

**SELINGROVE BOROUGH COUNCIL MEETING**

**MONDAY, FEBRUARY 6, 2012 - 7:00 P.M.**

**COUNCIL MEMBERS PRESENT:** Pres. B. Farrell, V. Pres. P. Carroll, C/P D. Anderson, C/P T. Charles, C/P S. Hendricks, C/P R. Mease, and C/P E. Viker

**COUNCIL MEMBERS ABSENT:** None

**OTHERS PRESENT:** Solicitor R. Cravitz; Mayor S. Christine; Junior C/P Maggie Lemons; Borough Treasurer/Assistant Manager Sheri Badman; Recording Transcriptionist Dawne Long; Daily Item Reporter Tricia Pursell; Borough Residents Lynn Askew, Bob Bickhart, Bob & Linda Derr, Cheri DeSiena, Colleen Dodson, Charles Fasold, Donald Foreman, Jim Handlan, Elaine Herrold, William Hetherington, Sue Kintzer, Joe Kleinbauer, Dale Martin, D. & Earl Moyer, Dee & Mike Moyer, Brenda & Mark Reinard, Michael Savidge, Rick Savidge, Joseph & Margaret Siro, Vincent Stoops, Donna & Phil Stroup, J. Thomas & Susan Walker, Robert & Tracy Walshaw, Pamela White; Borough Property Owners Brian Betz, Debbie Brouse, and Jacque Reggia; DH&L Representative Ben Metzger, El Associates Representatives Mark Barnhardt and Jim Martin; Keller's Beer Owner Matt Viens; Borough/Library Project Clerk of the Works Ed Krantz; Parks and Recreation Board President Rocky Baer; SEDA-COG Representative Glenda Ruch; Selingsrove Library Board Members Pam Ross and Tut Woelfel; Selingsrove Tax Collector Michael Bolig

**OTHERS ABSENT:** None

**CALL MEETING TO ORDER:**

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

**REVIEW AND APPROVAL OF COUNCIL MINUTES FROM MEETING OF JANUARY 3, 2012:**

Motion by C/P Viker to approve the minutes as presented. Seconded by C/P Hendricks.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**RECESS MEETING TO PUBLIC HEARING – The meeting recessed at 7:01 P.M.**

**Presentation by Glenda Ruch on FFY 2012 CDBG Funding** – The purpose of this meeting is to discuss the CDBG Program and to receive public comment on the proposed activities and/or proposals for new activities. The hearing will also include discussion of the potential environmental impacts of the proposed projects. The public is also invited to provide input into the Three-Year Community Development Plan, as well as comment on this year's Program or the performance of any other year's CDBG Program. Glenda Ruch reported that the CDBG funds come through the Pennsylvania DCED from the federal government's HUD program. She stated that the Borough allocation for 2012 is being reduced by 12% from the 2011 allocation. Therefore, the estimated 2012 amount will be \$91,300. The final amount, which could be higher or lower, should be known around the end of February. Council will have to direct Ms. Ruch as to how they want the increase or decrease to be allocated. Glenda Ruch reported that last year Council approved and allocated \$1,319 to an Adult Daily Living Center safety improvement project. Unfortunately, the Union/Snyder Agency on Aging will be closing the Adult Daily Living Center. Ms. Ruch recommended that Council approve reallocating the \$1,319 to the Front and Second Street Reconstruction Project. The final public hearing will be held March 5 in the Pump House. At that time Council will approve the application for submission to DCED. Glenda Ruch explained that eligible activities under the CDBG can be pretty much anything and can include removal of architectural barriers for the handicapped, sidewalk improvement for income-eligible homeowners, recreation, storm water, sewer, water, and a host of other things. Some things that CDBG monies cannot be used for include building construction, equipment purchases and any work being done on general purpose facilities.

Therefore, funds cannot be used for the building expansion project; however, CDBG money can be used for the elevator, which makes the building handicapped accessible. Ms. Ruch reported that there are three national objectives that must be met with the CDBG program: 1) project monies must benefit low to moderate income persons or the elderly, 2) project monies can be used to remove a slum or blight, and 3) project monies can be used in response to an urgent need following a formal declaration of a disaster or recent emergency. Ms. Ruch reviewed the Fair Housing Notice and the Selinsgrove Borough Residential Antidisplacement and Relocation Assistance Plan.

Glenda Ruch stated tonight is the final opportunity for new projects to be presented for FFY 2012. The projects currently under consideration are the Front and Second Street Project at \$65,103, the Elevator Project at \$9,763, and Administration at \$16,434. The administration fee pays for the management of the five-year contract. Based on the anticipated 12% reduction in funding, SEDA-COG reduced the administration amount by \$1,786. If the final grant amount is an increase over the proposed \$91,300, Ms. Ruch asked Council to consider applying some of that increase to get the administrative fee back up to the normal allocation of 18%. Anything left after that could be applied to the Front and Second Street Project. If the final amount is a decrease, Ms. Ruch asked Council to consider reducing funding for the Elevator Project. She stated she ran this by Acting Mgr./Treasurer Badman for her approval. At this point Ms. Ruch asked if there are any additional projects to be proposed by Council or the public. Hearing none, Ms. Ruch asked if there was any discussion regarding past projects. Hearing none, Ms. Ruch stated that each project that is funded by the CDBG program must go through an environmental review process, which SEDA-COG takes care of for the Borough. Ms. Ruch also pointed out the Section 3 Preference Statement at the bottom of the agenda that she supplied.

**RECONVENE MEETING – The meeting reconvened at 7:14 P.M.**

**Consider approving proposed use of funds for FFY 2012** – Motion by C/P Anderson to approve the proposed projects and the allocation of funds for FFY 2012. Seconded by C/P Carroll.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Consider approving proposed application of increase or decrease to the project** – Motion by C/P Anderson to approve the proposed application of the increase or decrease. Seconded by C/P Carroll.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Authorize Glenda Ruch to move forward with the budget modification to the final 2012 application, moving the \$1,319 from the Adult Daily Living Center Project to the Front and Second Street Project** – Motion by C/P Anderson to make this authorization. Seconded by C/P Hendricks.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Consider adoption of Resolution 2012-02 appointing Sharon Badman as the Environmental Review Certifying Office for the Borough's CDBG Program** – Motion by C/P Anderson to adopt Resolution 2012-02. Seconded by C/P Hendricks.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**PERSONS TO BE HEARD:**

**DH&L Fire Company** – Firefighter Ben Metzger reported there were 14 incidents in January: 5 automatic alarms, 1 CO alarm, 5 auto accidents without extrication, 2 structure fires, and 1 tree down. There was no dollar loss within the jurisdiction. January man hours total 95.

C/P Hendricks stated that he had spoken with Weirick and Hackenberg and he asked if Mr. Metzger knew if they were still planning to ask Council to come to an open house just for Council on February 13. If so, Council will have to recess tonight's meeting in order to meet at DH&L. Mr. Metzger stated this will

probably have to be rescheduled for a later date. C/P Hendricks asked Mr. Metzger to let Weirick and Hackenberg know that this would have to be rescheduled for some time after the March Council meeting. Mr. Metzger stated he will do this.

**Selinsgrove Projects, Inc.** – A written report was supplied. Pres. Farrell reported that a Main Street grant application was submitted to DCED. This will include some operational funding and some façade funding for downtown businesses. The SPI design committee has approved two projects for the next round of funding and there are several more applications that they anticipate will be submitted in the near future. There was a larger than normal turnout at the last SPI meeting. The Board approved two new Board members: Elaine Herrold and Mike Coyne. Two Board members left the Board: Bev Owens stepped down and Carol Handlan left due to term expiration. Four guests at the meeting expressed interest in becoming members and they were given applications. Officers for 2012 are Pat Owens, President; Elaine Herrold, Vice President; Bill Bird, Treasurer; Bobbi Steininger, Secretary. SPI has been exploring the possibility of adding some new events downtown, such as a restaurant historical tour of the downtown to coincide with the Hometown Farmer’s Market over the summer months. This would be a promotion for the local restaurants and would create return customers.

