

## SELINGROVE BOROUGH COUNCIL MEETING

MONDAY, NOVEMBER 3, 2014 - 7:00 P.M.

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

**COUNCIL MEMBERS ABSENT:** None

**OTHERS PRESENT:** Borough Manager/Secretary Paul Williams; Solicitor Bob Cravitz; Mayor Jeff Reed; Junior C/P Jonah Markle; Borough Treasurer/Assistant Borough Manager Sheri Badman; Recording Secretary Chele' Weaver; DH&L Fire Company Gary Griner; Parks & Recreation Rocky Baer; Stahl Sheaffer Engineering Chad Shaffer; Daily Item Marcia Moore; Selinsgrove Chamber of Commerce Helen Walter and WKOK Lauren Koch

### CALL MEETING TO ORDER:

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

**RECESS MEETING TO PUBLIC HEARING AT 7:00 P.M. ON CONDITIONAL USE for Stahl Sheaffer, LLC located at 106 N. High Street. The purpose of this meeting is to discuss compliance of the required surface of durable bituminous or concrete paving material and time period extension of one year.**

Chad Shaffer from Stahl Sheaffer Engineering took the floor. Mr. Shaffer stated that the Borough is in the midst of street improvements on North High Street. Having a one (1) year extension would give Stahl Sheaffer a chance to get established within the building and to allow them to work out the parking issues where the curb cuts, etc. are going to be - concurrently with the Borough's plans to add curbs and sidewalks to North High Street.

Mgr. Williams stated that there was an advertisement that ran twice in the newspaper of general circulation. There was also an application from Stahl Sheaffer. Mgr. Williams stated that he does not think that it matters that the advertisement read that it was for Stahl Sheaffer Engineers as there is a partnership for the ownership of the property.

Mgr. Williams stated that the Ordinance does allow a new business a one (1) year period to provide the durable paving material. Mgr. Williams asked Mr. Shaffer if he is requesting a period of time beyond the one (1) year period or does Mr. Shaffer feel it will be accomplished in the first year? The reason Mgr. Williams is asking is that the hearing was advertised as stating "that if in the event that Stahl Sheaffer would exceed this 12 month period from the Certificate of Occupancy."

Mr. Shaffer stated that from his discussions with Jeff Sheaffer they would like to ask for a period longer than one (1) year – it would actually be three (3) years.

C/P Rudnitsky asked Sol. Cravitz when the year begins. Sol. Cravitz stated once they take possession with the Certificate of Occupancy. Stahl Sheaffer would also be asked to defer putting paving over the area where the easement is going to happen.

C/P Rudnitsky asked Mr. Shaffer when Stahl Sheaffer plans on moving in and getting the Certificate of Occupancy. Mr. Shaffer stated most likely February 2015.

C/P Viker stated that he has seen Council waive Ordinances for specific purposes. Council is empowered to do this. Mgr. Williams did state that in the Ordinance the last five (5) words under

subsection 140-93 section (3) states that "unless otherwise determined by Council." This is related to the one (1) year and the Certificate of Occupancy.

The curbing and sidewalks will be done in the spring or early summer of 2015 according to Mgr. Williams. C/P Viker stated that a reason to go beyond a year would be to have the Borough finish the curbs and sidewalks and then begin the year for Stahl Sheaffer. There have been cars sitting on this lot for dozens of years without any trouble. This would not be a full three (3) years, but would give Stahl Sheaffer a year from when the Borough finishes their project.

C/P Charles does not see anything wrong with this because Stahl Sheaffer is inheriting the curbing, sidewalk and paving.

**Meeting reconvened at 7:15 p.m. – No action taken.**

Motion made by C/P Viker to grant the conditional use request for Stahl Sheaffer with the understanding that the one (1) year period in which Stahl Sheaffer has to finish the required paving begins when the Borough completes the curbing and sidewalk for North High Street. Motion seconded by C/P Rudnitsky.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**REVIEW AND APPROVAL OF COUNCIL MINUTES FROM MEETING OF OCTOBER 6, 2014**

C/P Hendricks requested that on page five (5) when Council approves the street closures (and since this is the official record) can the effective dates and times be included.

Motion made by C/P Viker to approve the minutes with the corrections. Motion seconded by C/P Charles.

**AYES: SIX (6)**

**NAYS: NONE**

**MOTION CARRIED**

C/P Rudnitsky abstained because he did not attend the October 6, 2014 Borough Council meeting.

