentation at the Selinsgrove Chamber of Commerce; on Tuesday, March 4, 2014, Ms. Richards attended the Selinsgrove Ministerium meeting and on Thursday, March 20, 2014, Ms. Richards presented to a group of "stake holders". These are persons who represent different sectors of the community - they could be from the commercial district, institutional, light industrial district, hospitality, commercial retail, commercial service and some people could be representing residents at large or a residential community. This was received enthusiastically and C/P Rudnitsky was in attendance at two (2) of these sessions.

Ms. Richards stated she is attending the Council meeting to answer any questions and to ask for Council's approval of a letter from the Council to be included in the Grant application that she is proposing to file with the Appalachian Regional Commission in a few weeks. It is normal for a community to have an interest in getting funding for a project that is going to benefit their community and to endorse and submit a letter.

The letter will state that the Borough, on behalf of the community, commits in-kind paid staff resources valued at \$10,000.00. This has been further amended and the Borough has had a better understanding of how much an intern would cost for the summer and fall of 2014. This amount has been amended downward. Ms. Richards did state that this is a recommended letter and she would suggest that the Borough execute it and send it back to her. This would be done on the Borough's letterhead and will be included with the application.

Treas. Badman informed Council that the Borough is looking into using their PHEAA summer work study student to assist with the project. The Borough would also like to use this student through their academic year at 20 hours a week for 20 weeks. This would run August 2014 through December 2014. The estimate would be about \$3,000.00 not \$10,000.00.

Motion made by C/P Rudnitsky to authorize Pres. Farrell to sign the proposed letter on behalf of the Borough. Motion seconded by C/P Charles.

**AYES: SIX (6)**

**NAYS: NONE**

**MOTION CARRIED**

### **Others in Attendance**

#### **Vince Stoops – Borough Resident**

Mr. Stoops stated he is representing the American Legion and he would like to fill in Council on some of the details of the Memorial Day Parade and Ceremony. The Ceremony will be held on Monday, May 26, 2014, starting at 9:00 a.m. in the Common's and will follow the same schedule and parade route as last year.

Mr. Stoops also stated that on Sunday, April 27, 2014, starting at 3:00 p.m. they will be holding a Veteran's Open House and Meet and Greet for members of the Snyder County area who are veterans and want to have an opportunity to network with each other. There will also be a car auctioned off as part of the American Legion Riders to benefit the Wounded Warrior Project.

Mr. Stoops also told Council that they have heard this message multiple times from more than just himself. The Borough is about to apply for an Exit Grant for the Main Street Manager Program. As a Board member of Selinsgrove Projects, Inc., as a member of the Selinsgrove Parks & Recreation Board and as Commander of the American Legion, Mr. Stoops is encouraging Council not to seek the Exit Grant. It is a waste of money, the community is not seeing the value of it. By Council continuing to ignore it, they are just doing it willfully. Credible people have come to Council and told them this is a problem. Credible people have come to Council telling them that they have experienced retaliation. Credible people have come to Council stating they have experienced intimidation, not just Mr. Stoops. This is all coming from the same organization. It is not all of them. The vast majority of the members on Selinsgrove Projects are effective, quality volunteers who want to make their community a better place.

Their leadership is not. Council knows this and it has been brought to their attention. Please at least make an effort to see if everyone is telling the truth. The Main Street Manager Program is a complete waste of money. Our town is not seeing the value of this. If Council does not believe Mr. Stoops, go talk to the businesses downtown – all of them, not just the few who get a whole lot of attention. Go see the ones who have not seen the Main Street Manager in two (2) years. This is Council's call.

### **Nick Roman – Susquehanna University – Proposal for Establishing a New Type of Community Garden in the Selinsgrove Borough**

Mr. Roman stated that this project was started as his Senior Project at Susquehanna University. He wanted to introduce fresh, locally raised foods to residents in the community who could use them. This garden would be in the Borough of Selinsgrove and would be easy access for residents to volunteer to use it and harvest from it.

Mr. Roman performed a survey with about 80 residents in the Borough and the majority of them indicated that they wanted more access to fresh and local foods and they would also be interested in volunteering in the Community Garden. Most also indicated that they had obstacles that prevented them from doing so, such as work, physical disabilities, age, health, etc. By the Borough providing some sort of assistance to manage it and then distributing it to the residents who are interested in these foods, it will create greater access to this food that would otherwise not be here in a normal Community Garden.