**SPI, Approve Borough Assistance with Clock Project** – Pres. Farrell passed around some information, noting that the clock needs electricity. Acting Mgr. Badman reported that a hole will be drilled into the side of the power box to run electric to the clock from the street lights. The electricity will be supplied by the Borough, with Council’s approval tonight. The Borough crew would do the work. C/P Charles noted that Corby Bowersox is the one who recommended this fix for the clock.

Motion by C/P Viker to approve this proposal. Seconded by C/P Charles.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

Cheri DeSiena stated the original plan was to repair the insides of the clock. This was not possible so the original company was contacted for new insides. The clock has been taken apart and cleaned and it is ready to assemble with the new workings. The power was originally supplied by the bank and the clock was owned by the bank. During the process of trying to get the clock working again, the bank deeded the clock to Selinsgrove Projects, Inc. C/P Viker noted that Heintzelman Jewelers did much work on the clock. It was a true community effort to restore the clock and everyone’s work is appreciated.

**Jim Handlan re: January’s Borough Manager Vote** – Mr. Handlan directed a question to C/P Charles and asked why the Personnel Committee stated in November that they were not recommending any changes in the Borough Manager position and why this was changed in January. C/P Charles noted that it was not November but October when he made the statement that his committee did not recommend opening any of the four Council-appointed positions. He stated in October, in November and at the first meeting in December he would not have voted to open the Borough Manager position. He stated he voted the way he did for his own reasons and that his change of mind came after the first meeting in December. He stated he has very valid reasons for the way he voted, but he will not air his reasons to have them run on the front page of the Daily Item. He does not want people to perceive this as a public bashing of John Bickhart, and he will not take part in that. He stated Mr. Bickhart has lived here all his life and will continue to live here. He had a business before he was Borough Manager and he may go back into that business again. C/P Charles stated the committee report that was made in October did not recommend any changes. He stated the person that said this report was made in November was wrong and the person that said November should have known that or at least checked on it. Mr. Handlan stated he did not see that it made a difference whether it was October or November. C/P Charles stated that the information put out is wrong. He reiterated that he has very valid concerns but he does not want to air them publicly as they will make their way into the newspaper. Mr. Handlan asked whether C/P Charles does not think the public has a right to know. Solicitor Cravitz stated that this is a personnel matter and Council does not have to give reasons why it voted the way it did. C/P Charles stated that he voted not to reappoint someone and he stands by that vote. He stated that he would vote the same way today. He stated to the astute Council observer, some reasons may become obvious to people over the next several months. Borough Tax Collector Mike Bolig stated that Council members must be cautious in what they say so that public comments do not give rise to a lawsuit of some sort which would cost the people

of the Borough money. He stated the Borough has liability insurance but costs could rise because of a lawsuit. C/P Viker stated that Council members have no obligation to explain why they vote the way they do. He stated the citizens choose their representatives on Election Day, and if citizens do not like the way Council members vote they can make a different decision on the next Election Day. He stated it is important that citizens make their choices wisely as there is an extraordinary amount of authority and responsibility at the Council table. He noted that personnel matters are very important and sometimes confidential. Council cannot publicly discuss things that are discussed during an Executive Session. He stated it is important to remember that just because someone was appointed or not appointed does not mean that person has done something wrong. Every two years Borough Council can reappoint or not, and there is no guarantee of employment after the 1<sup>st</sup> of January in the even-numbered years. He stated that the citizens have the power to make decisions by way of whom they elect to the Council seats every two years. Pres. Farrell stated this is democracy in action. It is now time to move on and do what is best for Selinsgrove.

Joe Herb asked if Pres. Farrell was suggesting that this is the last opportunity that anyone in the audience has to offer comments or suggestions about any of the upcoming agenda items. Pres. Farrell stated he is not; he is just moving on in the agenda from the public comments section.

## **APPOINTMENTS**

**Consider the appointment of Janet Powers as an Alternative Representative to the Central Keystone Council of Governments** – It was noted that this position was formerly held by Carol Handlan. This is a 3-year term which will expire the end of December 2013. The current representative is Brian Farrell.

Motion by C/P Hendricks to appoint Janet Powers. Seconded by C/P Carroll.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Consider the appointment of Bill Hetherington and Dianne K. Mengel as co-representatives to the North-Eastern Snyder County Joint Authority** – These positions serve until they are replaced.

Motion by C/P Hendricks to appoint Bill Hetherington and Dianne Mengel. Seconded by C/P Carroll.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Consider the appointment of Brian J. Farrell as the Second Alternate Delegate to serve on the Snyder County Tax Collection Committee** – This is a voting position and the person serves until replaced. This position was formerly held by Carol Handlan.

Motion by C/P Carroll to appoint Brian Farrell. Seconded by C/P Hendricks.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

## **UNFINISHED BUSINESS FROM PRIOR MEETINGS:**

**Review List of Council Issues** – Acting Mgr. Badman noted that the Weiser Run sediment cleanout was not done in 2011 and is scheduled to be done in the summer of 2012. Notices were sent to residents regarding the use of garbage disposals and public awareness efforts continue. The second annual inspections for the grease trap ordinance will be done in late winter/early spring 2012. They should be completed within two weeks from when they begin.

Margaret Siro asked if the Borough is responsible for the entire length of Weiser Run. Solicitor Cravitz replied that each property owner is responsible for the section of Weiser Run along his or her property. It is on private land and the Borough does not own an easement for it. Mrs. Siro asked who checks the purity of the water for pollutants. Solicitor Cravitz replied the Borough does not do this because it is not a source of public water. Mrs. Siro expressed concern about what will happen when the university moves

students into Pine Meadow, since Weiser Run flows through there. She is concerned about what may go into the water once there are students there, stating that water from Weiser Run goes into the groundwater. Solicitor Cravitz stated it would be up to Susquehanna University to do any testing if they feel there is a health and safety concern. He stated Weiser Run does not get into the Borough's groundwater because the Borough's wells are nowhere near Weiser Run. C/P Anderson stated there was a geological survey done regarding the groundwater and how safe the Borough's water is. There were no issues identified at that time. Bill Hetherington stated he lives on Broad Street along Weiser Run and asked if Weiser Run is the property owner's responsibility then why does the Borough get the state to come clean it out on the east side of Orange Street. Solicitor Cravitz stated that is done as part of the Agility Program. Mr. Hetherington asked why the rest of Weiser Run cannot be cleaned out. He feels that the Borough is discriminating against the property owners whose portion of Weiser Run does not get cleaned out. Solicitor Cravitz stated that this came up when Mr. Hetherington was on Council. At that time Council was approached by several property owners to clean out the run. If Council were to do that they would have to assess everybody along Weiser Run for the cleaning costs. The property owners chose not to do this because some people could not afford several thousand dollars to clean Weiser Run. Mr. Hetherington stated Weiser Run is cleaned out lower than the base of the creek that it flows into, which causes the run to back up. He stated if it is the responsibility of the property owner he should be able to tear off the covering along his property so he can see for himself what is going on under there. Solicitor Cravitz stated it would have to be determined who installed the cover. Mr. Hetherington stated the Borough put it on and he wants to take it off if he is responsible for what is under there. Solicitor Cravitz suggested that Mr. Hetherington make a formal written request to Borough Council for their consideration. C/P Viker clarified that the water that comes from people's taps is very different from the water in Weiser Run. What is in Weiser Run does not affect the quality of people's bathing or drinking water. If there were anything dangerous in Weiser Run someone would have to actually splash around in it to be affected by it. The Borough's water source is not affected by any hypothetical "stuff" in Weiser Run. C/P Anderson stated that if anyone is concerned they can stop in the Borough to read the full report on the Borough's water. C/P Viker stated that during the cancer scare a number of years ago, tests were done that proved the Borough has the healthiest water and the healthiest air in the entire state. Mike Moyer asked how Council knows where the water comes from in the aquifer that is the source of the Borough's water. C/P Viker stated that the information he referenced comes from the water supply experts in the Borough and is a matter of science. C/P Anderson added that that information is in the report that is available in the Borough office. Mrs. Siro asked how many years ago the study was done. C/P Anderson replied it was two or three at the most, noting that she was one of the few people who bothered to go to the meeting about it. Mrs. Siro continued to express concern about Weiser Run flowing through the Borough. C/P Anderson respectfully requested that Mrs. Siro look at the report, stating that she feels it would mitigate her concerns. Mrs. Siro stated that just because Weiser Run was healthy some years ago does not mean it will continue to be healthy. She stated that when she was on the Personnel Committee and was doing evaluations on the water company employees she was told by then-Mgr. Bickhart that the water company employees were not professionals. Acting Mgr. Badman stated that they are certified operators. C/P Viker suggested that Mrs. Siro write down her particular concerns regarding specific potential pollutants and the Public Safety Committee could look into the matter and report back to her. Mrs. Siro again expressed concerns about university students contaminating Weiser Run along the Pine Meadow property and having the contaminants flow through the Borough and into Penn's Creek and then into the Susquehanna River. C/P Viker asked for specific contaminants that Mrs. Siro is concerned about, noting that what she is insinuating sounds ominous and scary. Mrs. Siro finally stated her concern about students urinating into Weiser Run or drugs getting into the water.