**PERSONS TO BE HEARD:**

**DH&L Fire Company**

**September & October 2014 Reports – Copies Provided**

**Selinsgrove Projects, Inc.**

**Meeting Minutes from September 16, 2014 – Copy Provided**

**Meeting Minutes from August 19, 2014 – Copy Provided**

**Adopt Resolution 2014-22 for Main Street Exit Grant – Copy Provided**

Motion made by C/P Charles to pass Resolution 2014-22. Motion seconded by V/P Carroll.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Selinsgrove Chamber of Commerce – Helen Walter, President**

**Meeting Minutes for September 23, 2014 – Copy Provided**

**Board Meeting Minutes for October 7, 2014 – Copy Provided**

Helen Walter stated that the Chamber is working with the downtown businesses to do some holiday promotions.

Ms. Walter would also like the Borough to look into putting lighting in the parking lot across from the Senior Center on Water Street. This is very dangerous at night. Mgr. Williams stated that this has been included as a draft budget item for 2015.

Ms. Walter also informed Council that she feels there has been a lot of traffic coming into the Borough from the south due to the billboards that Selinsgrove Projects, Inc. has on Routes 11&15 south and also for Piano Palooza.

## **Selinsgrove Parks & Recreation – Rocky Baer**

### **Meeting Minutes – Copy Provided**

#### General

Mr. Baer stated there are three (3) signs that need installed. Parks & Recreation (PnR) has requested the help of the Gelnett Trust. The signs that are going to be installed in 2015 are at Major Anthony Selin Park (currently this sign is located in the dog park and PnR would like to install it somewhere else – location is yet to be determined), the kayak launch and the mini playground down on Water Street (across from Pump House Park).

Six (6) new signs have been installed throughout the Borough parks for Young Lungs at Play.

PnR Coordinator Jessie Runkle has been working on many activities. If anyone is interested in seeing the many opportunities in the Community Room, please visit the facebook page titled Selinsgrove Recreational Programs.

PnR has submitted their budget request for 2015 to the Finance Committee.

#### Summer Kids Program

PnR Coordinator Jessie Runkle has spoken with an individual from Susquehanna University that qualifies for PHEAA and would be interested in being a counselor in the summer of 2015.

#### Dog Park

Mr. Baer stated that Phase III (which would be the smaller dog park) is in negotiations between Susquehanna University and Sol. Cravitz. Things are moving forward.

There is an issue with the interior gate post and Mgr. Williams will follow up to have the Borough crew fix it.

Mr. Baer informed Council that Jeff Ries, a Selinsgrove Borough resident, took his dog to the dog park and had two (2) encounters with a german shepherd named Moses. The first time there was no blood drawn (there was some aggressive actions between Mr. Ries's dog and Moses) but the second encounter did draw blood and left puncture marks on the backend of Mr. Ries's dog and sent him to the vet. This in turn drew a dialogue about what are the rules of the dog park. There currently is nothing established. PnR would like to add a policy in the Borough Code to state that the dog must be properly licensed and vaccinated. With that being said, aggressive dogs will not be tolerated and will not be allowed at the dog park. The other option is to have the State Dog Warden make inspections to check on this. There is no policing and use is at your own risk.

Mgr. Williams has sent an email to the Police Chief and PnR Board member Leslie Imhoof was going to report the incident as well.

C/P Viker stated that a sign could be posted, but it is unenforceable. A police officer is not going to patrol the dog park and the idea of a dog warden coming around when the act is actually happening is very unlikely. The best thing to do would be to post a sign. It gives the community members a sense of authority themselves to say "look it is not just me that is upset about your dog – look at the sign."

Sol. Cravitz stated that in Lewisburg they adopted a policy to this effect that aggressive dogs will not be tolerated.

PnR Coordinator Jessie Runkle will be looking at other cities and Borough's to draft a policy for the Borough.

#### Mini Playground

Mr. Baer informed Council that there is a line in the budget to add new playground equipment. Some of the equipment is out of date and needs replaced.

#### Major Anthony Selin Park

PnR would like to put ash or cinders around the perimeter to provide a little bit more accessibility in the area.

#### Environmental Center

Grants from DCNR are being considered and have been discussed with DCNR staff. This area is part of the River Trail system creating more of a priority for the grants. Examples of other facilities similar to this are Columbia Borough and Millersburg. Selinsgrove's center will be somewhere between the two (2) of these in regards to scale.

#### Creek Access and Gazebo "Pump House Park"

Mgr. Williams has been talking to a new resident and professor at Susquehanna University. He suggested that PnR introduce some grasses to the bank by the Penns Creek. There is always the issue of vegetative growth and its removal. He also suggested a Best Management Practice should be established. This gentleman is willing to look at the bank and offer some suggestions.

#### Ice Rink

Mr. Baer stated that a volley ball court has been discussed. PnR would need to purchase the equipment. This is on hold.

The skate sharpener which is a Model 911, WISSOTA Skate Sharpener had been discussed. PnR has found some You Tube videos on how to sharpen skates. No one knows how to use the sharpener. The Sunbury ice rink has the same sharpener, so any questions could be directed to Mark Getz.

The walkways are starting to curl and cup by weathering. PnR needs to replace the planks, there is an electrical panel cover that is missing and the building needs to be cleaned. A work party needs to be scheduled to get this done. If the Borough would get water from a flood, the skates and equipment will need to be removed.

#### Kidsgrove

The Board is still looking for members. They have had three (3) new members, with one (1) more who is interested. Two (2) of these members are students from Susquehanna University.

The restrooms will be renovated and upgraded. They have received bids. The decision has been tabled until the next Board meeting.

Kidsgrove did have a fundraiser at the Market Street Festival in September. There are extra shirts that they are trying to sell.

Meg Will would like to express her thanks to the Borough crew for helping spread the wood chips at Kidsgrove.

Community service volunteers have helped recently and for the most part it was a good experience.

Kayak Access

Need gravel at the bottom of the ramp, due to wash away. There are also some ruts that have developed that will need to be addressed.

Rotary Field

Rotary would like to put up a sign prohibiting older kids from hitting baseballs over the fence which may break windows on nearby houses or passing cars. The Selinsgrove Police Department will try to help enforce this.

**Accept Resignation of Rocky Baer, Chairman – Copy Provided**

Motion made by C/P Viker to accept Mr. Baer's resignation with considerable regret. Motion seconded by C/P Hendricks.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**COMMITTEE / COMMISSION / BOARD REPORTS:**

**FINANCE & BUDGET COMMITTEE – Tim Charles, Chairman**

**Payment and Ratification of Bills**

Motion made by C/P Charles to authorize payment of the bills. Motion seconded by C/P Rudnitsky.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

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

**Acknowledge Receipt of 2015 Budget Requests - Copies Provided Via Email**

**DCED Approval of Corrective Action Plan Submitted in October – Information Only**

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

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

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

**Approve Banner Placement Request for SU Homecoming/Reunion Weekend from Thursday, November 13, 2014 – Tuesday, November 18, 2014 - Copy Provided**

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

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Approve Street Closure for 4<sup>th</sup> Annual David Stefanovidge Memorial 5K Run on Sunday, November 16, 2014 from 2:00 p.m. to 3:00 p.m. – Copy Provided**

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

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Approve Sidewalk Use (including chalking) & Intersection Crossings for Santa Pet Parade on Saturday, December 6, 2014 from 2:00 p.m. to 3:00 p.m. – Copy Provided**

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

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

C/P Mease wanted to inform Council that Selinsgrove Area Recreation, Inc. (SARI) has received a donation from Monroe Township for 2014. Other organizations have been addressed and SARI is expecting some replies in the near future.

**PERSONNEL MANAGEMENT COMMITTEE – Marvin Rudnitsky, Chairman – No Report**

C/P Rudnitsky did state there will be a Personnel Management Committee meeting on Thursday, November 13, 2014 at 7:00 p.m.

**PUBLIC SAFETY COMMITTEE – Erik Viker, Chairman – No Report**

**PLANNING COMMISSION – Earl Moyer, Chairman**

**Appoint John Wert, 611 Eighth Street, as a Planning Commission member**

Motion made by V/P Carroll to appoint John Wert. Motion seconded by C/P Viker.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**ZONING HEARING BOARD – Cyril Runkle, Chairman – No Report**

Mgr. Williams did inform Council that there is an anticipated application. The Board did award use of the Gelnett Funds to assist the Senior Center on Water Street. It involves putting in a ramp and a sidewalk. The old entrance is basically front and center off on Water Street. The existing sidewalk is proposed to be removed. The new sidewalk is going to be on the far northern boundary and will have an L shape back to the front of the building and a new set of stairs put in. The ramp would be on the south side with an L shape.

The Senior Center would also like to put on a covered porch. This building is one (1) of the only structures that has any setbacks on this section of Water Street. It encroaches on the front yard setback. There will be a variance filed hopefully for the December 2014 Zoning Hearing Board meeting.

**CIVIL SERVICES COMMISSION – Dalton Savidge Chairman – No Report**

**SHADE TREE COMMISSION – Bo and Joan Fasold**

**Appointment of Jonathan Niles, 108 Charles Avenue, as a committee member**

Mgr. Williams stated he is a professor at Susquehanna University. He does fresh water studies and has written grants himself. Mr. Niles became a Borough resident recently.

Motion made by C/P Viker to appoint Mr. Niles. Motion seconded by C/P Rudnitsky.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**BOROUGH ADMINISTRATIVE REPORTS:**

**MAYOR – Jeff Reed**

**Presentation of the Police Report for August & September 2014 – Copy Provided**

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

**Adopt Resolution No. 2014-23 Acquiring Easement for Drainage from Keith Musser – Copy Provided**

Motion made by C/P Charles to adopt Resolution No. 2014-23. Motions seconded by C/P Hendricks.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**BOROUGH ENGINEER**

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

Mgr. Williams informed Council that the Streetscapes – Phase III of the ornamental streetlamps has Engineer Coukart looking for a power supply somewhere near the intersection of North Market Street and Snyder Street.