In researching different projects and programs around the nation, Mr. Roman has never encountered or heard of anything like this where a small community government is actually playing a part in the management of the garden.

Mr. Roman stated there is a piece of land on Sassafras Street next to the Dog Park that the Borough is interested in and could be developed into a garden. He also spoke with President Farrell who said that there is some land along Water Street that he would be willing to donate to the Community Garden. Other things that would need purchased are materials, tools, compost, seeds. Volunteers from the community or from the Student Volunteer Organizations from Susquehanna University and one (1) or more student interns to facilitate the management and operation of the garden under the umbrella of the Borough's supervision would be needed.

The Community Garden would need permitting from the Borough and also funding which could be done through grants, tax revenue or perhaps the Gelnett Trust.

C/P Ruditsky stated that every project needs its champion. Mr. Roman are you that champion if you are graduating next month? Mr. Roman stated he would still be in the area – he is from Newport, PA. He would still be around to assist with this, but does not feel that he has enough experience to lead or to start setting up something like this.

### **Appointing a Committee to Review the Borough's Property Maintenance Code as Recommended by Keystone Publisher's**

Mgr. Williams stated that Borough Council enacted a Maintenance Code that was based upon a portion of the International Property Code. Ken Rotz of Keystone Publisher's suggested that the Borough revisit this. This was also a topic of conversation when the Borough was starting up the Rental Property Registration process. Central Keystone Council of Governments (CK COG) stated that the Borough was looking at the Maintenance Code or a segment of it from 2003 and suggested that we look at the 2012 Code which is the most current Code. Mgr. Williams stated that in a selective manner this is a tool, a resource, it's very comprehensive and it's there if anyone would need to utilize it. However, on the other hand there may be some real needs to utilize and exercise what is available in the Code – such as the flood damaged properties that have remained unattended by property owners on the Isle of Que.

Pres. Farrell stated he would also like to look at the Landlord Licensing Fee. Mgr. Williams stated that this was adopted in 2008. The Borough reinstated this about one (1) year ago. Pres. Farrell stated that

he feels the Borough has a 28 page document that was voted in and he would like to relook at this. There is a lot of paperwork being pushed back and forth between CK COG from Lewisburg, PA and the Borough. Pres. Farrell stated that an AD HOC committee needs to be put together with three (3) Council members to look at the Ordinance again and have three (3) landlords speak on what their experiences have been.

Gerald Stauffer of Ideal Associates took the podium and stated that he has never seen a check list as extensive as Selinsgrove Borough's. He feels that the Borough should be pointed and short in its check list for the life and safety of tenants. He feels it doesn't have to be run through another governmental agency such as CK COG.

Mr. Stauffer volunteered to give of his time to work with Borough Council on this issue.

Pres. Farrell stated that an Ordinance like this one can sometimes take a few years for it to set in and then the problems will start to arise. Council at this point needs to go back and take a look at it and make some adjustments.

Sol. Cravitz stated that when the Rental Property Registration Ordinance was put together it was a compilation that came about from three (3) or four (4) public meetings at which the landlords appeared. It was not something that was done overnight. It was done over ½ a year or more and received landlord/tenant input. The Bloomsburg, PA ordinance was going to be the key for this and it was a lot more detailed than Selinsgrove Borough's. This was a compromise bill and you usually don't get anything crisp and precise. There was a lot of give and take on all sides and this is what came about.

V/P Carroll stated that a lot of this Ordinance is on the side of the landlord. Sol. Cravitz agreed.

Brian Betz of BB Enterprises took the podium and stated that he helped to organize this Ordinance back in 2008. He felt that an Ordinance/Property Maintenance Code in which to help to better the properties in the community was a good thing. However, the Borough already had Ordinances in place that were never exercised. When all this was taking place, the Borough was in an uproar about all the college housing on Orange Street. This was the biggest issue at that time and it so happens that the majority of the students are now back on campus. Things have changed and need to be readdressed. The Borough should hire a Code Officer and keep the money in the community.

Landlord Ken Miller of Miller Insurance took the podium and stated that students in the downtown area, who were creating problems, and received three (3) citations, the Borough contacts their landlords and the landlord could be asked to evict these students. If this would be done, these kids would not be guaranteed on campus housing. Mr. Miller would also like to see a review of the Ordinance/Property Maintenance Code that exists.