#### **COMMITTEE / COMMISSION / BOARD REPORTS:**

#### **FINANCE & BUDGET COMMITTEE: C/P Anderson, Chair**

#### **Payment and Ratification of Bills**

Motion by C/P Anderson to pay the bills. Seconded by C/P Hendricks.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Statewide Tax Recovery, Inc. - Exoneration Requests – None**

**Approve equipment purchases as requested by the Director of Public Works – C/P Anderson** reported these were budgeted items that were taken care of in the Committee meeting.

**Consider request by John C. Bickhart for reimbursement of deductible payments during the entire month of January 2012 with COBRA benefits provided as required by law – C/P Anderson** stated that this will be addressed during Executive Session.

**Approve “Request for Proposals” for the 2012 Borough Cleanup – Motion by C/P Anderson** to authorize Acting Mgr. Badman to seek requests for proposals for the Borough cleanup. Seconded by C/P Viker.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Approve the purchase of decorative lighting to be provided by the Light Barn for the Borough Building Project – C/P Anderson** reported that Toby Skinner from the Light Barn has made a generous offer to provide, at cost, more decorative lighting than what was originally specified in the contract.

Motion by C/P Anderson to approve the purchase of those lights. Seconded by C/P Charles.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Acknowledge receipt of Rudy Gelnett Trust payment – C/P Anderson** reported that two monthly payments have been received from the Gelnett Trust. The amount received in January for interest from December 2011 was \$10,083.89 and amount received in February for interest from January 2012 was \$22,000.00. This money will be received monthly and deposited in Community Acquisitions and Improvement Fund. Most of the anticipated income for 2012 has already been budgeted; however, because it is interest income the exact sum is not known.

**Change Order Log for additions and alterations to the Building Project – Written information** provided. This will be updated as necessary.

**Kidsgrove Request – C/P Anderson** reported a request has been received from Megan Will, Kidsgrove President, asking the Borough to assist in the purchase of new equipment from Playworld of Lewisburg. The equipment costs about \$33,000 and Kidsgrove has raised \$10,000 so far. They are asking for a \$10,000 donation from the Borough. C/P Anderson stated the Finance Committee agreed that the Borough could provide up to \$10,000 from the Gelnett funds as a match, with the condition that Kidsgrove continue to successfully raise the balance of the money. Council can take formal action on this at the March meeting.

**PUBLIC FACILITIES & SERVICES COMMITTEE: C/P Hendricks, Chair**

**Boat Launch Project – Motion by C/P Hendricks** to direct Coukart & Associates to make changes to the current design and bid documents to address the concerns of the PA Fish and Boat Commission, to prepare engineering drawings and bid specs, and to submit these to the PA Fish and Boat Commission for review. Seconded by C/P Carroll.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Salt Shed – Motion by C/P Anderson** to direct Coukart & Associates to design and prepare bid documents for the replacement of the salt storage shed at the municipal shed. Seconded by C/P Viker.

C/P Hendricks noted this item has been previously approved and budgeted.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Water Reservoir Cover** – Motion by C/P Carroll to enter into a professional services agreement with Larson Design Group to design and prepare bid documents for replacement of the reservoir cover. Seconded by C/P Viker.

C/P Hendricks noted this item has been previously approved and budgeted.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Water Telemetry System** – Motion by C/P Charles to enter into an agreement with Larson Design Group for professional services to design and prepare bid documents for telemetry system of the Borough's four wells and reservoir. Seconded by C/P Hendricks.

C/P Hendricks noted this item has been previously approved and budgeted. However, the Committee believes this project will require additional funds from the capital reserve water fund. The Committee recommends that they and the Finance Committee do a review of the bid documents and estimate before this bid is advertised.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

C/P Hendricks requested an Executive Session at the end of tonight's meeting for litigation issues.

Earl Moyer stated he thought the boat ramp project already had drawings made and approved. C/P Hendricks stated that the PA Fish and Boat Commission had some concerns that they want addressed before construction begins. Mr. Moyer asked why these were not addressed before the work was started. Acting Mgr. Badman stated the repair work has not begun yet. Mr. Moyer stated the repair work will cost \$88,000. He asked where the money will come from to do the repairs since the Borough has received some of the money but will not receive the balance until after the work is done. Acting Mgr. Badman stated the Borough has received \$40,000 for the repairs. Once the repairs are finished the Borough will get the \$88,000 back. C/P Viker stated there will be no cost to the people of Selinsgrove. Pres. Farrell stated the design fee will also have to be paid out of the \$40,000. Mr. Moyer stated the current boat ramp is a bad job, noting that if you walk up and down it you feel off balance. C/P Hendricks reported that once Coukart is done with the design process it will be submitted to the Fish and Boat Commission for their review. They will ensure there are no issues before work can begin on the project. Mr. Moyer asked who did the original design. Pres. Farrell replied that the previous Borough Manager did the first design. Mr. Moyer asked if it was ever submitted to find out if it was correct. He stated it should have been approved by the Fish and Boat Commission before any construction was begun. Pres. Farrell stated that the drawings were approved and an inspection was done when the work was completed. However, the work was not done correctly to the drawings so the Fish and Boat Commission did not approve the work. C/P Viker stated the alternative to repairing the boat launch is to close it and never use it. Pres. Farrell stated the Borough received a letter from the Fish and Boat Commission stating that the ramp is closed and it should not be used until it is repaired. Once it is repaired correctly and passes inspection it can be opened for use and the Borough will be reimbursed the money. Bill Hetherington stated that the boat launch is blocked, but a few weeks ago he was down that way and someone was backing a boat in. He suggested using a more permanent structure to block the ramp. Pres. Farrell stated that is being discussed and noted that if someone moves the barricades out of the way to use the ramp they are doing so at their own risk. Joe Siro asked who is liable if someone uses the boat ramp, even though there are barricades and a sign instructing people not to use it. Solicitor Cravitz stated the engineering was done in-house, so it is a Borough project and a Borough liability. Donald Foreman stated that when something is messed up it always costs more to fix it than it did to build it in the first place.

