

SELINGSGROVE BOROUGH COUNCIL MEETING

MONDAY, AUGUST 3, 2015 - 7:00 P.M.

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

COUNCIL MEMBERS ABSENT: C/P Viker

OTHERS PRESENT: Borough Manager/Secretary Paul Williams; Solicitor Matt Cravitz; Mayor Jeff Reed; Junior C/P Jonah Markle; Borough Treasurer/Assistant Borough Manager Sheri Badman; Recording Secretary Chele' Weaver; DH&L Fire Company Gary Griner and Drew Heintzelman; Main Street Manager Mary Bannon; SEDA-COG Glenda Ruch; Daily Item Marcia Moore; Parks and Recreation Meg Will; Selinsgrove Projects, Inc. (SPI) Carol Handlan; Executive Director of Rural Business Innovation Corporation (RBI) Kelly O'Brien Gavin; Susquehanna University Mike Coyne; Boy Scout Troop 419 Beth and Chuck Bingeman, Cathy Kline and Nathan and Susan Moyer; Fresh Roasted Coffee Andrew Oakes; Selinsgrove Borough Residents Sue and Tom Walker and Vincent Stoops

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 MEETINGS OF July 6, 2015 and July 20, 2015

Motion made by C/P Hendricks to approve the minutes as presented. Motion seconded by C/P Charles.

AYES: SIX (6)

NAYS: NONE

MOTION CARRIED

PERSONS TO BE HEARD:

DH&L Fire Company/DH&L Ambulance League

Drew Heintzelman the Assistant Fire Chief reported that for the month of July 2015 there were 31 Incidents by Township and they are as follows: One (1) in Adams Township; one (1) in Jackson Township; one (1) in Middlecreek Township; five (5) in Monroe Township; eight (8) in Penn Township; ten (10) in Selinsgrove Borough; two (2) in Shamokin Dam Borough; one (1) in Union Township and two (2) in Washington Township.

Alarms are as follows: Six (6) automatic alarms; one (1) brush/wildland fire; one (1) electrical fire; one (1) good intent/service call; six (6) medical assists; four (4) motor vehicle accidents without extrication; one (1) rescue call; two (2) structure fires; one (1) smoke in structure; four (4) trees down and four (4) water rescues/recoveries. This is for a total of 149 staff responding and 162.72 man hours.

Glenda Ruch – SEDA-COG

Project Selection/Certification Approval for 2015 CDBG Funds – Copy Provided

Ms. Ruch stated she would like to request that Borough Council consider adopting a Certification. This is a new step that Council is not familiar with since it is part of the new administration of the Community Development Block Grant (CDBG) program. With the federal fiscal year 2015 application and for all future years, the Borough's administration of the CDBG program will fall underneath Snyder County. Snyder County will be the applicant on behalf of Selinsgrove Borough.

As was discussed during the public hearing that was held at a previous Borough Council meeting, there were two (2) projects discussed and public comments received. Ms. Ruch is asking that Borough Council request that Snyder County, on behalf of the Borough, submit an application in the estimated amount of \$94,900.00 to the Department of Community and Economic Development (DCED) for its Federal Fiscal Year 2015 CDBG Entitlement Application.

The projects and estimated percentages include the curb cut replacement/upgrade project at 69% of whatever the 2015 allocation amount will be; the sidewalk/curb replacement which is an ongoing program within the Borough offered to income eligible owner occupants - this will be 13% and administration will be 18%.

Once Council is able to take action on this, Ms. Ruch will need direction from Council (since the 2015 allocation has not been decided) on how to apply the difference. Ms. Ruch does feel that there are two (2) very viable options and one (1) being that Council can apply the difference (if the allocation for 2015 is greater or less than what was received in 2014 – which is the estimated amount that SEDA-COG is using – apply this to the sidewalk program or if there is an increase it can be applied to the curb cuts). So Council could apply the over/under to the sidewalks or apply the over (if it is over) to the curb cuts.

Treas. Badman stated that she feels the best placement for the over/under would be with the curb cuts and handicap ramps.

Motion made by V/P Carroll to approve the submission of the application to DCED. Motion seconded by C/P Charles.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

Motion made by C/P Charles that if the allotment comes in over or under the estimated amount that it be added to or taken from the curb cuts. Motion seconded by V/P Carroll.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

Ms. Ruch stated that the Borough should be receiving its 2014 contract over the next week or two (2).

Selinsgrove Projects, Inc.

