

**SELINGROVE BOROUGH COUNCIL**

**Monday, July 2, 2012 – 7:00 PM  
Pump House Meeting Room**

**COUNCIL MEMBERS PRESENT:** Pres. B. Farrell. V. Pres. P. Carroll, C/P D. Anderson, C/P T. Charles, C/P E. Viker, C/P R. Mease, Junior C/P Maggie Lemons.

**COUNCIL MEMBER ABSENT:** C/P S. Hendricks.

**OTHERS PRESENT:** Solicitor R. Cravitz; Mayor S. Christine, Borough Manager Paul Williams, Asst. Mgr./Treasurer Sharon Badman, Recording Secretary/Deputy Zoning Officer Janet Powers, Michael Bolig Tax Collector, D.H. & L. Representatives Dawayne Betzer, & Gary Griner, Friends of the Library Representative Liz Heim, Main Street Manager Tim Musser, Park and Recreation Board Representatives Rocky Baer and Vince Stoops, Larson Design Group Representative Alan Zeigler, Borough Residents Joe and Margaret Siro, Diane Mengel, Business Owners Justin and Betsy Womer.

**CALL MEETING TO ORDER:**

Pres. Farrell called the meeting to order at 7:00 P.M. Asst. 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 JUNE 4, 2012:**

Motion by C/P Anderson to approve the minutes as presented. Seconded by V/P Carroll.

**PERSONS TO BE HEARD:**

**D.H. & L. Fire Company** - Dawayne Betzer gave the report stating that there were a total of 31 calls in June 2012: 1 in Chapman Township, 1 in Monroe Township, 11 in Penn Township, 13 in Selingsgrove Borough, 3 in Shamokin Dam Borough and 1 in West Beaver Township. The total estimated losses are \$25,000.00 with 544 man hours used.

Mr. Betzer reported that the shed discussed at a previous meeting has now had the roof replaced. The shed, which is on Borough property, houses sand bags and other FEMA supplies to be used for emergencies in Selingsgrove Borough and Penn Township. The roof fell in so the Fire Company had it replaced by J.H. Rissinger & Sons, Inc. from Dalmatia for a total cost of \$5,500.00. The Fire Company is asking the Borough for help paying this bill.

C/P Carroll stated that the lease with D.H. & L. Fire Company indicates that D.H. & L. is responsible for repairs. There was a suggestion from Council that they might be able to help with the materials costs. Mr. Betzer will get a breakdown of the costs from J. H. Rissinger & Sons, Inc. and see that Ms. Badman or Mr. Williams get it before the next Council meeting.

**Selingsgrove Projects, Inc.** –Tim Musser reported that the Gelnett Summer Music Series began on Thursday, June 7<sup>th</sup> and will continue every Thursday from 6 to 7:30 P.M. on the Selingsgrove Commons

through August 16<sup>th</sup>. The series has been successful with around 60 persons in attendance. SPI is in the beginning stages of restoring the chimes to the Snyder County Trust Clock, and are exploring fundraising ideas. SPI is almost ready to begin work on fixing the Christmas tree holder and two other small decorative projects in the Commons. Work is set to begin on the restoration of the Governor Snyder Monument on July 16<sup>th</sup>. A rededication ceremony is being planned for Memorial Day 2013. The 5<sup>th</sup> Annual Hops, Vines, and Wines Festival will take place on Saturday, July 21<sup>st</sup> on University Avenue between Broad Street and "The Point". There will not be a July meeting of Selinsgrove Projects, Inc. Meetings will resume in August.

**Tax Collector** – Michael Bolig stated that the spring taxes for Senci (Pine Meadows) were not paid prior to the purchase of the property by Susquehanna University. He stated that \$46,000.00 is currently owed. He stated that the real estate taxes for the Pine Meadows complex is approximately \$100,000.00 per year. Since the University is tax exempt, the Borough will not be receiving future taxes for this property.