**BOROUGH ADMINISTRATION / PROPERTY AND EQUIPMENT: C/P Carroll, Chair**

**Report on Selinsgrove Municipal Building and Community Center Library Renovation and Expansion Project** – C/P Carroll stated work continues on the building, with steel being erected and concrete being poured. Clerk of the Works Ed Krantz reported that the project is moving along. The contractors are cooperating well with each other. El Associates has done great work. Mr. Krantz referred

to the finished project as a “jewelry box”. Cooperation between municipal and library people has been outstanding. The workmanship so far has been very good. Because the site is so small, work moves quickly because there is no place to put anything. More obvious progress will be seen now that exterior work is being done. Mr. Krantz stated the project is about 6 weeks behind schedule. The contractor has come up with a recovery schedule which is being tracked on a daily basis. The project should be finished within a month to a month and a half of the original end date. C/P Viker asked about the progress on the wells for the geothermal system. Mr. Krantz stated the wells are about 50% completed, with 7 or 8 out of 15 being completed. The issue was the amount of water being generated by the wells. One day the water was actually going up in the air about 70 feet. He stated there must be an underground river that runs below the surface so the air that is used to take the cuttings out was forcing the water up through the new wells. Some river bottom gravel was found in the wells, again indicating there is an underground creek that runs under the property. The wells will be completed in the near future using a system that was developed to take the water and pump it from the site with filtration systems that will be well monitored. C/P Viker asked if the recovery schedule puts the end date back where it needs to be. Mr. Krantz stated the original completion date was going to be May 30. At this point he feels the completion date will be six weeks beyond that. However, the final 3 to 6 weeks is usually punch list work so it is possible the Borough and library can begin to move furnishings into the building during that time.

**Report on redesign of Union Alley in connection with expansion project and recommendation to authorize Solicitor to prepare Ordinance for traffic pattern on Chestnut Street** – C/P Carroll stated that some progress has been made on the redesign of the alley in order to keep it open for traffic. Jim Martin from EI Associates stated that the original design had the portion of the alley closed between the building and the Commons. The current cartway is 17 feet wide, which is the width that is being used in the redesign. C/P Carroll clarified that the alleyway as it currently exists will stay the same. People will turn off of Pine Street into the alley to head north to Chestnut Street. Tut Woelfel asked if a cost has been determined to keep the alley open. Pres. Farrell stated it was determined there would actually be a reduction in costs. Jim Martin stated there is no actual pricing yet as it has not gone to contractors for pricing. He stated there are utilities in the alleyway that will not have to be disturbed, but brick pavers will be used rather than standard bituminous paving. C/P Carroll reported on the Committee’s recommendation that Union Alley remain one way from Pine Street north to Chestnut Street. Chestnut Street will become two-way so traffic coming from Union Alley will be able to turn right or left at Chestnut Street. At Chestnut and Market Streets there will be a sign stating “no left turn”. On the north side of Chestnut Street there will be a no parking area across from the alley so that fire trucks can make the swing from Chestnut Street south into Union Alley in an emergency situation. The parking on the south side of Pine Street will be moved to the north side of Pine Street right along the building and the Commons, with no parking on the south side of Pine Street. An alley will be added from High Street east into Union Alley. There will be parallel parking along the building in this alley. This short alley will end at a stop sign at Union Alley with all traffic turning left onto Union Alley. Rumble strips will be cut into the short alley to remind people to go slower as they approach the main alleyway. Earl Moyer suggested utilizing painted arrows on the roadway denoting a left turn only from the short alley onto Union Alley. C/P Carroll stated he did not know how that would work with rumble strips. C/P Hendricks stated that when the Safety Committee looked at traffic flow, they discussed right-hand only turns for traffic eastbound on Chestnut onto Market Street. This would eliminate left turns and vehicles driving straight across the intersection, both of which directions have the same sight problem for drivers coming out of Chestnut Street. Solicitor Cravitz suggested getting Chief Garlock’s input on this. C/P Carroll stated right turn only sounds reasonable to him. Jerry Inch asked if vehicles would be able to make the corner from the short alley onto the main alley without driving over his property. C/P Viker stated the current plan resolved Mr. Inch’s concerns. There is now no need for the Borough to acquire an easement on Mr. Inch’s property. Because the alley will remain open along the entire length, people can access the area just as they do now. C/P Charles asked if there will be a “no truck traffic” sign for the short alley along the library building. C/P Carroll stated this has been discussed. Trucks will be allowed to turn onto Union Alley from Pine Street but not into the short alley from High Street. C/P Mease asked if there will be parking on the north side of Pine Street along the Commons area in addition to along the building. C/P Carroll replied yes. There will be a setback distance around the alley entrance with no parking. Pres. Farrell asked if the alley from High Street to Union Alley will have a name. Acting Mgr. Badman asked if this is in fact an alley because the plans show parking spaces. Pres. Farrell stated there will be parking along the short alley. C/P Carroll stated it does not yet have a name. C/P Viker stated in the

original design, it would have been Union Alley in its new location. Some names were suggested, such as Borough Drive. Vince Stoops suggested naming it in honor of Justin Dreese, a local Marine killed in Iraq. Earl Moyer suggested Gelnett Avenue. C/P Carroll asked if Solicitor Cravitz needs a name before the Ordinance is drawn up. Solicitor Cravitz replied he did not; the alley could be named at a later time. C/P Carroll stated the Committee will discuss possible names.

Motion by C/P Viker to authorize Solicitor Cravitz to prepare the ordinance. Seconded by C/P Hendricks.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

Bob Bickhart asked if the crossover has to be part of the ordinance. C/P Viker stated this will all be publicly announced in the newspaper. It is a work in progress until the final ordinance is passed.

Margaret Siro reported that she has seen people skateboarding in the Commons, even though there is a sign stating no skateboards. She stated she has also seen people walking their dogs in the Commons and she is concerned about any damage this may cause.

**COMMUNITY ACTIVITIES AND PUBLIC AFFAIRS: C/P Mease, Chair – No Report**

**PERSONNEL MANAGEMENT COMMITTEE: C/P Charles, Chair**

**Review job description for Borough Manager position and approve advertising for position –**

C/P Charles reported the job description was last revised on 12/30/2008. Some language changes were made by the Committee. The Borough of Wellsboro had advertised in the Pennsylvania Borough News, and the Committee started with their ad and adapted it for Selinsgrove. C/P Charles provided two documents to Council. One says "Borough Manager/Secretary" and is many pages long. This is the position description. The other says "Borough Manager" and is the advertisement. The ad had to be in by February 1 to the Pennsylvania Borough News magazine for the March 1 edition; however, C/P Charles spoke to a woman there and if Council approves the ad tonight he can fax it in tomorrow morning and it will still make the March edition. C/P Carroll asked if there is any cost to the Borough to advertise in the Borough magazine. C/P Charles replied there is. He reported that the Committee recommends that the Borough Manager ad and the position description be accepted as presented. The complete Borough manager ad will run in the March issue of the Borough News magazine. It will also run in the February 26 and March 4 issues of the Sunbury Daily Item. The Borough Manager ad and the position description will both appear on the Selinsgrove Borough web site, along with the Borough's standard job application. This is necessary for signatures to release information that the Borough needs for the candidates. A small ad of about 1 to 1½ inches will be placed in various newspapers, such as the Philadelphia Inquirer, that geographically cover the state of Pennsylvania on February 26 and March 4. The small ad will refer applicants to the Borough's web page for all necessary information. Applications will be received in the Borough office and stamped with the date received and placed in a locked file cabinet. The Committee will begin a review of applications on or before March 15. Applicants will be prescreened by the Committee and three candidates will be selected for a full Council interview. After applications have been opened by the Committee the applications will be available for Council members to review in the Borough office. The applications are considered confidential and must be treated as such. No copies may be made and the applications may not leave the office. Applications will most likely begin coming in during the first week of March.

Motion by C/P Charles to run the ads as stated. Seconded by C/P Anderson.

Pam Ross asked what the qualifications are for the position. C/P Charles read the advertisement. C/P Carroll stated that in the fourth paragraph down it refers to a "high school diploma". He suggested adding the words "or equivalency". This would allow people with a GED to also apply. He noted that some people who go into the military do so before graduating so they receive a GED. He also suggested listing the entire web site address. C/P Charles agreed, stating he could add the words "obtain an application at the Borough's web site" and list the entire site. C/P Viker stated that he thought a GED was a diploma, so anyone who has a GED would know they have a high school diploma. He also stated that web browsers today will automatically add the "www". Vince Stoops, who is an educator, stated that a

GED is not the same as a diploma. Once someone has a GED they can apply for a diploma. C/P Viker asked what GED stands for and Mr. Stoops replied that it is a General Equivalency Degree – not Diploma, as C/P Viker thought it was. Mr. Stoops stated a person with a GED is considered a high school graduate but they do not have an actual diploma. Pres. Farrell then suggested changing the wording to read that “consideration will be given to candidates who are high school graduates”.