Mgr. Williams stated that this Ordinance was enacted in 2008 but was not actually enforced. Somehow this checklist became a voluntary checklist. One of Council's jobs when Mgr. Williams arrived in June of 2012 was to start to enforce or implement the Rental Property Registration and the Borough did this about one (1) year ago. The first priority was to inspect those properties that had never been inspected in the first three (3) years and this was to be accomplished by August 31, 2013. Not everyone is in compliance to date. The Borough was then broken out into three (3) distinct areas – mainly following the voting precincts.

Mgr. Williams informed Council that he came from a municipality that not only did inspections for rental properties, but also for resale of properties so that every home in that township was meeting the same standards. This municipality also inspected commercial properties on an annual basis. They did have an internal employee that was qualified to do this. We are a year into this program and it is time re-evaluate and reassess this program.

C/P Viker stated that he trusts Mgr. Williams to bring to the table a sense of what the people of Selinsgrove actually are getting for their money now that the Ordinance is being enforced.

C/P Rudnitsky would like to see a work session. It sounds like a lot of time was put into the formation of this Ordinance. It would be a good idea to have CK COG attend this work session.

C/P Charles stated the Borough is not quite a year into starting the inspections and there are issues. Mgr. Williams agreed. C/P Charles stated so all Council has to do is meet and resolve the issues. Council doesn't have to reinvent the wheel. Pres. Farrell stated that there are more than one (1) or two (2) issues. There are other issues that need to be looked at. Mgr. Williams stated the Property Maintenance Code needs to be looked at also. At this point it cannot be enforced.

Sol. Cravitz stated Council should probably have several work sessions. It will need to be advertised because everyone on Council will be attending.

Mgr. Williams stated that if Council were to distinguish between the Property Maintenance Code and Rental Property Registration would Council consider at least an AD HOC Committee to do the Property Maintenance Code. The Rental Property Registration is becoming more adversarial.

Pres. Farrell stated that C/P Mease, C/P Viker and himself would sit on the AD HOC Committee along with CK COG.

Motion made by V/P Carroll to approve an AD HOC Committee to review and bring back a recommendation to Council. Motion seconded by C/P Charles.

**AYES: SIX (6)                      NAYS: NONE                      MOTION CARRIED**

Pres. Farrell asked Mgr. Williams if a committee should be put together to look at the landlord ordinance. C/P Rudnitsky stated he feels a Council Work Session should be put together. Mgr. Williams agreed. It would be a public meeting and would most likely be held in June 2014.

**COMMITTEE / COMMISSION / BOARD REPORTS:**

**FINANCE & BUDGET COMMITTEE – Tim Charles, Chairman**

**Payment and Ratification of Bills**

Motion made by C/P Charles to approve all bills. Motion seconded by V/P Carroll.

**AYES: SIX (6)                      NAYS: NONE                      MOTION CARRIED**

**Statewide Tax Recovery, Inc. – Exoneration Requests**

Mgr. Williams informed Council that there are four (4) exoneration requests – Elmer Groce for \$5.50 for the year 2013 – he is deceased; Matthew Stenglein who is a non-resident for \$5.50 for the year 2013; Andrew J. Stenglein who is in the military for \$5.50 for the year 2013 and Kyle Stenglein who is a non-resident/student for \$5.50 for the year 2013.

Motion made by C/P Viker to approve. Motion seconded by V/P Carroll.

**AYES: SIX (6)                      NAYS: NONE                      MOTION CARRIED**

**Approve the Application for County Aid – Copy Provided.**

C/P Charles stated that this application is for the amount of \$4,390.00. This is in conjunction with the Borough's Street Program and Water and Sewer Program. This is an application that gets filed with the County for the Borough's share of money that we are to receive.

Motion made by C/P Charles to approve. Motion seconded by C/P Rudnitsky.

**AYES: SIX (6)                      NAYS: NONE                      MOTION CARRIED**

**Approve Agreement with Berkheimer, Inc. to collect LST Tax – Copy Provided Previously.**

**A. Adopt Resolution 2014-08 regarding Agreement with Berkheimer – Copy Provided Previously.**

Motion made by C/P Charles to approve. Motion seconded by C/P Rudnitsky.