**Friends of the Library** – Liz Heim stated that they would like to use the three community rooms in the downstairs of the new Community Building for the Tree Fest of Children’s Books, from November 30, 2012 to December 14, 2012 with 2 additional days for set up. For the past several years they have used the multi-purpose room at All Saints Episcopal Church on North Market Street. They will have more space in the Borough Community rooms and will attract visitors to the newly refurbished building.

Council members discussed the fact that no regulations or fees have been set for the use of the new space. They are concerned with setting a precedent before these items are finalized. The rental agreement and fees should be finalized before this event.

Motion by C/P Viker to allow the use of the new Community Rooms for the Tree Fest for this year only. Seconded by C/P Anderson.

**AYES: SIX (6)**

**NAYS: NONE**

**MOTION CARRIED**

**UNFINISHED BUSINESS FROM PRIOR MEETINGS**

**Central Susquehanna Community Foundation**-Disaster Relief Fund for September 2011 flood victims is being handled by Tony Korzenaski of Union-Snyder Community Action Agency. Five applications were received.

**Aqua Pennsylvania Request**- C/P Anderson mentioned that Aqua Pennsylvania’s 6/6/12 letter of request regarding the sale of the Selinsgrove Borough Water Company was discussed and rejected by the Finance Committee.

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

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

**AYES: SIX (6)**

**NAYS: NONE**

**MOTION CARRIED**

**Salt Storage Shed** - The bid opening was held on June 28, 2012. Coukart and Associates, Inc. recommends that Council award the contract for the proposed salt shed to the low bidder , C B Structures, Inc. whose bid was \$74,245.00.

Motion by C/P Anderson, to accept the bid of C B Structures, Inc. at \$74,245.00. Seconded by C/P Charles.

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

**Reservoir Cover Replacement** - The bid opening was held on June 29, 2012. Larson Design Group recommends that Council award the contract for the cover and resurfacing project to the apparent low bidder, Atlantic Lining, the total amount of bid being \$195,712.00. Their bid for the cover was \$174,332.00, the add alternate resurfacing being \$21,380.00.

Motion by C/P Anderson to accept the combined bid of Atlantic Lining in the amount of \$195,712.00. Seconded by C/P Charles.

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

**Civil Service Commission:** Mgr. Williams received a request from Dalton Savidge for funding at \$55.00 an hour, not to exceed \$1,100.00, to hire a consultant to update our current Civil Service Regulations, which are required to be updated every 7 years. The last update to our regulations was done in 2005.

Motion by C/P Anderson to approve requested funding. Seconded by C/P Viker.

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

C/P Anderson stated that the finance committee reviewed the general fund budget for the first six months of this year and determined that the Borough is in fine shape.

**Purchase request-** C/P Anderson's committee has a request to purchase tables and chairs for the Council and Community rooms from the Co-Stars, State Piggy Back Purchasing program. The funds will come out of the General, Water and Sewer accounts. The request is for \$12,779.00.

Motion by C/P Anderson to authorize the purchase. Seconded by C/P Charles.

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

C/P Anderson mentioned that the Finance Committee gave Mgr. Williams approval to purchase a new desk chair for his office, in the amount of \$339.99. This purchase is within the allowable limits for the Committee to approve.

**Library funding request** - C/P Anderson presented a request from the Snyder County Library for \$200,000.00 from the Gelnett Trust payable over 3 to 5 years beginning in 2013. The Library initially received a bequest of \$300,000 from Rudy Gelnett and feel that with the receipt of an additional \$200,000.00 from the Gelnett Trust, it would be a sufficient amount to name the library in his memory. C/P Viker voiced his objection to committing more funds from the Gelnett Trust to the Library, who

originally stated that they would be able to raise all the funds for the new library themselves. Mr. Gelnett did make a concerted choice as to what he wanted to leave the library when he initially gave the bequest of \$300,000.00. In order to fund \$200,000 over five years, the Trust would be funding \$40,000 per year. The expected yearly income from the fund is \$160,000. Committing \$40,000.00 per year to the Library would drastically reduce the amount of funds available for other community activities. C/P Charles stated that Council should be cautious about making any long term (5 year) commitment in regard to the Gelnett Trust. C/P Anderson stated that she was not expecting a decision tonight; Council can review the request and make a decision at next months' meeting.