Bob Bickhart asked if the next Borough Manager will also be the Borough Secretary, Emergency Management Coordinator, Zoning Officer, etc. C/P Anderson stated the Borough Manager will be all the things that are specified in the ordinance. Pres. Farrell stated the Zoning Officer position has not been discussed yet, noting that some of the things that were done before will probably change. Bob Bickhart asked if the qualifications for Borough Manager include qualifications for those positions that will be included in the job, such as Borough Secretary. C/Ps Anderson and Charles stated that the job description is written as Borough Manager/Secretary. Bob Bickhart asked about Zoning Officer, Emergency Management Coordinator, and other titles. C/P Viker stated he believes those are separate appointments. C/P Anderson stated that the wording is that “these municipal offices MAY (emphasis added) include positions identified or referred to in other ordinances or resolutions as Borough administrator” and then it lists what those might be, but it does not say “will be”. Pres. Farrell stated it states “hold such other municipal offices or head one or more of the municipal departments as the Council may from time to time direct. These municipal offices may include positions identified or referred to in other ordinances or resolutions as Borough administrator, zoning officer, emergency management coordinator, Snyder County Mitigation Committee rep, Northeastern Snyder County Joint Authority rep, code official, open records officer, etc.” Bob Bickhart asked if the Borough has any of those positions filled at the present time. He stated his biggest concern is whether the Borough currently has an emergency management coordinator. C/P Carroll stated that this was something that John Bickhart and Corby Bowersox worked on together. Bob Bickhart asked if Sheri Badman was appointed as interim Borough Manager after the motion was made not to reappoint John Bickhart. Solicitor Cravitz stated that after the non-appointment of John Bickhart, Council asked Sheri Badman to step in as interim manager. Bob Bickhart asked if there was a vote to appoint an interim Borough Manager, an interim zoning officer, and an interim emergency management coordinator. He asked if the Borough has any of those things by motion this year. Solicitor Cravitz replied that there was no specific motion. C/P Hendricks stated that the Borough office has assistants, noting that if John went on vacation Sheri was not made Borough Manager because she was the Assistant Borough Manager. C/P Anderson also noted that Sheri Badman, in addition to the position she holds as Borough Treasurer, is also the Assistant Borough Manager and she serves in the absence of the Borough Manager. Pres. Farrell read from the minutes of the last Council, meeting which state that “no action was taken during the executive session. John Bickhart left the meeting. Pres. Farrell stated that Sheri Badman will be moved temporarily into the Borough Manager’s position until such time as the position is advertised. Solicitor Cravitz noted that this is because Sheri Badman is already the Assistant Borough Manager.” Bob Bickhart asked if she is also the Assistant Borough Secretary. C/P Anderson stated that at this point Sheri is doing it all. C/P Viker clarified there was no motion and second made for any of the appointments that are connected to the Borough Manager position. Bob Bickhart stated that in reading the Selinsgrove Borough Code it states that John Bickhart remains Borough Manager until his successor is qualified. Solicitor Cravitz stated that is only if the Borough Manager is terminated. In this case he was not terminated; he was just not reappointed. He stated that the positions Bob Bickhart is concerned with are filled by Sheri Badman as the Assistant Borough Manager. Bob Bickhart asked if Janet Powers, as the Deputy Zoning Officer, is handling zoning issues. Solicitor Cravitz replied yes.

C/P Carroll stated that the requirements in the advertisement do not reflect back to the job description. They seem to go in different directions. C/P Viker stated that the advertisement is the preliminary collective information which directs people to the job description that is available online. If someone does not have online access the job description can be mailed to him. The job description contains the knowledge, skills and abilities that are expected of someone in this position. He stated the job description does not need to be recreated in the advertisement for it to be a valuable and helpful advertisement. If the ad gets too big it becomes quite expensive. Anyone who is serious about applying will look for the job description on the Borough web site. C/P Charles stated that the Committee agreed that the advertisement says any combination of post-secondary education and/or experience. C/P Viker stated that none of this really matters by law because Council can appoint anyone they wish to the Borough

Manager position. C/P Anderson suggested resolving this issue by, in the last paragraph of the position description, eliminating the words “post-secondary” so it would read “or any equivalent combination of education and/or experience”. Then it would match the ad. C/P Carroll stated that would suffice. He just does not want someone to find out after the fact that they could have put in an application but at the time thought they could not because of the way things were worded.

C/P Charles reviewed the changes to the job description as follows: “The ideal candidate will have a relevant bachelor’s degree plus three years’ experience in a related field. Consideration will be given to candidates who are high school graduates ...” “Qualified applicants may view the job description and obtain an application at our web site at [www.selinsgrove.org](http://www.selinsgrove.org).” C/P Viker stated that the change in the job description took out “post-secondary” to tie everything together. C/P Anderson suggested one more change to the advertisement to replace “plus” with “at least”. It will then read: “The ideal candidate will have a relevant bachelor’s degree and at least three years’ experience in a related field.”

Pres. Farrell called for a vote on the motion with the modifications.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

Joe Siro asked if a Borough Manager is really necessary. The Borough has a treasurer; zoning is covered; permits are covered. C/P Viker stated that he would answer yes, that a Borough Manager is needed. C/P Charles stated without a Borough Manager, if someone were to take a week’s vacation there would be no backup. If the person were hurt or died, the Borough would grind to a halt. C/P Carroll stated things should move forward with the advertisements to see how things develop and what types of candidates come forward. If there are no satisfactory applicants, Solicitor Cravitz will have to guide Council through the next steps.

C/P Charles stated that he will make the changes tomorrow morning and fax the advertisement to the Borough News magazine right away. The other ads will be sent to the newspapers at addresses that were supplied by C/P Viker.

**PUBLIC SAFETY COMMITTEE: C/P Viker, Chair – No Report**

**PLANNING COMMISSION: Earl Moyer, Chair**

**Review and consider Final Plan approval for Subdivision for Mark Reinard – Motion by C/P Viker to grant final plan approval. Seconded by C/P Carroll.**

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

C/P Carroll confirmed that signage is up on an alleyway as confirmed with the Post Office. Pres. Farrell noted that the Planning Commission has the land development plan from Justin Womer on the new ice cream shop. He asked if there is any update on this project. Earl Moyer stated that at the next meeting they should have final information.

**ZONING HEARING BOARD: Cyril Runkle, Chair – No Report**

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

**PARKS AND RECREATION BOARD: Rocky Baer, Chair**

**January 2012 Report and 5-year plan to Council –** Written reports were supplied and Rocky Baer made an oral report as well. He noted that as of today it looks doubtful that the ice skating rink will open at all this season. A new contactor box is needed prior to next season. Parks Spring Cleanup Day will be held in March, depending on the weather. County Probation officials will be asked to supply manpower for the cleanup, and members of the Board will also be asked to help. Tyler Downer, a community member, addressed the Board about the possibility of a skate park. Mr. Downer would be willing to help by applying to the Tony Hawk Foundation for a grant. AmeriCorps may be used to fund a part-time

position. A job description is being developed for this. Mr. Baer stated he would be glad to answer any questions on these items as well as the 5-year plan. C/P Viker thanked Rocky Baer and other new members, including Vince Stoops.

**Consider the appointment of Vincent B. Stoops, 9 North Market Street, to replace Jodie Cope –**  
This term expires on 12/31/14.

Motion by C/P Hendricks to appoint Vince Stoops to fill the unexpired term of Jodie Cope. Seconded by C/P Viker.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**SHADE TREE COMMISSION: Joan Fasold, Chair**

**Request to expend \$3,300 on tree removal as per report submitted –** Acting Mgr. Badman stated this is part of the budgeted funds of the Commission for removal of trees in the downtown business district. C/P Viker asked if this is an unusual expenditure and Acting Mgr. Badman replied it is not.