**AYES: SIX (6)                      NAYS: NONE                      MOTION CARRIED**

**B. Adopt Resolution 2014-09 regarding Sharing Confidential Tax Information – Copy Provided Previously.**

Motion made by C/P Charles to approve. Motion seconded by C/P Rudnitsky.

**AYES: SIX (6)                      NAYS: NONE                      MOTION CARRIED**

**C. Adopt Resolution 2014-10 to appoint Berkheimer as Its Tax Hearing Officer – Copy Provided Previously.**

Motion made by C/P Charles to approve. Motion seconded by C/P Rudnitsky.

**AYES: SIX (6)                      NAYS: NONE                      MOTION CARRIED**

**D. Adopt Resolution 2014-11 Empowering Berkheimer to Impose and Retain Costs – Copy Provided Previously.**

Motion made by C/P Charles to approve. Motion seconded by C/P Rudnitsky.

**AYES: SIX (6)                      NAYS: NONE                      MOTION CARRIED**

**1<sup>ST</sup> Quarter 2014 Revenues/Expenditures Review – Copy Provided.**

**Gelnett Fund – C/P Rudnitsky – Copy Provided.**

C/P Rudnitsky stated that this is an opportunity for the Borough to extend the life of the Gelnett Trust. It is presently invested primarily for income because it is written the income comes to the Borough. They are doing their best to get income to the Borough. On a long term basis, this is how funds get to be smaller and smaller going into the future as the buying power. Inflation has been with us and will probably always be with us an average of 3% per year. What State statute provides is that the Borough can take an Irrevocable Trust and change the investments for longer term growth.

The S&P 500 last year returned 22%. Historically, this has been 11% and this is going back over 75 years. If Council would invest this in just stocks, there would be higher returns but great volatility because the markets go up and down. The way modern portfolio theory speaks you invest primarily for growth but also for income. If the Borough had 60% of the fund invested for growth, doing perhaps 9% and then 40% invested for income where the Borough would get 2-3%, the blended average gives returns that conservatively can get the Borough 6-8% overall. If the Borough could get 6-8% but only takes out 4%, this fund will grow through the years. This means that immediately 4% coming in any given year would give the Borough over \$205,000.00 of revenue compared to \$162,000.00. The fund will grow which means the 4% will be of a greater number through the years. It could go down in any given year and the Borough's 4% will be 4% of the lower number. In every 10 year period of time, people can see the markets take a 10% correction sometimes more. It most always comes back and then goes to greater heights.

The Trustees have the power to do this in the statutes. They just simply need Council's encouragement. If Council would ask them to do it, C/P Rudnitsky feels they will do it because it is a win for them also. The Trustees fees are a percentage of the fund. If the fund grows through the years, so does the Trustees compensation. If the fund grows through the years, so does the 4% coming to the Borough to distribute for the needs of the citizens. Future Councils will have a greater fund and greater revenue.

This is the recommendation of the Finance Committee to Council members to resolve to ask the Trustees of the Gelnett Fund to convert it to a Uni-trust as provided by law.

C/P Rudnitsky also suggests inviting the Trustees to a Finance Committee meeting to discuss this. He is not sure where else the Borough would go to learn about Uni-trust's.

C/P Charles stated he would like Sol. Cravitz to take a look at what is being presented before Council makes a decision. C/P Rudnitsky stated this does not need to be decided tonight, but the sooner Council makes a decision the better because it will increase the flow for the year.

Mgr. Williams will talk with Scott & Bob from Northumberland National Bank about coming to speak at the next Finance Committee meeting.

#### **PUBLIC FACILITIES & SERVICES COMMITTEE – Shane Hendricks, Chairman**

##### **Authorize to prepare and advertise 2014 Street Program as shown on Application for County Aid**

C/P Charles stated that for 2014 the Borough is looking at paving only on Broad Street from Route 522 to Sherman St.; paving only on Broad Street from Sherman Street to Penn Street and Sugar Maple Street is paving only from Ninth Street to the dead end and the add alternate, if the bids come in favorably, is Broad Street patching (this will actually be a base repair) from Pine Street to Spruce Street.

Motion made by C/P Charles to approve. Motion seconded by C/P Mease.

