

SELINGROVE BOROUGH COUNCIL MEETING

MONDAY, MARCH 7, 2016 - 7:00 P.M.

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

OTHERS PRESENT: Borough Manager/Secretary Paul Williams; Solicitor Bob Cravitz; Mayor Jeff Reed; Junior C/P Jonah Markle; Borough Treasurer/Assistant Borough Manager Sheri Badman; Recording Secretary Chele' Weaver; DH&L Fire Company Gary Griner and Sean Christine; Selingsgrove Chamber of Commerce John Stokinger; Parks and Recreation Meg Will; PACFI Bob Derr; Selingsgrove Ford Kelly Long; WNEP Channel 16 Eric Granahan and Selingsgrove residents Vincent Stoops, Matt and Hilde Lysiak, Andrew Stewart and Bob Bickhart

CALL MEETING TO ORDER:

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

REVIEW AND APPROVAL OF COUNCIL MINUTES FROM MEETING OF February 1, 2016

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

PERSONS TO BE HEARD:

DH&L Fire Company/DH&L Ambulance League

Gary Griner reported for the month of February 2016 that there were 20 calls: Four (4) automatic alarms; six (6) medical assists; seven (7) motor vehicle accidents without extrication; one (1) power line down; one (1) structure fire and one (1) unauthorized burning. There was a staff count of 88 and 92.37 man hours.

Incidents by township are as follows: One (1) in Middlecreek Township; five (5) in Monroe Township; seven (7) in Penn Township and seven (7) in Selingsgrove Borough.

Mr. Griner did state that DH&L is holding a chicken and waffle dinner on Saturday, March 12, 2016 at the American Legion, it will run from 3 p.m. to 7:30 p.m. There will also be an Open House/Chicken BBQ on Saturday, March 26, 2016 starting at 10 a.m. at the fire house on Bridge Street.

Mr. Griner wanted to take questions from Council that pertain to the Race Car Parade that will run from Selingsgrove Ford thru the downtown to the south end of town ending at Sand Hill Road. This event will be held on Saturday, May 28, 2016 and is the third time they are holding this event. Selingsgrove Ford will be handling the liability insurance.

C/P Charles asked Mr. Griner if they are aware that the speed limit is 25-35 mph coming down Market Street and that Borough Council did not give a waiver on the speed limit in Selingsgrove. Mr. Griner stated that the cars typically do not travel that fast and that the driver's will only go fast enough to keep the cars moving so they do not bog down. They will not accelerate because they cannot go any faster than the lead vehicle.

Sean Christine stated that the parade is led by the Fire Police and that the speed is controlled at a maximum of 35 mph. The minimum is 20-25 mph without an issue for some of the cars. This is basically a convoy of vehicles going down Market Street at the normal posted speed limit which is most likely

slower than most vehicles. The drivers are all veteran drivers and are not rookies. The street closure should last 20 minutes to an hour.

Selinsgrove Projects, Inc. – No Report

Selinsgrove Chamber of Commerce

Meeting Minutes 1/26/16 – Copy Provided

Mgr. Williams stated that a letter from Chamber President Helen Walter was received at the Borough Office acknowledging with appreciation the snow removal after the snowstorm on Saturday, January 23, 2016.

SARI (Pool) – Richard Mease

C/P Mease reminded Council that the opening day for the pool is Friday, May 27, 2016. The YMCA will be managing the pool again this year. SARI will be setting something up with the American Legion to have another **FREE** day on Memorial Day which is Monday, May 30, 2016.

Parks & Recreation Commission – Megan Will

Meeting Minutes 2/23/16 – Copy Provided

Ms. Will informed Council that on Wednesday, March 16, 2016 a Boy Scout troop will be helping to stack fire wood at Little Norway II.

Ms. Will stated she is looking forward to working with Makenzie Stover the Borough's new Parks and Recreation Coordinator. She was also happy to hear that Elaine Herrold has stepped forward to fill the shoes of Kay Spigelmyer with the Concerts at the Gazebo.

Others in Attendance

Bob Derr of PACFI (Pennsylvania Cystic Fibrosis)

Mr. Derr informed Council that the Hoopie Bar Crawl is on Saturday, March 12, 2016. This event will start at the Moose and proceed to Bot's Tavern, BJ's, The Selinsgrove Hotel and then back to the Moose for music and dancing from 11 p.m. – 1 a.m. Mr. Derr will be contacting the Chief of Police to speak with him and has already emailed him.

Mr. Derr stated that the Hoopie Bar Crawl was started back in 2000 by friends and classmates of Selinsgrove native Sara Rathfon who died of Cystic Fibrosis in 2000.