Motion by C/P Charles to approve the expenditure of the \$3,300 as noted. Seconded by C/P Hendricks.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Application for Tree City designation –** Information only; this is being worked on.

Bo Fasold reported that over the weekend two trees that were recently planted were snapped off just above the ground. These trees were located at the Sharon Lutheran Cemetery along High and Bough Streets. They were two consecutive linden trees. C/P Viker asked if insurance would cover this. Acting Mgr. Badman replied not if the trees were on private property. Mr. Fasold stated he thought the trees were between the sidewalk and the curb. Pres. Farrell asked if anyone had an approximate cost on the trees and Mr. Fasold replied he did not. C/P Anderson asked if they are repairable and Mr. Fasold replied no because they were snapped off within 5 inches of the ground.

**BOROUGH ADMINISTRATIVE REPORTS:**

**MAYOR: Sean Christine**

**Presentation of Police Report for Year End/December 2011 –** Mayor Christine reported no anomalies.

**After-Action Flood Report –** Mayor Christine stated Council members should have received the electronic version of this report. C/P Carroll thanked Mayor Christine for the extensive packet he put together. Joe Herb asked if this is available to the public. Mayor Christine stated there is a hard copy available in the Borough office. He stated it is a working document for the Borough; there is nothing confidential in it so people could come into the office to review it. Mr. Herb asked if public input was sought for the report. Mayor Christine stated he talked to Mr. Herb about this about three months ago but Mr. Herb did not have the time to do it at that time. Mr. Herb stated there is an issue that he is concerned about and he would like to have a chance to address his concerns. He asked if anyone else from the public had an opportunity to express concerns. Mayor Christine stated the report does contain comments from representatives of Susquehanna University. The report is a working document for leadership. It is not specifically geared to Borough Council but to anyone who might be the mayor, Borough Manager or Council President in the future. If community members wish to add comments, there would be a place for those in the binder in the Borough office. Most of the comments that are included now are from participants on the relief side. Mr. Herb stated that having this document is a good idea, and he stated that there are areas where significant improvement can be made. He stated he will get in touch with people to come up with a list of things that they feel could be done better. Mayor Christine stated this could be done as an addendum for public comments. C/P Carroll suggested that Mr. Herb review the document as his concerns may have already been addressed, and if not, he can add his comments and concerns to the document. Mr. Herb stated in any events within the Borough, whether it be the selection

of a new Borough Manager or an emergency situation, the public should be invited to help assess what was done right, what was done wrong, and how things can be improved for the next time.

**State of the Borough Address** – Mayor Christine stated that on February 15 he will be doing an address that will be video recorded by Professor Stark, a Communications professor at Susquehanna. Once completed, it will be put on the Borough web site for the public to view. If there is anything from committees that anyone would like to have included they should get the information to him ASAP.

**Part-Time Officers** – C/P Anderson asked if Chief Garlock has made any headway on additional part-timer officers. Mayor Christine replied that Chief Garlock is talking to one person now. The goal is to have all three part-time officers hired by summer.

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

**Authorize the advertisement of an Ordinance pertaining to requiring certain property owners to replace curbing and/or sidewalk as a part of the 2012 Street Program** – Solicitor Cravitz reported that this is the time of year when the street program is advertised and the type of improvements are determined. This could be curbing and/or sidewalks, or tree removal. Usually the ordinance is enacted by March or April with people being given until July or August to complete the project themselves. If they do not then the Borough goes ahead and does it and the property is assessed. Acting Mgr. Badman stated she is working on a list of property owners now. The program this year will be along Water Street from Pine Street to Sassafras Street, up Sassafras Street from Water Street to Market Street, and Walnut Street from Water Street to Market Street. There are three alleys that will be considered for add alternates.

Motion by C/P Carroll to advertise the ordinance as prepared by the engineer. Seconded by C/P Hendricks.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Consider the adoption of Resolution 2012-01 pertaining to the exoneration of Mike Bolig for Delinquent Real Estate Taxes for 2011, Uncollectible Per Capita Taxes for 2011, and Collectible, Delinquent Per Capita Taxes for 2011** – Solicitor Cravitz reported the 2011 delinquent real estate taxes total \$17,192.95, the uncollectible per capita taxes total \$490.00, and the collectible delinquent per capita taxes total \$1,855.00. Mr. Bolig will no longer be liable for their collection under his bond. Pres. Farrell asked why some taxes are uncollectible. Solicitor Cravitz stated Mr. Bolig has determined that they are uncollectible. Acting Mgr. Badman stated this could be due to someone being deceased or moving to a new address. Pres. Farrell asked if it would be worth going after the people who have moved and C/P Anderson stated not for \$5.00. Solicitor Cravitz stated the next agenda item is to turn the collectible per capita taxes over to Statewide Tax Recovery for collection. The real estate taxes will get turned over to Snyder County Tax Claim Bureau for collection. Mike Bolig stated that real estate tax recovery is 99%.

Motion by C/P Hendricks to adopt Resolution 2012-01. Seconded by C/P Carroll.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Authorize Statewide Tax Recovery, Inc. to collect the Delinquent Per Capita Taxes for 2011 that are determined to be collectible** – Solicitor Cravitz stated that rather than just letting the per capita taxes go, Council appoints Statewide Tax Recovery to collect them, with their fees added onto the collection amount.

Motion by C/P Carroll to authorize Statewide Tax Recovery to collect the collectible delinquent per capita taxes for 2011. Seconded by C/P Charles.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Shane and Christi Hendricks, 112 North Front Street, request for Borough to vacate portion of East Snyder Street, as this unopened, paper street adjoins the Hendricks' lot** – Solicitor Cravitz stated that this request is similar to what Council has done in numerous locations on the Isle of Que and in other areas of the Borough. In the past, the property owners have paid for the advertisement, the ordinance preparation, and the posting of the properties along the alley. If no one objects, the small alley would be vacated. It would remain a private right-of-way for the surrounding landowners but it would no longer be considered a public right-of-way. Pres. Farrell asked if this is paved and C/P Hendricks replied no, it has never been paved and it has never been opened.

Motion by C/P Carroll to enter into an agreement with the Hendricks. Seconded by C/P Viker.

**AYES: SIX (6)            NAYS: NONE            ABSTENTION: ONE (1) – C/P Hendricks  
MOTION CARRIED**

Solicitor Cravitz asked for an executive session tonight to discuss pending litigation.

C/P Viker stated that the per capita tax is considered a nuisance tax in Pennsylvania. He asked whether, since the Borough of Selinsgrove has recently seen a significant improvement in its revenue stream thanks to the generosity of Mr. Gelnett, this might be the time for Council to consider dropping this tax. Treasurer Badman was shaking her head no to this suggestion. C/P Viker stated he is in favor of reducing taxation if it is not needed any more. C/P Anderson stated it does not cost the Borough anything to collect the tax. C/P Viker asked what the purpose of the tax is and what the Borough does with the money. C/P Anderson stated it is one way that anyone who is renting acknowledges that they live here. Treasurer Badman stated the Borough receives about \$11,000 or \$12,000 per year from the tax. Mike Bolig stated it is about \$10,000. C/P Hendricks stated this amounts to 1/3 of a mill so that would have to be made up somewhere. C/P Viker disagreed in light of the gift from the Gelnett Trust. C/P Hendricks stated the money is being used now in the general fund. Mike Bolig stated he has spoken with the County Commissioners about getting rid of the per capita in the school district. Until the recent red ink hit the schools, the business office was also open to eliminating the per capital tax. It would be best if all three of the entities would eliminate it at the same time.

**BOROUGH ENGINEER: J. A. Coukart & Associates**

**Update on pending projects** – A written report was supplied. C/P Viker asked if there is any deadline to get the data needed to replace the traffic light at the corner of Market and Mill Streets. Acting Mgr. Badman replied there is not but she can talk to them about it. However, it was discussed this week.

**BOROUGH TREASURER: Sharon Badman**

**Review Treasurer's Report for End of Month/Year 2011** – A written report was supplied.

**Review Treasurer's Report for January 2012** - Pres. Farrell asked if there were any questions on the Treasurer's report. Hearing none, she stated that it is on file for audit.

Treasurer Badman reported that everyone has received a new copy of the budget showing the actual expenditures. C/P Viker stated he did not see anything surprising or startling.

**ACTING BOROUGH MANAGER / SECRETARY: Acting Mgr. Badman**

**Non-Police Complaint Update** – Acting Mgr. Badman stated she had a request from Darwin Swope at Representative Fred Keller's office, who had received a complaint about the red light at Market and Pine Streets and the length of its cycle, that Council send a letter to PennDOT questioning the duration again, as John Bickhart had done in 2008 and 2009, with a copy to Representative Keller, who will then see if he can help with this. Mr. Swope stated that his office has received a couple calls over the past couple of weeks about the timing on the Market and Pine Streets light as well as the Market and University Avenue light. He stated Fred Keller's office would be happy to help with this in any way they can. C/P Viker

stated this has become a danger because people will see the light turning red so they will bolt down an alley. Pres. Farrell stated that some people will speed up to try to make the light.

C/P Hendricks asked if the duration of the crossing signal should also be addressed. He stated that people push the button and decide it takes too long to change, so they walk across. Then the crossing light comes on and all four directions of traffic are stopped with no one waiting to cross. He stated he does not know if it can be changed so that when someone presses the button they will get a walk signal fairly quickly. Someone stated that people could be fined for pushing the button and not waiting. Acting Mgr. Badman read what had been previously sent to PennDOT which included that the duration of the green cycle on Market Street is too long, the prohibition of the former right turn on red is unnecessarily inconvenient, the pedestrian signal activation only after a green cycle on Market Street is confusing, and the delay in getting a pedestrian signal activation results in persons crossing before the cycle activates.

Motion by C/P Viker to send a letter questioning these same items.

C/P Hendricks stated the no right turn on red is prudent in a downtown with a lot of pedestrian traffic. C/P Charles stated there could be posted hours for no right turn on red, as in Danville at Routes 54 and 11, where it is posted for between 7:00 A.M. to 4:00 P.M. Monday to Friday. He stated if someone pulls up at 4:00 A.M. and the light is running through its cycle they ought to be able to make a right turn on red. Mike Bolig stated that he was under the impression that the state banned right turns on red on all lights with a pedestrian crosswalk signal that were installed after a certain date. Pres. Farrell stated that the letter can be sent to PennDOT to see what their response is. Acting Mgr. Badman asked if Public Safety would look into this and C/P Viker replied they would be happy to discuss this. He stated it is tricky because the obvious dangers that human nature causes need to be addressed, which includes people who try to rush the light or bolt down an alley. However, government can never nuzzle its citizens in a perfect cocoon of safety. It is a matter of balance and he feels that this letter is a good gesture.

Motion seconded by C/P Anderson.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

Darwin Swope stated he was at the Council meeting in September when Robert Walshaw discussed a situation on the Isle of Que regarding a swale between his home and the bypass. Mr. Swope stated he engaged in a series of phone calls with PennDOT and they will be cleaning that out but they are waiting for the ground to freeze. Mr. Swope reported that the local PennDOT manager has been promoted so Ken Bair, whom he was working with on this, is no longer in Snyder County. Dave Dietz has taken over so Mr. Swope will get in contact with him about this issue. C/P Viker asked if it was confirmed that it was PennDOT property and Mr. Swope stated it was.

**Review and comment on 2012 Recycling Schedule, 2012 Street Cleaning Schedule and Spring Cleanup Information, and 2011 Consumer Confidence Report** – Copies were supplied. Acting Mgr. Badman stated if anyone has changes or corrections to any of these items they can notify her. The information will be put into the newsletter that will go out in March. Mike Moyer asked if it is possible to have the recycling center open longer during the weekday, possibly having the Borough employee start later in the day and work later so no overtime needs to be paid, or perhaps having a Susquehanna University student be there. Acting Mgr. Badman stated that Susquehanna is no longer helping with the recycling. She stated the drop-off site was created for the businesses in conjunction with the curbside recycling that the Borough was required to provide to residents. The Saturday hours were added to cover the residents. Mr. Moyer stated the residents pay \$10 so that should cover one day a week. The residents are paying for a service and he feels they should be able to use it at night. Acting Mgr. Badman stated this can be discussed. C/P Hendricks asked what hours Mr. Moyer is referring to by night. Mr. Moyer replied it should remain open until at least 6:00 for people who are coming home from work. He suggested having a Borough employee come into work three hours later and stay three hours later in the evening one day a week. C/P Carroll stated that could be referred to Corby Bowersox to see if the workload and scheduling would make this feasible. Acting Mgr. Badman stated this has been discussed several times in the past but she does not think there were enough requests for it. She stated the two Saturdays would cover the residents with the Thursday for the businesses. C/P Anderson stated a

number of residents go on Thursdays also. C/P Carroll stated that he was down on Saturday and the aluminum container on the far end was full.

**Request for articles to be included in the Spring 2012 Newsletter** – These should be submitted to Acting Mgr. Badman by February 24<sup>th</sup>.

**Reminder – State Ethics Commission’s Statements of Financial Interest due by 5/1/2012.**

**Notice: PSAB 2012 Annual Conference, April 29-May 2, Seven Springs Mountain Resort, Champion, PA** – Anyone interested should inform Acting Mgr. Badman.

**DCNR Open Grant Application Period – January 11, 2012 to April 4, 2012** – Acting Mgr. Badman stated that if anyone has something they want to submit for this they should let her know.

**Central Keystone COG 2011 Building Construction Statistics for Selinsgrove Borough** – Informational copies supplied.

**Our Town with WVIA** – A meeting is set for February 8 at 2:30 P.M. at the Greater Susquehanna Valley Chamber of Commerce. WVIA wants to do an Our Town project on Selinsgrove in May. C/P Carroll asked if Mayor Christine could represent the Borough on this. Mayor Christine said he could.

**ZONING OFFICER: Janet Powers**

**Update of PROPERTY TRANSFERS and BUILDING PERMITS ISSUED** – A written report was supplied.

**Update on Hazard Mitigation Grant Program** – Acting Mgr. Badman reported that Janet has submitted 8 homes that were damaged by Tropical Storm Lee. Pres. Farrell stated the Borough is still waiting to hear back from PEMA on whether the Borough should proceed with the application. Acting Mgr. Badman stated that Council needs to adopt Resolution 2012-03 naming Janet Powers as the Borough’s agent on this project.

Motion by C/P Carroll to adopt Resolution 2012-03. Seconded by C/P Viker.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Municipal Assistance Program funds available to update the Borough’s comprehensive plan** – Acting Mgr. Badman reported that the Borough’s comprehensive plan has not been done since 1976. This funding is 50/50. C/P Anderson stated when she was on the Planning Commission they were waiting for the next census, and the next census is already two years old. She stated now is the time to do this, and she does not see how this can be done without some professional assistance. Acting Mgr. Badman stated DCED will be accepting applications for the Municipal Assistance Program. She stated she has asked if SEDA-COG is working on this at a county or local level.

Motion by C/P Anderson to apply for the program. Seconded by C/P Carroll.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Reminder: Borough must adopt a creditable Floodplain Management Plan by 10/1/12** – C/P Anderson stated this could fall under the Planning Commission, which is where it has been done before. Acting Mgr. Badman stated this is required because the community has a corrected NFIP that covers losses of 10 or more properties. Pres. Farrell asked Council members to look over their copies of this and be prepared to discuss it at the next meeting.