**AYES: SIX (6)**

**NAYS: NONE**

**MOTION CARRIED**

C/P Viker asked Mgr. Williams if there is an estimated completion time for the pedestrian connection from the sidewalk where it ends to Kidsgrove, the Dog Park and Anthony Selin Park. Mgr. Williams stated that Susquehanna University is considering the lease agreement. The Borough is still waiting for their feedback.

Mgr. Williams stated he should have an answer by the next Borough Council meeting on Monday, May 5, 2014.

#### **BOROUGH ADMINISTRATION / PROPERTY AND EQUIPMENT – Pete Carroll, Chairman**

##### **Report on Penns Valley Airport kick off meeting – Copy Provided.**

V/P Carroll stated that he and Mgr. Williams attended. He also reported that all the County Commissioners were there and that it lasted about one (1) hour. They are interested in finding out what the airport can do for the community.

Mgr. Williams stated the Pennsylvania Bureau of Aviation attended. This study is also under the supervision of the FAA (Federal Aviation Administration). The next meeting will be in the summer of 2014, with a follow up meeting at the end of the year. The planned adoption will be in April of 2015. Part of this is about adding hanger space because there is an unmet need. There are some commercial jets that have been using the airport and also some smaller jets. Weis Markets maintains their jet there and also National Beef has been using the facility.

The consultant is a specialty engineering company that specializes in airport engineering. They are known as the Delta Group from North Carolina.

**COMMUNITY ACTIVITIES AND PUBLIC AFFAIRS – Richard P. Mease, Chairman**

**Approve Banner Request for Fallen Heroes – May 15 to June 6, 2014 – Copy Provided.**

Motion made by C/P Mease to approve. Motion seconded by C/P Charles.

**AYES: SIX (6)                      NAYS: NONE                      MOTION CARRIED**

**Approve Street Closure for Memorial Day Parade and Ceremony – Copy Provided.**

Motion made by C/P Mease to approve. Motion seconded by C/P Charles.

**AYES: SIX (6)                      NAYS: NONE                      MOTION CARRIED**

**PERSONNEL MANAGEMENT COMMITTEE – Marvin Rudnitsky, Chairman**

**Approve Revised Job Description for Part-Time Deputy Zoning Officer – Copy Provided.**

C/P Rudnitsky stated that the staff has worked on revising DZO Powers job description. Some of the functions have been deleted and a new function has been added with the GIS (Geographic Information System) Database.

Mgr. Williams stated the collection of the LST (Local Services Tax) Tax which had been a function of DZO Powers has now been given to Berkheimer as of tonight. .

V/P Carroll stated, because of the landlord issues that came up tonight and the questions about having someone on hand to do inspections, shouldn't Council be possibly looking at someone to be full-time. V/P Carroll realizes that DZO Powers is leaving a full-time job and the Borough is hiring for a part-time position. If the Borough would move away from CK COG, could this in fact be part of the duties and help this individual to go full-time. Could this be a thought down the road or is this something that Council will have to come back to later on. Sol. Cravitz stated to come back to it later. The person who needs to do Code Inspection needs to be certified. This is why the Borough went with CK COG in the first place because they couldn't afford to do it on their own.

Motion made by C/P Viker to approve. Motion seconded by C/P Charles.

**AYES: SIX (6)                      NAYS: NONE                      MOTION CARRIED**

**Accept Retirement Letter of Janet Powers, Deputy Zoning Officer – Copy Provided.**

Motion made by C/P Viker to accept. Motion seconded by C/P Charles.

**AYES: SIX (6)                      NAYS: NONE                      MOTION CARRIED**

**Recommendation for Part-Time Recreation Coordinator**

Pres. Farrell stated this will go to Executive Session.

**PUBLIC SAFETY COMMITTEE – Erik Viker, Chairman – No Report.**

**PLANNING COMMISSION – Earl Moyer, Chairman – No Report.**

Mgr. Williams stated that there will be a meeting in April 2014 and they will be starting a sub-committee to start to review the Sub-division Land Development Ordinance.

**ZONING HEARING BOARD – Cyril Runkle, Chairman – No Report.**

**CIVIL SERVICES COMMISSION – Dalton Savidge, Chairman – No Report.**

**SHADE TREE COMMISSION – Bo and Joan Fasold**

Mgr. Williams stated that two (2) Shade Tree Commissioners attended the Tree Tenders course, a program of the Pennsylvania Horticultural Society, in Williamsport, PA on Friday, April 4, 2014. The course was informative and helpful, and its completion qualifies Selinsgrove to submit grant requests for matching fund grants to “Treevitalize”, a joint program of the Dept. of Conservation & Natural Resources and the PA Horticultural Society.