**Pool Board Request-** C/P Anderson stated that the Finance Committee met with the pool board and advised this is another group with a \$120,000 wish list. Their list contains a project including paving two handicapped parking spaces for a cost of \$30,000. The Borough Treasurer is looking into seeing if this project can be added into a street program at a reduced price. A more immediate request is for \$5,000.00 for pool memberships to be given out on a first-come first-serve basis to the residents of Selinsgrove Borough to encourage people to go to the pool and to provide additional funds for the pool. They have only sold about 50 memberships this year. A family membership is currently \$245.00 for Borough residents. Selinsgrove Borough contributed \$25,000 to the pool this year. The finance committee came up with this idea of granting \$5,000.00 for free memberships in order to keep the pool from having a deficit this year. Mayor Christine suggested that the pool work on a business plan for the future. C/P Viker stated that Borough Council should not have to do the work to make the pool boards request justifiable. He does not want to set a precedent. He would like for the pool board to come up with a concerted business plan for the future.

Motion by C/P Anderson to grant the \$5,000.00 request for pool memberships for Borough residents. Seconded by C/P Charles.

**AYES: Four (4)                      NAYS Two (2) C/P Viker and V/P Carroll                      MOTION CARRIED**

**Selinsgrove Community Movie Night Program Request** -C/P Anderson stated that this is the 4<sup>th</sup> year for having the outdoor movies twice a month at the Rotary Field. In the past it was covered by the library copyright licensure. This year someone complained so the licensing agency pointed out that the library license does not cover outdoor showings. In order to cover the remainder of the season, they need \$1,279.00. This is an emergency, one-time only request. The group will have funds available for the license for next year.

Motion by C/P Anderson to grant the \$1,279.00 one-time request . Seconded by C/P Charles.

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

**PUBLIC FACILITIES & SERVICES COMMITTEE**

**SCADA-**Alan Zeigler of Larson Design Group, Inc. presented an updated schedule. He will meet with the Borough on July 26, 2012 at 10:00 A.M. to review the SCADA project. Borough Council will authorize the Solicitor to bid the project at its meeting of August 6, 2012.

**Fish and Boat Commission-** The Commission requested that the contract for the Isle of Que boat ramp be extended until June 30, 2013.

Motion by C/P Charles to extend the contract for the boat ramp until June 30, 2013. Seconded by V/P Carroll.

**AYES: SIX (6)**

**NAYS: NONE**

**MOTION CARRIED**

#### **BOROUGH ADMINISTRATION/PROPERTY & EQUIPMENT**

**Report on Community Building Expansion:** Asst. Mgr. Badman stated that everyone should have a copy of the construction observation report in their packet. Mgr. Williams and Asst. Mgr. Badman along with Mike Ogozaly, Clerk of the Works, walked around the building on Friday, 6/29/2012. Mgr. Williams stated that the first floor is 85% complete. The second floor is 70% complete. The third floor is probably 60% complete. He thinks that the construction project needs better coordination. Over the weekend the first floor ceiling was installed on the second floor, only to have to be removed because the inspection above the ceiling has not been approved. There have been problems with the stairwells in that the railings were not fabricated to the acceptance of the architect, slowing down the process of installation.

Darren Cassidy, the project manager, made up a new schedule which has a lot of items missing. Darren is responsible to keep the project moving and see that contractors are on schedule with the various items. A weekly construction meeting was suggested rather than the bi-weekly meeting currently held. There was discussion regarding who should be at the meetings and if they should be held weekly. Rocky Baer explained that the architect is the Borough's representative and should be at the meetings. It was decided that Borough Administration/Property & Equipment Committee of Borough Council can call for weekly construction meeting if they feel it is necessary, they do not have to wait until the next Council meeting. C/P Farrell explained that it is not unusual to have mistakes occur on a project this large. We just need to make sure that they are solving the problems and not getting behind on the new schedule.