Board Meeting Minutes – Copy Provided

Selinsgrove Projects, Inc. (SPI) President Carol Handlan took the floor. She informed Council that the Hops, Vines and Wines Festival has come and gone. It was a very successful event this year. It is so rewarding to bring so many people to Selinsgrove year after year. People from all over the East Coast have been coming and because electronic ticket purchasing is provided the committee knows where the tickets are being purchased from. There were individuals from Massachusetts, New Hampshire, Vermont, New Jersey, New York, Washington DC, Virginia, Maryland, Tennessee, California and Arkansas. Some of these folks are repeat individuals that follow craft brew festivals. Ms. Handlan is pleased to say that even though people from Philadelphia to Pittsburgh and York to Williamsport visited the festival, 60% of the tickets purchased came from the Susquehanna Valley.

Tickets sales were increased by 100 and Ms. Handlan believes that having attended the festival, the capacity has been met. There will be no more increases in the number that can attend. Ms. Handlan would like to thank the Borough staff for assisting them in putting up all of the “No Parking” signs, providing the wooden horses to close down the street and for those who volunteered during the festival. It is very much appreciated and this event would not take place without the many volunteers.

Ms. Handlan also informed Council that SPI is obtaining estimates to have the clock in front of First National Bank repaired. It is more than just having the clocks surface resurfaced – it is also coming apart

on the outside and it looks that someone climbed up and put black electrical tape on it to try and hold it together – there is an opening on it that is very concerning. SPI is hoping to have this done by the fall.

SPI has also revised their annual \$500.00 scholarship that is given out each year. In the past it was automatically given to the person who was the Student Council President at the High School. This has been revamped to a Scholarship Application process. It is based on a senior student's volunteer work in Selinsgrove. There were five (5) applications submitted for 2015. An essay was included to tell SPI what their volunteer work included and why it was so important to them. The scholarship went to Maria Lucchi.

Ms. Handlan also stated that in recognizing the importance of having facilities for the youth in Selinsgrove – SPI was approached for a contribution request by Selinsgrove Area Recreation, Inc. (SARI). SPI contributed \$1,000.00 to the Selinsgrove Pool.

Ms. Handlan would like to recognize some people in the community for their volunteering year after year and they would be Butch and Janet Yetter who take care of the flower bed on Orange Street – they do this every year without asking for any contributions; Bo and Joan Fasold maintain the flower bed at the south end of town. They step up to do many things in the Borough and show up at many events. They also weed throughout the Borough; Mike and Janie Coyne are also seen around the Borough weeding and mulching along the Business District and Bobbi and Chuck Steininger are instrumental in hauling pianos for Piano Palooza, they hung all the flower baskets in the Business District with the help of their children. If anyone sees any of these individuals, please say thank you.

C/P Rudnitsky would like to thank Ms. Handlan for all she does.

Ms. Handlan did state that the Hops, Vines and Wines Festival just cleared over \$54,000.00 for 2015.

Selinsgrove Parks & Recreation – Megan Will

Ms. Will stated that the Borough has a no smoking policy at all the parks but there wasn't a sign posted at the boat launch. She wanted to thank the Borough for installing one.

Little Norway II has seen much discussion about how to make it more usable for a longer amount of time in the winter. Parks and Recreation (PnR) Coordinator Jessie Runkle has done some research into purchasing a liner to put down. Ms. Runkle stated that the area will need to be graded first before the liner can be installed. One of the Board members suggested having the surface clayed again.

The kayak launch at Penns Creek is in need of some attention on the creek bank. Dr. Jonathan Niles from Susquehanna University will be giving some suggestions at the next PnR Board meeting.

Ms. Will stated that she will see that Administrative Assistant Chele' Weaver gets the article about the camera project at the Moose Playground for the newsletter.

Treas. Badman informed Ms. Will that the Borough crew has put in the piece of equipment at the Tot Lot on Water Street.

Ms. Will also wanted to remind Council that on Saturday, August 8, 2015 PnR's Ecology Day will be held at the river. The sessions are 9 a.m. – 12 noon and 1 p.m. – 4 p.m.

Kelly O'Brien Gavin – Business Incubator Program

Approve \$12,000.00 for a 2-year commitment

Kelly O'Brien Gavin took the floor and thanked Council for entertaining the project. She informed Council that a facility has not been secured yet and they are in negotiations with a property at the north end of Market Street.

C/P Charles stated that the Finance Committee discussed this in great length and after a lot of discussion, the committee recommends that they do not approve the Gelnett application for \$12,000.00. The committee does not feel that it meets the intent of the Gelnett funds.

C/P Rudnitsky did state that every member of the committee does feel that it is a wonderful idea, but it is economics. There has never been a Grant for economics for other kinds of community things such as beautification, recreation and educational things. This just seemed to be quite a stretch. Some of the members felt that this was more of a general welfare or tax dollars general fund rather than Gelnett fund.

C/P Charles stated that as of June 2015 the Gelnett fund is over budget. It should be balanced by the end of the year. The committee can't take a chance on committing money that it doesn't have.

C/P Rudnitsky stated this program has been run in Bloomsburg, PA and Lewisburg, PA. Ms. O'Brien Gavin stated that this is correct. C/P Rudnitsky asked if these communities funded it through Borough or Township involvement. Ms. O'Brien Gavin stated no, there were community and economic development organizations within the communities.

Carol Handlan stated that she is confused as to what the Gelnett funds are to be used for. The guidelines seem very general and she felt that since this is an incubator program - the Gelnett funds were to be used for the enhancement of Selinsgrove. She feels that it does not exclude economic programs at least according to the verbage. She is a little disappointed in hearing this response and the interpretation that Council took on this.

C/P Charles stated that the Committee tries not to use Gelnett monies for any operating expenses. An exception was given to the Selinsgrove Pool to try to get them back on track. This request is strictly for operating expense. C/P Charles said that the Committee beat this to death and every one of them feels this is a fantastic concept – they just don't feel that it is the intent to use Gelnett monies for something like this.

Fresh Roasted Coffee owner Andrew Oakes took the floor and stated his business got started through the Keystone Innovation Zone (KIZ) program. Mr. Oakes is not saying that this is the ideal place to get the money but he would like to inform Council that they really need to find a location and a source to fund this program. He started his business in an incubator in Bloomsburg, PA approximately five (5) years ago. His business has grown tremendously over the last two (2) years. His business shipped 10,000 orders last month. Mr. Oakes has just ordered a new roaster that will triple the volume. Hundreds of thousands of dollars have been invested into Selinsgrove, PA. Billions of dollars in revenue – it's all coming back to Selinsgrove. Whether it is all his employees coming downtown for lunch, having their cars fixed here, working here and Mr. Oakes buying a new truck from Selinsgrove Ford – it is all monies coming back to this community. It is such a tremendous resource to bring in smart, young people and put them together with college students from Susquehanna University – he hired a creative writer from Susquehanna University and he has hired a bachelor's student from Susquehanna University that has stayed.

Mr. Oakes ships coffee weekly to all 50 states from Selinsgrove, PA and they are adding Canada. This incubator can add a lot of potential to Selinsgrove – it will bring in a lot of creative people.

Ms. O'Brien Gavin wanted to make Council aware that they are a not-for-profit organization. They do provide Grants and incentive programs to entrepreneurs to accelerate their business.

C/P Rudnitsky wondered if something like this couldn't be added to the 2016 budget. Council will have Sol. Cravitz look into this.

Selinsgrove Chamber of Commerce

Meeting Minutes – Copy Provided

Mgr. Williams stated that he attended the July 2015 meeting. Chris Bailey from Susquehanna University gave a very informative talk on how Susquehanna University decided to convert from coal to gas using the energy choice selection process.

SARI (Pool) – Richard Mease

Authorize Letter to Zoning Hearing Board – Copy Provided

C/P Mease stated that the pool is looking for authorization from Borough Council to have Horvath Communications file an application with the Zoning Hearing Board for the setbacks and the height variance.

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

AYES: SIX (6) NAYS: NONE MOTION CARRIED

Others in Attendance

Approve Street Closure for Boy Scout 5K Run/Walk October 25, 2015 - Beth Bingeman

Ms. Bingeman took the floor and stated that they are looking for the approval of a Temporary Street Closing Permit for Sunday, October 25, 2015 from 2 p.m. to 5 p.m. for a 5K Run/Walk Fundraiser. This will be held on the Isle of Que along Front Street. This Troop holds its meetings at Sharon Lutheran Church on South Market Street.

C/P Hendricks stated that by the way the streets are listed on the application, is the Troop really looking for a street closure. Ms. Bingeman was told that she needed to do this. She felt it may not be necessary. She does realize, however, that there would need to be coverage at each intersection and this would be provided by the Boy Scout Troop.

Motion made by C/P Charles to approve the route for the 5K Run/Walk. Motion seconded by C/P Hendricks.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

Borough Resident Vincent Stoops

Mr. Stoops took the floor and stated that he really likes Kelly O'Brien Gavin from RBI and that she has done fantastic things in other communities. If the Borough gets the opportunity for her to come and partner with Selinsgrove in any way to add to what she is already doing, it would be outstanding.

Borough Resident Carol Handlan

Ms. Handlan would like the Selinsgrove Community to recognize Amanda Swazey and her accomplishments for bringing home the gold in the Special Olympics. Ms. Handlan feels she is worthy of a parade and perhaps a ride on a fire truck from DH&L.

Borough Treasurer Sheri Badman

Treas. Badman wanted to inform everyone that the Borough has recently passed the RCAP audit for 1.25 million dollars for the Borough Building. This was in part thanks to Mike Coyne's assistant Barbara Dennen who suggested items to be collated by Treas. Badman.

Council President Brian Farrell

Pres. Farrell wanted to remind Council that Cole's Hardware will be holding their Ribbon Cutting and Open House on Thursday, August 20, 2015 at 6:30 p.m. at 700 North Broad Street.

COMMITTEE / COMMISSION / BOARD REPORTS:

FINANCE & BUDGET COMMITTEE – Tim Charles, Chairman

Payment and Ratification of Bills

Motion made by C/P Charles to pay the bills as presented. Motion seconded by C/P Hendricks.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

Statewide Tax Recovery, Inc. – Exoneration Request – No Report

Acknowledge Receipt of 2014 Borough Audit and 2014 Authority Audit – Copy Provided

Authorize Renewal of Highmark Health Insurance – Copy Provided

C/P Charles informed Council that Christine Kinney came to the Finance Committee meeting and went over the options on the Borough's medical plan for 2016. After a considerable amount of time the committee recommends staying with the PPO Sharing \$2000 that will increase 9.90% upon renewal on October 1, 2015.

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

AYES: SIX (6) NAYS: NONE MOTION CARRIED

Authorize Renewal of United Concordia Dental Insurance – Copy Provided

C/P Charles stated that this is the same carrier with a 2% increase. It works out to be about \$1.00/month.

Motion made by C/P Charles to renew the United Concordia Dental Insurance. Motion seconded by C/P Hendricks.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

C/P Charles stated that on October 1, 2016 the Borough MUST by law go to an Affordable Care Act insurance policy. What the Borough currently has will no longer be available. Treas. Badman stated that the Borough currently pays according to husband/wife, family, parent/child or parent/children – this will disappear and it will all go according to age and gender of each individual person.

C/P Charles stated that if you do smoke, there will be a penalty. No two (2) employees will be charged the same rate. The price of the plan will not be known until 60 days before the plan renews.

PUBLIC FACILITIES & SERVICES COMMITTEE – Shane Hendricks, Chairman – No Report

BOROUGH ADMINISTRATION / PROPERTY AND EQUIPMENT – Pete Carroll, Chairman – No Report

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

Approve Banner Placement for SU "Welcome Home" – 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

C/P Rudnitsky stated that a meeting will be held with the Police negotiating team on Tuesday, August 11, 2015 at 7 p.m. This will help the Committee in informing the police about some of the health care decisions that will be made for next year.

C/P Rudnitsky also stated that a performance appraisal is due on the Borough Manager. C/P Rudnitsky and Pres. Farrell will perform the appraisal.

PUBLIC SAFETY COMMITTEE – Erik Viker, Chairman – No Report

PLANNING COMMISSION – Earl Moyer, Chairman

Mgr. Williams stated that the Commission will meet on Wednesday, August 19, 2015 at 7 p.m. They will be discussing the new admissions building at Susquehanna University.

ZONING HEARING BOARD – Cyril Runkle, Chairman

Mgr. Williams stated that the next meeting is Thursday, August 6, 2015 at 7 p.m. It is involving the American Legion and has been advertised.

CIVIL SERVICE COMMISSION – Dalton Savidge, Chairman – No Report

SHADE TREE COMMISSION – Bo and Joan Fasold – No Report

BOROUGH ADMINISTRATIVE REPORTS:

MAYOR – Jeff Reed

Presentation of the Police Reports for May 2015 and June 2015 – Copies Provided

BOROUGH SOLICITOR – Matt Cravitz – No Report

BOROUGH ENGINEER

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

Mgr. Williams stated the Downtown Streetscape Lighting – Phase III will be rebid by PennDOT after better clarification of which proprietary poles to utilize.

The 2015 Street Program is ongoing. There is an inspection scheduled for Tuesday morning August 4, 2015 to look at some of the completed work.

The 2015 Curb Ramp Project is scheduled for final inspection on Tuesday morning August 4, 2015. Prior issues have been addressed by the contractor.

The 2015 Public Works Project included an exploratory dig on Broad Street to confirm existing pipe size and configuration. Also, part of this project is the storm water improvements on Spruce Street which has yet to begin.

Engineer Coukart continues to monitor construction at the Northumberland National Bank site and the Selinsgrove Area School District Middle School. Engineer Coukart is also in the process of doing the review for the Admissions Building at Susquehanna University.

Update on pending projects – Larson Design Group – Copy Provided

Authorize recommendations 1 through 7

Mgr. Williams stated a memo was submitted by Alan Zeigler and was dated Wednesday, July 29, 2015. This was submitted following a meeting that Borough staff had with C/P Charles, C/P Rudnitsky and representatives from Eastern Snyder County Regional Authority (ESCRA). It was disclosed at this meeting that the testing that the Borough had conducted in April and May of 2015 confirmed high strength waste. It was found that there are some users in the Borough that exceed the threshold for BOD and total suspended solids. The Borough intends to meet with those users that exceed the maximum load.

Mr. Zeigler also gave some recommendations for Council's consideration. Most of these recommendations have associated costs with them.

C/P Rudnitsky asked Mgr. Williams if Council should take action on the seven (7) recommendations. Should a letter be sent to ESCRA requesting information? Mgr. Williams stated that yes that is what he would like to see. Mr. Rudnitsky asked if it could be done as a group. Mgr. Williams replied yes.

Mgr. Williams stated that since we are talking about a fiscal expenditure let's find out what the Borough is getting into before this is implemented. The Borough needs to know what type of expenses are being talked about.

Motion made by C/P Rudnitsky to accept the recommendations of the Engineer with the exception of those that require an expenditure of funds. Motion seconded by C/P Charles.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

Update on HMGP Elevation Grant – Copy Provided

Mgr. Williams stated that Peter's Consulting Group out of Berwick, PA has been involved in the elevation of the two (2) homes on the Isle of Que. Denny Peters has physically been to the homes during the first week of July to do an assessment of the properties and meet with the property owners. Most likely the elevation work will not be done in 2015 but postponed until next year.

BOROUGH TREASURER – Sharon M. Badman

Approve Treasurer's Report for Month of July 2015 – Copy Provided

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

AYES: SIX (6) NAYS: NONE MOTION CARRIED

September 2015 Newsletter Articles Due by 8/20/15

BOROUGH MANAGER / SECRETARY – Paul A. Williams

Manager's Monthly Activity Report – Copy Provided

Mgr. Williams pointed out that on Thursday, July 9, 2015 at about 5:20 p.m. there was an EF zero tornado that struck the Isle of Que. There was some tree and property damage.

The Borough did follow through and permit as a temporary use the location of Christ United Methodist Church (they are displaced because of a fire) on South High Street. The church is presently using Weber Chapel Auditorium until Susquehanna University starts classes at the end of August.

ZONING – Jessie Runkle, Deputy Zoning and Permit Officer

Update of ZONING, SIGN, OCCUPANCY & DEMOLITION PERMITS ISSUED – Copy Provided

PARKS & RECREATION COORDINATOR – Jessie Runkle

Monthly Report – Copy Provided

Mgr. Williams stated that the Ta-Ta Trot organization is holding a post event meeting this evening to critique the event. Mgr. Williams will do a follow up to see how it went. C/P Mease stated they are planning on holding this event again in Selinsgrove next year.

SELINGROVE MUNICIPAL AUTHORITY – Donald Bottiger, Chairman – No Report

EASTERN SNYDER COUNTY REGIONAL AUTHORITY – Ed Mann

Meeting Minutes – Copy Provided

NORTH-EASTERN SNYDER CO. JOINT AUTH. – Bill Hetherington/Dianne Mengel – No Report

Recess to Executive Session at 8:22 p.m.

Reconvene at 9:17 p.m. – No Action Taken

It was discussed to move forward with the current eligibility list for the Police Department until it is exhausted.

ADJOURNMENT:

Motion made by C/P Hendricks to adjourn at 9:18 p.m.

Respectfully submitted by

Chele' Weaver
Recording Secretary