Orange Street News Hilde Lysiak

Miss Lysiak took the floor and informed Council that she would like to talk about a serious issue – vandalism. She feels that vandalism has been on the rise in Selinsgrove. Vandals have been throwing eggs, ripping up plants and being a menace to people and businesses all over town. Something needs to be done. Miss Lysiak is suggesting hiring a new Police Officer because there are only four (4) officers in town and in a town of 5,000 residents this is not enough.

Miss Lysiak is starting a Go-Fund Me page to raise \$40,000.00 to hire a new Police Officer. She stated that she needs Council's support and that all the information can be found on her website orangestreetnews.com.

V/P Carroll suggested to Miss Lysiak to speak with the Chief of Police and Mayor Reed. Mayor Reed did state that it's not that the Police Department doesn't want another officer – they are in the process of

receiving applications, interviewing and processing what needs to be done to hire a Police Officer. There has been monies budgeted in the Borough for a fifth Police Officer. C/P Charles stated that the Borough is hoping in 2-3 months to have the fifth officer hired.

COMMITTEE / COMMISSION / BOARD REPORTS:

FINANCE & BUDGET COMMITTEE – Tim Charles, Chairman

Payment and Ratification of Bills

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Adopt Application for County Aid – Copy Provided

C/P Charles stated that the allotment for this year is \$4,390.00 – this will be put in the Borough's Liquid Fuel's money for the Street Program.

Motion made by C/P Charles to submit the Application for County Aid. Motion seconded by C/P Hendricks.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Authorize Sale of 1996 Skid Steer Loader on Municibid – Copy Provided

Motion made by C/P Charles to post this on Municibid. Motion seconded by C/P Hendricks.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Authorize Purchase of 2016 Chevrolet Pick-Up – Copy Provided

C/P Charles stated the total price for the truck and plow together is \$36,178.00. The Borough budgeted \$35,000.00 but we should actually come out ahead because of the sale of the old pick-up truck.

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Ratify Award of Streetscape Project to Tra Electric – Copy Provided

C/P Charles stated that the bid amount is \$270,585.05.

Motion made by C/P Charles to award this contract to Tra Electric. Motion seconded by C/P Hendricks.

AYES: SIX (6) NAYS: NONE MOTION CARRIED
C/P Neff abstained from voting due to working for Tra Electric

Award contract for 2016 Spring Borough Cleanup – Copy Provided

C/P Charles stated that Disposal Management Services (DMS) of Coal Township is the apparent low bidder.

Motion made by C/P Charles to award this bid to DMS of Coal Township. Motion seconded by C/P Hendricks.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Gelnett Trust Fund – Kidsgrove

C/P Charles stated that in 2014 Council approved giving \$8,000.00 in Gelnett monies to the restroom renovations down at Kidsgrove. This job was never done. They received grant monies from the Degenstein Foundation, the Walmart Foundation and an in-kind donation of \$19,900.00 from D.B. Construction of Selinsgrove.

Kidsgrove would now like to do this work and they have not approached Council since 2014. If someone does not approach Council, the monies are not carried over from one year to the next. Kidsgrove was under the impression that this would carry over. The Finance Committee recommends that Council approve this for up to \$8,000.00 on the condition that the matches are still in effect. Updated documentation will need to be presented.

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

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

BOROUGH ADMINISTRATION / PROPERTY AND EQUIPMENT – Pete Carroll, Chairman

V/P Carroll stated that last month Council received the request for Resolution 2016-04. There was not a quorum present at the last meeting so V/P Carroll would like to table this and ask both members of this committee to look at their calendars and get back with him so they can come back next month and present this to Council.

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

Approve Street Closure for Race Car Parade on Saturday, May 28 – Copy Provided

C/P Mease stated that this event will be held from 2:30 p.m. – 4:00 p.m.

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Approve Street Closure for 5K Alpha Delta Pi Sorority on Saturday, May 19 - Copy Provided

C/P Mease stated that this event will start at 11:00 a.m. This has been approved by the Chief of Police. A member of Public Safety from Susquehanna University will also be present.

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

PERSONNEL MANAGEMENT COMMITTEE - Marvin Rudnitsky, Chairman

Approve SPOA Contract for 2016-2018

Pres. Rudnitsky stated that the Committee is at the point in their negotiations with the Selinsgrove Police Officers Association where they need to have an Executive Session to discuss the proposed contract.

Borough Council excused themselves to an Executive Session in the Keystone Room at 7:39 p.m.

The meeting reconvened at 8:15 p.m. Pres. Rudnitsky stated that the matter on the table for consideration is the approval of the contract with the Selinsgrove Police Association which is a three (3) year contract.