**Plaque-**The Council reviewed a sketch of the brass plaque that will be placed on the new building giving the year and individuals involved in the renovation and expansion of the building. A few minor changes were determined to be needed to the sketch before it is ordered. Asst. Mgr. Badman expects a final approval from the Library before Thursday. She will then order the plaque.

V/P Carroll thanked Mgr. Williams for his help with the building project, having been hired recently and immediately getting up to speed with the Borough's projects.

#### **COMMUNITY ACTIVITIES**

**Application for Temporary Street Closing Permit:** C/P Mease presented the application with the most recent changes. Mayor Christine suggested a change in language on the "Note" on the second page to make the sentence less negative.

Motion by C/P Mease to approve application with the language change . Seconded by C/P Viker.

**AYES: SIX (6)**

**NAYS: NONE**

**MOTION CARRIED**

**Town and Gown Committee:** C/P Mease stated that the next Town and Gown meeting will be held on July 26, 2012 at 7:00 P.M. in the Pump House.

**Rental Agreement for Use of Borough Facilities** - This is the same rental agreement the Borough has been using for several years for the A.S. Park and the Pump House. Asst. Mgr. Badman would like C/P Mease's committee to make some decisions on the use of the new community rooms located in the basement of the renovated Community Building. She has asked the Library for their list of users and the frequency of their use of the old Community Rooms. The committee needs to determine what type of events they will allow in that space and what rules and regulations they want to apply, including if they want to have the building open on Sundays. They also need to decide what the rental fees will be. Further discussion is needed before recommendations can be made.

**PERSONNEL MANAGEMENT COMMITTEE**- C/P Viker would like to amend the ordinance to not require Borough employees, including the Borough Manager, to live in the Borough but must live in the Selinsgrove Area School District, in Snyder County.

Vince Stoops stated that he would like to see all Borough employees required to live within the Borough, so that they have a better connection to the public they serve, through taxes, water bills, community events, etc. C/P Charles cited many of the same concerns.

Motion by C/P Viker. Seconded by C/P Farrell.

**AYES: THREE (3) C/P FARRELL, C/P VIKER, C/P MEASE.**

**NAYS: THREE (3) C/P CHARLES, C/P ANDERSON, V/P CARROLL.**

**TIE BREAKER VOTE: NAY: MAYOR CHRISTINE. MOTION DEFEATED.**

C/P Viker suggested that this issue be taken back to the Personnel Committee.

**PUBLIC SAFETY COMMITTEE**- No report.

**PLANNING COMMISSION**- No report.

**ZONING HEARING BOARD**- No report.

**PARKS AND RECREATION BOARD**-Vince Stoops stated that the children's summer recreation program is going well. The PHEAA student staff is doing a good job. The program is limited to 7 to 12 year old children. They are having more craft projects this year. They received complaints about last years program being primarily sports related. They are using the Olympics as a theme and are trying to present arts and crafts and sports from a different country each week. The cost to the Board is minimal, they do supply ice water and freezer pops to the children. They are looking for donations of ice. They have approached the American Legion with this request and are waiting for a decision from their Board.

Mayor Christine asked why 6 years old were not included as in years past. Vince Stoops said that they could participate provided they were mature enough to behave in a reasonable manner and not require too much individual attention.

V/P Carroll expressed his personal thanks to Mr. Stoops for his work with the program. Two of Mr. Carroll's grandchildren attended the program while visiting here from Fairfax, Virginia. They loved the program and wanted to go back each day.

Rocky Baer stated that they have been working on a Greenways Grant and a Degenstein Grant for the proposed environmental center. They are still working with the preliminary drawings. The Board is working on the agility course at the dog park. They have someone from outside the Borough who wants to donate money in memory of his dog and receive recognition by the placement of his name somewhere in the park. Susquehanna Students are looking for a community project around the end of August and they will probably have them do some park clean-up.

**SHADE TREE COMMISSION**-No report.

**POLICE CONTRACT NEGOTIATIONS COMMITTEE**-C/P Anderson stated that the police have not gotten back to Council with proposed dates for negotiation.