Mgr. Williams informed Council that there is a group of trees that are due to be picked up on Thursday, April 17, 2014. The trees are to be planted on Friday, April 18 and Saturday, April 19, 2014. These trees are coming to the Borough free of charge. These are not technically “street trees” they can be planted outside of the right of way but the intent is that these trees will still offer a canopy along the street frontage. The Commission is still trying to locate some areas in which to plant these trees. There should be between 17 and 20 trees arriving.

Mrs. Fasold did inform Mgr. Williams that they received a very strong recommendation about the PA One Call being made at any location where they are going to be digging for a tree. This way there are no conflicts with the underground utilities.

**BOROUGH ADMINISTRATIVE REPORTS:**

**MAYOR – Jeff Reed**

**Presentation of the Police Report for February 2014 – Copy Provided.**

**BOROUGH SOLICITOR – Robert Cravitz, Esq.**

Sol. Cravitz stated that he has something for Executive Session. There will be a meeting coming up on Wednesday, April 9, 2014 and he would like to bring Council up to speed on what is going to be discussed. Potential litigation will be the purpose of the Executive Session.

**BOROUGH ENGINEER**

**Update on pending projects – Coukart & Associates, Inc. – Copy Provided.**

Mgr. Williams stated that there are really no real changes to the Downtown Streetscapes – Phase III from last month. The Borough is still waiting on PennDOT submittals.

Weis Markets has started up again since the weather has improved.

The traffic signal at Mill and Market Streets is moving along. TRA Electric has submitted for their first payment which Council approved earlier today.

The Storm Water Program is under design. This will be part of the Utility Project which Council may entertain next month.

The UGI – Broad Street Gas Line Project - they have made an offer to the Borough of \$40,000.00 towards restoration that the Borough could use in a subsequent year to do full width improvements to

Broad Street in their project area. This trench will run from Spruce Street towards Weiser Run along Broad Street. They need to have this new gas line installed for Susquehanna University by June 1, 2014. Engineer Coukart is fine with the \$40,000.00 they will provide to the Borough.

**Update on pending projects – Larson Design Group – No Report.**

**BOROUGH TREASURER – Sharon M. Badman**

**Approve Treasurer’s Report for Month of March 2014 – Copy Provided.**

Motion made by C/P Viker to approve. Motion seconded by C/P Charles.

**AYES: SIX (6)                      NAYS: NONE                      MOTION CARRIED**

**Letter from DCED – Copy Provided.**

Treas. Badman stated that DCED is coming on Thursday, April 10, 2014 and there are potential changes with how the DCED funds will be distributed in the future. This will be discussed in the future.

**BOROUGH MANAGER / SECRETARY – Paul A. Williams**

**Manager’s Monthly Activity Report – Copy Provided.**

Mgr. Williams stated that on Thursday, March 6, 2014, Laura Kerstetter started her review of financial records to prepare financial statements for the Borough. The financial statement that was due to be submitted to Harrisburg by the end of March 2014 was completed. She is now continuing to work on the full audit report. The Borough Office met with Ms. Kerstetter again on Tuesday, March 11, 2014 and also on Thursday, March 27, 2014.

The Transfer of Title/Sale of the pickup truck and the former police cruiser took place on Thursday, March 13, 2014 and also on Tuesday, March 25, 2014. Possession of the roller took place on Tuesday, March 18, 2014 – this did not require a Transfer of Title/Sale.

The Borough Office has been in the process of doing interviews for the Part-Time Recreation Coordinator.

On Tuesday, March 18, 2014, the Main Street Manager’s Office went through an assessment with Beth Wood-Bergman of the PA Downtown Center. She was in the Borough most of the afternoon and into the evening. The Main Street Manager’s Office received accolades from what Ms. Wood-Bergman saw.

On Friday, March 28, 2014, Mgr. Williams met with Ron Sanders from Purdy Insurance regarding the Borough’s insurance renewals. The Finance Committee will most likely be reviewing this at their next monthly meeting in May 2014.

Treas. Badman stated that the Borough Auction was held on Saturday, April 5, 2014. The Borough did well. They sold 40+ bicycles and made \$605.00.