Motion made by C/P Charles to pass the labor agreement between the Borough of Selinsgrove and the Selinsgrove Police Officers Association as presented. Motion seconded by V/P Carroll.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Gelnett Funds Trustee Replacement

Pres. Rudnitsky stated that this is scheduled for consideration by the Courts later this month. There was a discussion held in Executive Session.

Motion made by C/P Charles to authorize the Solicitor to file an answer to the petition to appoint a successor Trustee to the Gelnett Fund. Motion seconded by C/P Hendricks.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

PUBLIC SAFETY COMMITTEE – Grant Neff, Chairman – No Report

PLANNING COMMISSION – Earl Moyer, Chairman

Meeting Minutes 2/17/16 – Copy Provided

Recommendation to sign record plan; Susquehanna University

Mgr. Williams stated that there are a number of record plans for completed projects at Susquehanna University that need to be recorded at the Snyder County Courthouse to make them a record. Mgr. Williams has coordinated this with Susquehanna University, the Snyder County Planning Commission and someone from the Recorder of Deeds Office.

What Mgr. Williams needs is authorization for a Council representative to sign these record plans. The Planning Commission does recommend this to Council as a body. The Planning Commission has signed the plan. These plans would be for University Housing Units A&B and are located by the baseball field, 18th Street Common's, the Geisinger Clinic, the Science Building and West Village. The Borough Engineer has confirmed the completeness of these projects.

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

ZONING HEARING BOARD – Cyril Runkle, Chairman

Meeting Minutes 1/7/16 – Copy Provided

Meeting Minutes 2/4/16 – Copy Provided

Mgr. Williams stated that the January 2016 meeting dealt with the elevation of the two (2) structures on the Isle of Que which were approved for Walshaw and Schrader.

Mgr. Williams informed Council that the February 2016 meeting dealt with the Snyder County Coalition for Kids. There was a conditional granting of a special use variance made at this meeting. This decision was signed and provided to the applicant this month (March 2016).

Mgr. Williams stated that on Thursday, March 3, 2016 a single hearing was held that dealt with the granting of a special exception so that Vivace Music could alter the existing Kleinbauer Fine Clothier logo. This was granted.

CIVIL SERVICES COMMISSION – Dalton Savidge, Chairman

C/P Hendricks would like to make a motion to direct the Civil Service Commission to finalize the eligibility list for hiring of a fifth police officer prior to Council's Monday, April, 4, 2016 meeting. Motion seconded by C/P Farrell.

AYES: SIX (6) NAYS: ONE (1) – C/P Neff MOTION CARRIED

BOROUGH ADMINISTRATIVE REPORTS:

MAYOR – Jeff Reed

Presentation of the Police Reports for December 2015 – Copy Provided

Presentation of the Police Reports for January 2016 – Copy Provided

SHADE TREE COMMISSION – Bo and Joan Fasold

Meeting Minutes 2/18/16 – Copy Provided

BOROUGH SOLICITOR – Robert Cravitz, Esq.

BOROUGH ENGINEER

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

Mgr. Williams informed Council that the Streetscape Lighting – Phase III is moving along. The award went to TRA Electric, Inc. The construction inspection contract went to Stahl Sheaffer. A pre-construction meeting has been set for Tuesday, March 15, 2016 at Stahl Sheaffer.

2016 Street Program – Council will be asked at their Monday, April 4, 2016 meeting to go to bid for street improvements and curb, sidewalk and ramp replacement. The Borough Engineer is working diligently to do this.

Update on pending projects – Larson Design Group – No Report

BOROUGH TREASURER – Sharon M. Badman

Approve Treasurer's Report for Month of February 2016 – Copy Provided

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Approve March 2016 Newsletter – Copy Provided

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Approve Police Insert for Newsletter – Copy Provided

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

BOROUGH MANAGER / SECRETARY – Paul A. Williams

Manager’s Monthly Activity Report – Copy Provided

Mgr. Williams stated that Makenzie Stover the Borough’s new Recreation Coordinator/Deputy Zoning Officer started her employment today (Monday, March 7, 2016).

The Public Works Department should be recognized for the way they maintain the Borough vehicles and equipment. Thank you for a job well done to extend the useful life of the vehicles and equipment.

Mgr. Williams informed Council that an energy audit was done on the Borough Building by a firm named Tremco. They should be presenting their findings at the next Finance Committee meeting or Council meeting on Monday, April 4, 2016.

Mgr. Williams stated that he did attend a training seminar at the 911 center on damage assessment. This seminar was used for preparing the Borough for anything that Mother Nature may throw at us including flooding.

Notice: PSAB 2016 Annual Conference, June 5-8, 2016 at the Hershey Lodge

Approve Proposal for Codification from Code Publishing Company – Copy Provided

Mgr. Williams stated that the Borough has been in the midst (perhaps 18 months) of a Codification of Ordinance process. This was being done by a firm called Keystate Publishers of Shippensburg, PA. The principle owner passed away in December 2015. He had been ill for several months. There was no business succession plan for Keystate. The Borough was almost set to adopt the Codification subject to some final edits and cleanups and deliverables. An employee from Keystate has been a conduit to help the Borough through the final steps. She made a recommendation to the Borough of three (3) firms that perhaps may be able to pick up where Keystate has left off. This is not only to finish editing but a big part of this project, besides the deliverables, is that this document be made available electronically for searches on the Borough’s website.

Code Publishing has been recommended and they are from the West Coast (Seattle, WA). They seem to be the most qualified to take this project on. There would be no charge for the first year to host their website and it would be \$40.00/month in the subsequent years. This firm is a lot less expensive than General Code who the Borough used to use.

Pres. Rudnitsky asked what the cost would be. Mgr. Williams stated that the vendor Keystate has been paid in full for the deliverable. The Borough should be receiving all the information electronically in order for the new company to more than likely convert it to html format. The cost is \$1,195.00. The Borough may choose to have hard copies of the Code Book. The binders that they would be contained in are provided to the Borough at their cost. This project should be completed hopefully by mid-year.

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Statements of Financial Interest Due by May 1, 2016

Snyder County Tax Collection Committee Meeting

Meeting Minutes & 2016 Budget & 2015 Actual Reports – Copy Provided

Mgr. Williams stated that the same officers were re-elected for another year. The school district does receive the lion share of the Earned Income Tax (EIT) for the County. Jeff Hummel is the Chair of the committee, Truman Purdy is the Secretary, Lynn Naugle is the Vice Chair and Robert Cravitz is the Solicitor.

One (1) significant action that was taken at this meeting was that they reappointed Berkheimer, Associates to be the collector for EIT. The contract has been extended for another five (5) years. The municipality is charged 1.4% and the school district 1.6%. The incentive to remain with Berkheimer and not enter into a one (1) or three (3) contract was that if the Borough entered into a five (5) year contract they would not charge anything for collecting delinquent taxes. The expense to the Borough for this year will be \$69.78 payable to the Committee's as a percentage of total expenses.

Reminder: Putting for Pages – March 4th & 5th at the Library – Copy Provided

Update for Flood Risk Study for the Lower Susquehanna-Penns Watershed – Copy Provided

Mgr. Williams stated that this was inevitable – that once Federal monies were allocated to update the Flood Insurance Rate Map or the FIRM Map that the Flood Plain Map would be updated. What does this mean to Selinsgrove – it will show a worse condition – there was a special study done on the north branch of the Susquehanna River which will have an impact on the Borough by a foot and a half.

Sol. Cravitz stated that the Borough will see an increase in re-assessments. This means a reduction in assessments to the detriment of tax receipts.

Discussion on Property-8 North High Street

Mgr. Williams stated that this may go to Executive Session at the end of the meeting.

ZONING – Deputy Zoning and Permit Officer – Paul A. Williams

Update of ZONING, SIGN & DEMOLITION PERMITS ISSUED – No Report

PARKS & RECREATION COORDINATOR – Makenzie Stover – No Report

SELINSGROVE MUNICIPAL AUTHORITY – Donald Bottiger, Chairman – No Report

EASTERN SNYDER COUNTY REGIONAL AUTHORITY – Ed Mann

Meeting Minutes 1/20/16 – Copy Provided

Pres. Rudnitsky commented under old business that the Selinsgrove Borough approved zoning for the Que Brew, the Borough did not receive any information from the applicants other than to note that the applicants don't want to pay the \$1,500.00 retainage to ESCRA to have the plans reviewed.

Mgr. Williams stated that the Zoning Permit was issued as he felt was required within 30 days. He did have a discussion with the Solicitor and it was approved with conditions. The principals of the Isle of Que Brew must satisfy the Industrial Waste Permit and if the Building Permit is required that they secure one (1) from Central Keystone Council of Governments (CK COG).

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

NEW BUSINESS:

COUNCIL MEMBERS

V/P Carroll

V/P Carroll informed Council that Jr. C/P Jonah Markle was recognized in the Daily Item as a Young American. Congratulations!

V/P Carroll also asked Jr. C/P Markle to help search for another Jr. Councilperson to replace him because he is a senior.

Borough Council excused themselves to an Executive Session at 8:50 p.m. for a potential real estate acquisition.

Meeting reconvened at 9:05 p.m.

ADJOURNMENT:

Motion made by C/P Hendricks to adjourn at 9:09 p.m. Motion seconded by C/P Farrell.

Respectfully submitted by

Chele' Weaver
Recording Secretary