### **BOROUGH ADMINISTRATIVE REPORTS**

**MAYOR** – Mayor Christine stated that the new part time officer, Francis Petrovich, has started work. He will be taking a 7 week training course that the Chief has set up for him. He anticipates that the 2<sup>nd</sup> part timer will begin in September and the 3<sup>rd</sup> part timer will begin in October. The PHEAA student is in place and working. A student from McCain School of Business will be performing community service within the Borough Police Department starting in September.

Mayor Christine is looking into having the race transport trucks routed through town on 8/12/12 as a new community event. He will check with NASCAR and Watkins Glen to try to encourage drivers to come through town instead of taking the by-pass. Currently NASCAR fans, including Treasurer Badman, line the strip on routes 11 & 15 to view the trucks.

**BOROUGH SOLICITOR**- Atty. Cravitz explained that The Municipalities Planning Code requires public notification, when changing a portion of the Land Development Ordinance. The Snyder County Planning Commission and the Selinsgrove Borough Planning Commission must also be notified of the changes proposed by Ordinance No. 801 and a public hearing must be held. The section to be changed is section 123-22 A. Erosion and Sediment Control Standards. This section will require a review by the Snyder County Conservation District not only in the event of a land development, but anytime there is a disturbance of land. Sol. Cravitz sees this as additional insurance for the Borough, in that if there is a problem, the Conservation District is responsible to see that it is resolved. The Conservation District's fee schedule was provided to Council. The Public Hearing will be held at next month's Council meeting and the Ordinance can be approved at the September meeting.

V/P Carroll made a motion authorize the Solicitor to proceed with the required notifications. Seconded by C/P Anderson.

**AYES: FIVE (5)**

**NAYS: ONE (1) Pres. FARRELL**

**MOTION CARRIED**

**BOROUGH ENGINEER** – Coukart & Assoc., Inc. report dated June 27, 2012 is attached to agenda.

**BOROUGH TREASURER-** Sharon Badman- Treasurer's report for June 2012 was handed out .

**BOROUGH MANAGER/SECRETARY** – Paul Williams-Mr. Williams stated that numerous complaints have been received regarding the Isle of Que detour. C/P Charles met with Penn DOT with suggested changes. They did revise the traffic control plan, in particular where you enter 11 & 15 from the Isle of Que. The interchange of Route 35 has been unchanged except the location of the stop control feature was moved to a location where the sight distance was greater. The second request was from Allen Wentzel to change Bough Street to one-way, east from Market to High Streets. No action at this time.

“Welcome to the Grove” event of Wednesday August 22 from 6:30 to 8:00 P.M. was discussed briefly.

Mgr. Williams and Asst. Mgr. Badman met with Tom Sauers, President of Central Keystone COG, mostly for Mr. Williams benefit, so that he could get a better understanding of how the Borough interacts with the agency. C/P Farrell came in during the meeting and stated that he will volunteer for a position currently vacant on the CKCOG Board of Appeals.

Motion by C/P Viker, seconded by V/P Carroll, to appoint Pres. Farrell to the vacant position on the CKCOG Board of Appeals.

**AYES: FIVE (5)**

**NAYS: NONE**

**ABSTAIN: PRES. FARRELL**

**ZONING-** Janet Powers, Deputy Zoning and Permit Officer. Updates to the permits issued in June 2012 were attached to the agenda. DZO Powers stated that there has been a problem with receiving email and she has not received the transfer list from the County Assessor's Office for 2 months.

DZO Powers reported that Don Smith of FEMA was in the office to apprise her that the Phase 2 HMGP Grant application was approved by FEMA. The grant application was submitted for 9 homes on the Isle of Que to be elevated. Currently four of the nine homes are in the process of elevation and will not be eligible for the grant. The homeowners were apprised of this but decided they did not want to wait for the outcome of the Phase 2 HMGP Grant. Mr. Smith asked that we bear in mind that the state (PEMA) team review of Phase 2 applications has not been conducted as yet and there is no guarantee that they will have sufficient HMGP funds available to fund Phase 2 Projects.

V/P Carroll said that he wanted to commend DZO Powers for her due diligence in preparing the HMGP grant application. Pres. Farrell stated we appreciate all the hard work you did regarding the grant.

**SELINGSGROVE MUNICIPAL AUTHORITY** – Mgr. Williams would like to provide our Solicitor with a request from AT & T for a lease modification. Ryan Brandt, Senior Lease Consultant for a company called Black Dot in Mission Viejo, CA suggested some language changes in the lease agreement. The Lease was with Cingular Wireless, now AT&T. He would like to have Sol. Cravitz review the lease.

**EASTERN SNYDER COUNTY REGIONAL AUTHORITY-** The June 20, 2012 minutes of the Authority were made available to Council. Pres. Farrell and C/P Carroll would like to have a representative from the Authority come to a Borough Council meeting once or twice a year to give us an update.

Mr. Siro voiced his concern that the treatment plant is overloaded, it could be a big expense. Solicitor Cravitz explained that we are in the middle of litigation and cannot comment about pending litigation. This will be discussed in an executive session.

**NORTHEASTERN SNYDER COUNTY JOINT AUTHORITY-** Bill Hetherington/Dianne Mengel- Mrs. Mengel stated that they will be meeting in October 2012.

**NEW BUSINESS-**

**COUNCIL MEMBERS-** V/P Carroll thanked Mgr. Williams for getting up to speed so quickly.

**MAYOR-** No new business.

**OTHERS-** No comments heard.

At 9:47 P.M. Pres. Farrell stated that if there is nothing else, we will adjourn to an executive session after a five minute break.

At 9:53 P.M. the meeting was reconvened to discuss an item that had been overlooked.

**JUSTIN WOMER Request to forego engineering fees.**

Solicitor Cravitz stated that there had been a miscommunication between himself and Mr. Womer regarding who would introduce Mr. Womer's request. This is about a bill DZO Powers sent for the Borough as we normally do for Land Development. The Borough Engineer reviews plans and bills the Borough for his services. DZO Powers then deducts the fee previously paid by the applicant and sends a final bill to the applicant for reimbursement of the cost to the Borough. The bill is currently \$2,271.98. Mr. and Mrs. Womer do not feel that they owe that money because the building permit had already been issued by the previous Borough Manager, prior to having been required by the Borough to pursue the Land Development process. Mr. Womer paid the \$400.00 Land Development fee in January. They had a building permit dated October 24, 2011. They feel that they are not at fault because they followed the directions of the then Borough Manager. The permit was issued in error. Mr. Cravitz stated that DZO Powers was just doing her job by sending this bill to Mr. Womer, neither she, Treas. Badman, or himself had the authority to waive the fees. Only Borough Council can do that. V/P Carroll asked Mgr. Williams if he had any similar experience in the past. He stated that this is a very difficult situation. It is reminiscent of where he just came from. The issue resulted in an incomplete project that hasn't moved off dead center in five years. Yes, there was an error created, it's not a large sum of money. Mgr. Williams would support the motion. V/P Carroll asked Solicitor Cravitz if the Borough has any recourse with errors and omissions insurance. He will look into it.

Motion by C/P Viker to waive the bill of \$2,271.98. Seconded by C/P Anderson.

**AYES: SIX (6)**

**NAYS: NONE**

**MOTION CARRIED**

Meeting adjourned to executive session at 10:05 P.M.

The meeting re-convened at 11:05 PM.

Motion by C/P Viker to put bond companies of the four contractors working on the Borough Building project on notice. Seconded by C/P Anderson.

**AYES: FIVE (5)**

**NAYS: ONE V/P CARROLL**

**MOTION CARRIED**

Motion by C/P Charles to work on resolution of the ESCRA case. Seconded by C/P Viker.

**AYES: SIX (6)**

**NAYS: NONE**

**MOTION CARRIED**

Motion to adjourn by C/P Viker at 11:07 P.M.

Respectfully submitted by:

Janet L. Powers, DZO, MMPM, CRS Coordinator, Recycling Coordinator, LST Tax Collector, Executive Assistant and Acting Recording Secretary