C/P Mease made a suggestion about a Phase IV that would allow the Borough to run lights down Pine Street to the railroad tracks to meet Susquehanna University. The University could then bring lighting down from their end and meet with the Borough. This would be a great way for the students and parents to come into the downtown area by it being lit up. Mgr. Williams stated that if the Borough could stay to the east of the railroad tracks and find the power supply it could be accomplished.

2014 Street Program

Engineer Coukart is reviewing the final pay request at this time.

2014 Public Works Project

Mgr. Williams stated that the only thing remaining is the drainage pipe going across The Morning Glory property on High Street. This should be completed in November 2014.

Northumberland National Bank

Engineer Coukart is continuing to review the final set of plans for Northumberland National Bank. The Planning Commission should be making a recommendation this month for Borough Council's consideration in December 2014.

Construction of Curb Ramps & Sidewalks

The Contractor has indicated that he has completed all work and Engineer Coukart will be inspecting the same.

Mgr. Williams also informed Council that Engineer Coukart attended a final inspection meeting with Weis Markets pertaining to the improvements that were permitted by PennDOT. There was a Highway

Occupancy Permit for the new driveways that now intersect with the three (3) state highways – Bridge Street, Route 204 and Route 522, the Traffic Signal Permit and the Drainage Permit.

First Capital Engineering needs to remit to the Department details on their ramps at the intersections to make sure that they are ADA compliant.

The Borough has asked PennDOT if they could supply a supplemental sign known to drivers and pedestrians that motorists should yield to pedestrians within the crosswalk. The problem is that there is a shared green time and pedestrians are crossing Route 522 at the same time motorists are moving. This has not been well received by PennDOT. A different approach may have to be taken.

**BOROUGH TREASURER – Sharon M. Badman**

**Approve Treasurer's Report for Month of October 2014 – Copy Provided**

Treas. Badman informed Council that the Finance Committee is going to meet next Thursday, November 13, 2014 at 1:00 p.m. to go over the budget by line item. Council as a whole will meet on Monday, November 17, 2014 at 6:30 p.m. This will be the budget work session.

Motion made by C/P Viker to accept the Treasurer's report for October 2014. 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 on Tuesday, October 7, 2014 Janet Powers came into the office as a consultant/contractor to help the Borough Office along with those things that are still pertaining to Flood Plain Management. While Ms. Powers was still employed she had started a reimbursement type grant application with PEMA and FEMA. This was dealing with two (2) homes on the Isle of Que for elevation. Mgr. Williams feels that the Borough has satisfied these agencies with the Borough's submittal.

Mgr. Williams stated he did attend a meeting in October 2014 at PennDOT for their winter maintenance program.

Mgr. Williams informed Council that there has been a rebalancing of the buildings heating and air conditioning system. This is being funded by EI Associates and Moore Engineers (the Design Engineers of the system). It is complicated and complex. The Borough has controls, 27 heat pumps and two (2) rooftop air exchange units. The building has had a high relative humidity problem. There is a lot of coordination taking place between EI Associates, Moore Engineers and the Borough's current contractor HB McClure and NRG North the Borough's Controls Consultant. In the end the Borough is trying to achieve more efficiency for the building. Mgr. Williams does believe that the building at this point is costing the Borough more than had been projected in energy. He is hoping that the Borough can reduce its costs and balance the system as it was designed to operate.

Ethnogenesis has a new owner. They were sold to a new partnership on Friday, October 17, 2014. Mgr. Williams stated he has had one (1) meeting so far with John Abromitis at ESCRA to see in fact if the Borough can work cooperatively on an Industrial Waste Permit for this particular food production plant. He has met the new owners and they seem to be agreeable to working through the process. Mr. Marlin Grimes is still part of the transition for a period of time. This could provide a renewed opportunity to work in conjunction with ESCRA.

**Adopt Resolution No. 2014-24 regarding Fair Housing notice required by DCED – Copy Provided**

Motion made by C/P Viker to adopt Fair Housing Resolution No. 2014-24. Motion seconded by C/P Hendricks.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**ZONING – Jessie Runkle, Deputy Zoning and Permit Officer**

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

**PARKS & RECREATION COORDINATOR – Jessie Runkle**

**Monthly Report – Copy Provided**

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

**EASTERN SNYDER COUNTY REGIONAL AUTHORITY – Ed Mann – No Report (Lacked a Quorum)**

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

**NEW BUSINESS:**

**OTHERS -**

Treas. Badman stated to Sol. Cravitz that she had faxed up to him a copy of the CDBG program. Sol. