

SELINGROVE BOROUGH COUNCIL MEETING

MONDAY, FEBRUARY 3, 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 Shane Hendricks, C/P Rich Mease, and C/P Erik Viker

COUNCIL MEMBERS ABSENT: None

OTHERS PRESENT: Borough Manager/Secretary Paul Williams; Solicitor Bob Cravitz; Mayor Jeff Reed; Borough Treasurer/Assistant Borough Manager Sheri Badman; Recording Secretary Chele' Weaver; DH&L Fire Company Gary Griner; SEDA-COG Stacy Richards; President New Berlin Borough Council Juli Finkbiner; Representative Fred Keller's Office Darwin Swope; ESCRA Representative Ed Mann; Nathan Jorgensen and Borough Resident Margaret Siro

OTHERS ABSENT: Jr. C/P Jonah Markle

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 JANUARY 6, 2014

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

PERSONS TO BE HEARD:

PRESENTATION by Stacy Richards (from SEDA-COG): Replicating an Energy Independence Project – Copy Provided

Ms. Richards informed Council that she directs the Energy Resource Center at SEDA-COG. She was here less than a year ago to perform a Utility Bill Analysis. She brought some matching funds into the Borough through this analysis.

Ms. Richards would like to present another opportunity. She would like to hit some highlights and explain what the opportunity is and then make some suggestions to Council about how to proceed if the Borough is interested. She would suggest if Council is interested in putting together an Ad Hoc Committee to meet with her to learn more about the specifics. The Appalachian Regional Commission will provide a little bit of funding to a couple of communities in our Region because New Berlin was a success.

Ms. Richards stated that what they did for New Berlin was educate the community collectively. They identified what New Berlin was using as a baseline and set a goal to reduce their energy use. Ms. Richards stated that SEDA-COG leveraged at least one (1) million dollars for New Berlin in other funds other than the Appalachian Regional Commission funds. SEDA-COG was the Project Manager for this. They do not have to be the Project Manager for the Borough if Council feels there is someone else. She would still love to see a committee formed so she can describe how this process is done.

Ms. Richards stated that they use PP&L's Act 129 Energy Save Program with all the rebates in large measure. Ms. Richards feels that not many people have taken advantage of this program. There are rebates for appliance turn-ins, energy audits, etc. if people qualify. Ms. Richards stated that SEDA-COG uses this information to tailor a solution to each individual facility. For example it costs \$50.00 for anyone to have an energy walkthrough and PP&L will pick up about \$200.00 of this cost. The public is really

paying for this on their PP&L bills. What was done in New Berlin was that Appalachian Regional Commission funds were used to waive the \$50.00 for the 136 residents that chose to have an energy walkthrough to find out what they could do to reduce their energy use in their home.

Ms. Richards stated they partnered with the Appalachian Regional Commission and Loyalsock Township to do a utility bill analysis. Their municipal building showed that if they would do a minor lighting retrofit, install more insulation for less than \$10,000.00 and put a solar panel on their south facing roof they could be an almost zero net energy building.

The funding from the Appalachian Regional Commission typically comes through in October. The first four (4) months are used to get everything together and then finding out how the energy in Selinsgrove is being used. The energy walkthroughs and assessments are then done.

Ms. Richards again stated she would really like to meet with some Council members and also some business owners from Selinsgrove.

Ms. Richards informed Council that in New Berlin they did a community wide energy audit and went door to door with a simple survey to find out how people use their energy with both electricity and heat. A second survey was done with two (2) questions with one (1) question being "how many people live in this house" and "is your household income above or below a certain amount." From this list a hundred potential homes were identified that qualified for free weatherization service under LIHEAP and under PP&L's program. Notoriously, these people are hard to find (they are usually senior citizens). This was a great way to identify who these people might be. We then helped them fill out the forms, followed up with them to make sure they qualified and then assisted in getting them the free service. There were actually 37 homes in New Berlin that qualified to be weatherized.

Mgr. Williams stated he does feel that an Ad Hoc committee could be put together to see if there is an interest from the community.

DH&L Fire Company/DH&L Ambulance League – Gary Griner reported that for the month of January 2014 the Fire Company had eight (8) automatic alarms; one (1) brush/wild land fire; one (1) CO alarm; one (1) motor vehicle accident with extrication; one (1) false alarm; one (1) good intent/service call; three (3) medical assists; three (3) motor vehicle accidents without extrication; one (1) over pressure/rupture call; one (1) odor investigation; five (5) structure fires and one (1) fire/arson investigation.

Incidents by Township are as follows: one (1) in Chapman Township; four (4) in Monroe Township; eleven (11) in Penn Township; six (6) in Selinsgrove Borough; four (4) in Shamokin Dam Borough and one (1) in Washington Township. Total estimated losses are \$0.00.

There were 203 staff members who put in a total of 132.95 man hours.

Selinsgrove Area Recreation, Inc. – No Report

Selinsgrove Projects, Inc. – Copy Provided – Mgr. Williams informed Council that Carol Handlan is the new President of SPI.

Parks & Recreation Commission – Rocky Baer – C/P Hendricks informed Council that the ice rink is up and running and that Walt Nichols is there day in and day out and is doing a nice job. Dave Bowersox and crew have been clearing the ice. C/P Hendricks stated that if anyone sees these volunteers to please thank them for all their hard work.

The next meeting is scheduled for Tuesday, February 25, 2014 at 7:00 p.m. in the Keystone Room.

Recess to Executive Session at 7:45 p.m. for Discussion of Potential Litigation

Reconvene at 8:35 p.m. – No Action Taken

COMMITTEE / COMMISSION / BOARD REPORTS:

FINANCE & BUDGET COMMITTEE:

Payment and Ratification of Bills

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

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

Consider the adoption of Resolution 2014-03 pertaining to the exoneration of Mike Bolig for Delinquent Real Estate Taxes for 2013, Uncollectible Per Capita Taxes for 2013 and Collectible, Delinquent Per Capita Taxes for 2013 – Copy Provided

Motion made by C/P Viker to adopt Resolution 2014-03. Motion seconded by C/P Charles.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Authorize Statewide Tax Recovery, Inc. to collect the Delinquent Per Capita Taxes for 2013 that are determined to be collectible.

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Update on meeting with Gelnett Trustees – Copy Provided

C/P Charles stated that by the terms of the Trust the Trustees meet with the Borough once a year. Mr. Scott Heintzelman and Mr. Robert Laudenslager are the Trustees. A highlight is that the Borough got a 6.63% return on the Trust. The Trust value is now 5.4 – 5.5 million dollars. It does continue to grow. They are using a conservative approach to the investing; 40% stocks and 60% income funds.

Approve RFP for 2014 Borough Cleanup – Copy Provided

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Recommendation on Request for Proposals pertaining to a loan not to exceed \$3,500,000 for permanent financing of the Borough Building Construction/Renovations – Copy Provided

C/P Charles stated that the Committee's recommendation is to go with Juniata Valley Bank for 20 years. It is locked in for the first 10 years at 2.99% and they will adjust after 10 years to the 10 year T bill plus 1.55%.

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

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

Request for Traffic Control on Front Street for 5K Run on March 22, 2014 – Copy Provided – C/P Mease stated that organizer Cassandra Oelberg will be responsible for getting in contact with the Police Department to see that the traffic control is taken care of.

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

PERSONNEL MANAGEMENT COMMITTEE – Marvin Rudnitsky, Chairman – No Report

PUBLIC SAFETY COMMITTEE – Erik Viker, Chairman – No Report

PLANNING COMMISSION – Earl Moyer, Chairman – No Report

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 the Commission will have 23 trees coming this year through a Grant. This means they do not have to be used as “street” trees they can be used somewhere else.

BOROUGH ADMINISTRATIVE REPORTS:

MAYOR – Jeff Reed

Presentation of the Police Report for December 2013 – Copy Provided

BOROUGH SOLICITOR – Robert Cravitz, Esq.

Authorize the Solicitor to prepare the documents necessary for and pertaining to the permanent financing for the Borough Building Construction/Renovation Project – Sol. Cravitz stated he needs authorization to advertise the Ordinance to proceed to DCED. This process will take about 60 days if the Borough is lucky. The passed Ordinance will then be submitted to DCED for their review and approval and if they find nothing wrong they will send it back in about 30 days.

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

BOROUGH ENGINEER

Update on pending projects – Coukart & Associates, Inc. – Copy Provided – Mgr. Williams informed Council that the Contractor has submitted all closeout paperwork for the 2013 Utility Program and the same goes for the 2013 Street Program.

Construction of Downtown Streetscape – Phase III - Eng. Coukart has been working with electrical consultant, Martin Roger Associates from the Wyoming Valley area to confirm that the locations meet PennDOT lighting requirements. Eng. Coukart anticipates making the initial submission to PennDOT in February 2014 for review and comment.

The Weis Markets Land Development Plan has seen the site work stopped due to the severe weather they have been experiencing. His office has done a review of the “Released for Construction” plan set.

The Borough does have a meeting scheduled with Weis Markets at the end of the week to talk about the water and sewer line. There has been discussion about them replacing the line and putting it closer to Route 522.

Mgr. Williams stated that the Contractor is expecting delivery of the traffic signal poles in late March 2014 for the traffic signal at Mill and Market Streets. They will proceed with construction of the foundations at the end of February 2014, weather permitting.

The 2014 Public Works Projects has been initiated with field work, surveys, etc. with work being primarily done along Snyder Street.

Update on pending projects – Larson Design Group – No Report

BOROUGH TREASURER – Sharon M. Badman

Approve Treasurer’s Report for Month of January 2014 – Copy Provided

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Approve 2014 Street Cleaning Schedule – Copy Provided – Treas. Badman stated if there are any changes or additions to let Administrative Assistant Chele’ Weaver know. This will be included in the March 2014 Newsletter.

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Approve 2014 Recycling/Borough Cleanup Schedule – Copy Provided – Treas. Badman stated if there are any changes or additions to let Administrative Assistant Chele’ Weaver know. This will be included in the March 2014 Newsletter.

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

BOROUGH MANAGER / SECRETARY – Paul A. Williams

Manager’s Monthly Activity Report – Copy Provided – Mgr. Williams stated that on Wednesday, January 8, 2014 the Property Committee met with E.I. Associates and Moore Engineering and that some progress is being made. The Borough is waiting for a reply back from the professional involved.

On Wednesday, January 22, 2014 Mgr. Williams met with Derrick Shambach to discuss a number of issues including the action that was taken last week on the adoption of the Hazard Mitigation Plan.

On Friday, January 24, 2014 Mgr. Williams and Treas. Badman met with Ken Miller and Ron Sanders regarding the Borough’s Insurance Renewal Applications.

The on-going projects include the RFP for permanent financing, the Part-time Recreation Coordinator position has received about seven (7) applications to date. The Borough has advertised to sell their surplus equipment/vehicles and there is some progress being made at 397 Eighth Street – they had a home heating fuel leak in the basement back in December 2013.

Notice: PSAB 2014 Annual Conference – April 6-9 at The Penn Stater, State College, PA – Mgr. Williams informed Council that the theme for this year is, “Borough’s Build Bridges for Communities.”

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

Consensus on 2014-2015 Work Plan – Provided Previously – Mgr. Williams informed Council that the continuation of the Main Street Managers Program has been added for discussion, it is ending in May of 2014. Mgr. Williams asked Council if this is what they would like to see and is this a good guide for the next two (2) years.

Pres. Farrell stated he would like to have the Landlord Ordinance looked at again. It is similar to the Property Maintenance Code.

Motion made C/P Viker to adopt the work plan with the understanding that this is a guideline. Motion seconded by C/P Charles.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Resolution 2014-04 – Mgr. Williams stated that this is a Resolution to Designate Authority to Sign Reimbursement Agreement No. 033768 for the Selinsgrove Streetscape Transportation Alternative Project otherwise known as TAP. This is for the ornamental streetlights. It will give authority to the Council President to sign on behalf of Borough Council and the Secretary to attest his signature to enter into this agreement.

Motion made by C/P Viker to adopt Resolution 2014-04. Motion seconded by C/P Charles.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

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 – No Report

EASTERN SNYDER COUNTY REGIONAL AUTHORITY – Ed Mann

Monthly Minutes – Copy Provided

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

NEW BUSINESS:

COUNCIL MEMBERS – Marvin Rudnitsky informed Council that Northumberland National Bank is building a satellite office on a lot on North Market Street. The Bonawitz family has owned this land for many years. This will be a nice addition to Selinsgrove.

C/P Rudnitsky also stated he attended the Newly Elected Officials Workshop. He informed Council that some of the participants were not newly elected officials but have been working for 3, 4 or 7 years. He stated that if anyone would be interested in attending he would highly recommend it.

ADJOURNMENT:

The meeting adjourned at 9:20 p.m.

Respectfully submitted by

Chele' Weaver
Recording Secretary