**SELINGROVE MUNICIPAL AUTHORITY – Donald Bottiger, Chairman** – No Report

**EASTERN SNYDER COUNTY REGIONAL AUTHORITY – Carol Handlan and George Kinney,  
Chairmen – No Report**

**NORTH-EASTERN SNYDER COUNTY JOINT AUTHORITY – Bill Hetherington and Dianne Mengel –  
No Report**

**NEW BUSINESS:**

**COUNCIL MEMBERS**

**Distribution of Committee Assignments by Borough Council President Brian Farrell – Effective  
through December 31, 2013 – Copies of this list were handed out.**

**OTHERS** – Pam White asked about the Rudy Gelnett monies and whether there will be a citizen committee to help decide how those monies will be used. Pres. Farrell stated the original committee was to be just Council members. A resolution was adopted by Council to appoint a committee to include citizens. However, that resolution was then rescinded by Council. Therefore, people who wish to make requests for funds will come before the full Council. Disbursement of the funds might be done twice a year, but this is still being discussed. The Borough is getting the interest only, having received funds in January and February. So far \$120,000 is accounted for, but only about \$32,000 has been received to date. Ms. White asked if there is an overall plan for the funds, and how that plan will be administered. She stated it sounds like Council does not have a complete plan yet. She asked if individuals will be able to request monies. Acting Mgr. Badman stated there will be information in the Borough newsletter regarding what the municipality is allowed to spend and how the money can be spent. C/P Anderson stated this is governed by the state. Once the funds become municipal money, the funds can only be expended on certain things. Council will invite people to make suggestions, such as the request that Council voted on tonight from Kidsgrove for \$10,000. The article in the newsletter will help people to understand what types of requests can be made. C/P Anderson stated that it was also discussed that Council hold a public meeting for people to talk about what the ideas are. Pam White stated this will be helpful information so the public can understand what this is, how it is being administered, what plans are being made, and what opportunities are available for people. C/P Anderson stated the funds are being deposited in Community Acquisitions and Improvement Fund and so far the thinking is that the funds should be used not to replace tax money but to enhance projects. When the budget was approved in December, funds were budgeted for Parks and Recreation. The Shade Tree Commission will get \$11,000 rather than \$1,000. Pres. Farrell stated that funds will always be disbursed at a Council meeting in front of the public. He stated that if the requests went to a committee of people, all the Council members would not be able to attend the committee meeting. Pam White stated she thought it was going to be Council members plus three members of the community. Pres. Farrell stated that is correct, but it could only be three Council members. The other four Council members would not be able to attend the meetings. He stated he would rather the requests be reviewed by all the Council members. He stated the Council meetings are recorded so anyone can go online to see what was discussed, where that would not be possible in a committee meeting. He feels the Council meeting is much more open than a committee meeting. Pam White stated she had not understood the reason the committee was not approved. C/P Carroll stated that because funds are coming in monthly, the distribution can be spread over a period of time. Council came up with four projects to utilize the funds for this budget year. Information will be gathered from the public, but requests made this year may take another year or two before funding is available, especially if it is a project that would use the majority of the money for the year. Pam White asked if the money could theoretically be saved up for a large project. C/P Carroll stated that is correct. C/P Anderson stated that is why the funds are being put into the Community Acquisitions and Improvement Fund because that money can carry over from year to year, whereas the general funds cannot carry over. Pres. Farrell stated Council does not want anyone to feel they are being left out; anyone can come before Council to request part of the monies. Acting Mgr. Badman suggested that organizations include ideas for the use of funds in their 5-year capital plans that they submit to Council near the end of the year when Council is working on the next year's budget. C/P Viker stated that it sounds like Council might have to recess a regular meeting to another date which would be dedicated solely to this sort of discussion. He stated this could occur once or twice a year. C/P Anderson stated that Selinsgrove is the only municipality in the country that has an endowment and so this means the

Council is blazing new trails in terms of figuring out how to make the public feel wholly involved and knowledgeable about what is occurring. The newsletter article should help with this.

**EXECUTIVE SESSION - Council Meeting recessed to an Executive Session at 9:42 P.M. for discussion of Personnel and Litigation Issues. Council meeting reconvened at 9:43 P.M. without any action taking place because of a question from the audience.**

Pam Ross asked that the audience be told who is on the committees. Pres. Farrell read from the committee assignment list.

**EXECUTIVE SESSION - Council Meeting recessed to an Executive Session at 9:44 P.M. for discussion of Personnel and Litigation Issues. Council meeting reconvened at 10:30 P.M. with no action being taken during the Executive Session.**

Motion by C/P Mease to engage Larson Design Group through a professional engineering proposal to assist the Borough in the ESCRA litigation on a time and expense basis for an estimated fee of \$5,000. Seconded by C/P Carroll.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

Motion by C/P Carroll to have the wastewater engineer complete the 2011 Waste Management Report, commonly known as the Chapter 94 report, which is due by February 17, 2012, on a time and expense basis estimated to be \$2,500 by Larson Design Group. Seconded by C/P Hendricks.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

Motion by C/P Anderson for a reaffirmation of Tax Levy Ordinance No. 795 which was adopted along with the budget at the December 28, 2011 meeting. Seconded by C/P Hendricks.

Solicitor Cravitz noted that due to a glitch in the advertisement this was not advertised, so he readvertised it for reaffirmation tonight.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

Motion by C/P Anderson that for the period of time that Sheri Badman serves as Borough Manager she be paid at the rate of \$52,375.74 and that Sheri Badman be authorized to allow the part-time employee, Chele Weaver, to work full time during the interim period. Seconded by C/P Mease.

C/P Anderson stated she came up with the \$52,375.74 because of how the salaries are divided between general, water and sewer. C/P Hendricks asked if Chele Weaver goes to 40 hours per week would she still be considered a part-time employee. Solicitor Cravitz stated no, she would be considered full time. C/P Hendricks asked what this would do regarding benefits. Pres. Farrell asked if she could be considered 40 hours and temporary. Solicitor Cravitz stated that anything 40 hours and above is full time. C/P Carroll stated that full time is 35 hours for the Borough, or 70 hours in two weeks. Solicitor Cravitz stated that in the county it is 40 hours but then by their ordinance they are 37½. C/P Viker asked whether, rather than binding the Borough to something right now, it make sense to keep the number down by an hour. Solicitor Cravitz stated Ms. Weaver could be designated as a temporary employee for 40 hours.

C/P Viker suggested adjusting the language to the motion that this is so long as Sheri Badman is serving as the acting or interim Borough Manager because there was no appointment made. C/P Anderson stated that that was the intent of her motion. C/P Mease again stated his second of the motion.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

Motion by C/P Anderson to authorize the expenditure of funds to take care of advertising for the Borough Manager position at an estimated cost of between \$5,000 and \$10,000. Seconded by C/P Viker.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

C/P Viker stated that he appreciates the investment to cover the state with the advertisements so that a good candidate can be found.

Motion by C/P Anderson to authorize Treasurer Badman to reimburse John Bickhart for his deductible on health insurance through the end of January. Seconded by C/P Hendricks.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

C/P Carroll asked if information about crossing guard training in Harrisburg called "Train the Trainer" was given to Chief Garlock. Mayor Christine stated he did forward this to Chief Garlock but he has not heard anything back from him. C/P Carroll also asked if monthly meetings are being held and how the morale is in the department. Mayor Christine replied that the monthly meetings are occurring. Typically Chief Garlock cannot get everyone there. In fact, since the meetings have started he has not had everyone there once. There are usually three or four officers there. Mayor Christine has not heard anything from the officers regarding morale, but Chief Garlock seems to think things are going pretty well.

Pres. Farrell asked if \$10,000 was put into the \$52,375.74 in case she does not take the position. C/P Anderson stated this cannot be done yet. Pres. Farrell stated he is referring to if and when Council hires another Borough Manager and Sheri Badman goes back to her original position. C/P Anderson stated Council should wait until the budget impact is considered. This can be addressed at the time it comes up. C/P Viker stated he is hearing a significant amount of respect in the room to ensure that Sheri Badman is treated right. Pres. Farrell stated he would prefer to take action now rather than later.

**ADJOURNMENT:**

Motion by C/P Carroll to adjourn the meeting. Seconded by C/P Hendricks.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

Meeting adjourned at 10:39 P.M.

Attachments: None

Respectfully submitted by  
Dawne R. Long, Independent Transcriptionist  
Recording Transcriptionist