**Authorize Borough Council President and Borough Manager to sign 2013 DCED Contract (\$93,187.00 – reimbursement for handicap ramps and elevator and funds for curbing/sidewalks for eligible low-to-moderate income residents)**

Motion made by C/P Rudnitsky to approve. Motion seconded by C/P Charles.

**AYES: SIX (6)                      NAYS: NONE                      MOTION CARRIED**

**Adopt Resolution 2014-12 authorizing the submission of an Application for Traffic Signal Approval to PennDOT – Copy Provided.**

Mgr. Williams informed Council that this traffic signal was allowed to be replaced as a maintenance project.

Motion made by V/P Carroll to approve the adoption of Resolution 2014-12. Motion seconded by C/P Charles.

**AYES: SIX (6)**

**NAYS: NONE**

**MOTION CARRIED**

**Reminder of Town Hall Meeting on Thursday, April 10, 2014 from 5:00 p.m. to 6:30 p.m. with DCED**

Mgr. Williams stated that around 2:00 – 2:30 p.m. the Borough anticipates a group of people from DCED to be visiting the Municipal Building, the Library and the Common's. This is a stop in their regional tour. There will be a reception later in the afternoon at 5:00 p.m. and a Regional Town Hall Meeting starting at 5:45 p.m. at 713 Bridge Street in Selinsgrove and last till 6:30 p.m.

**Meeting with PA Historical & Museum Commission on Tuesday, April 8, 2014 at 1:30 P.M.**

Mgr. Williams stated they will be presenting to a committee from SPI. This is for those who are interested in the historic aspects of Selinsgrove. They would like to have the Historic District identified and do not want strict enforcement by an Architectural and Review Board. It would be passive as far as enforcement is concerned. They would however, like to have structures recognized because of tax benefits and incentives for improvements.

**Notice: PSAB 2014 Annual Conference – April 6-9, 2014 at The Penn Stater, State College, PA**

**Received one (1) complimentary registration certificate for Borough Council appointee.**

**Notice: Statements of Financial Interest are to be completed and returned to the Borough Office before May 1, 2014 – Provided Previously.**

**Liquid Fuels Tax Report**

Mgr. Williams stated an independent auditor came in. Mgr. Williams proceeded to read the letter the Borough received and it read as follows "We do not identify any significant deficiencies or material weaknesses and internal control of a reporting on forms MS965." Credit needs to be given to Treas. Badman. She does an excellent job of tracking liquid fuels, expenses and compliance.

**ZONING – Janet Powers, Deputy Zoning and Permit Officer**

**Update of ZONING, SIGN & DEMOLITION PERMITS ISSUED & REAL ESTATE TRANSFERS – Copy Provided.**

**SELINGSGROVE MUNICIPAL AUTHORITY – Donald Bottiger, Chairman**

Mgr. Williams informed Council that the Municipal Authority should be having a meeting in the near future to discuss AT&T's antennas on the Borough's water tank.

**EASTERN SNYDER COUNTY REGIONAL AUTHORITY – Ed Mann – Previously Provided.**

**NORTH-EASTERN SNYDER CO. JOINT AUTH. – Bill Hetherington/Dianne Mengel**

**Reorganizational & Business Meeting March 27, 2014 – Copy Provided.**

**NEW BUSINESS:**

**OTHERS – Borough Resident Margaret Siro**

Mrs. Siro asked Council how the Comprehensive Plan Surveys were doing. Mgr. Williams stated that people are responding and a number have been received and/or returned.

At 9:12 p.m. Pres. Farrell stated he would like to take a 15 minute break followed by an Executive Session to discuss pending litigation.

**RECONVENE COUNCIL MEETING**

At 10:15 p.m. the Council Meeting reconvened. No action was taken.

C/P Charles stated that the only issue would be for the Part-Time Recreation Coordinator.

Motion made by C/P Charles to re-advertise the position at \$12.00/hour and all other qualifications will remain the same. Motion seconded by C/P Viker.

**AYES: FOUR (4)**

**NAYS: ONE (1) – Pres. Farrell MOTION CARRIED**

C/P Rudnitsky did not participate in the discussion and abstained from the vote.

**ADJOURNMENT**

Meeting adjourned at 10:17 p.m.

Respectfully submitted by

Chele' Weaver  
Recording Secretary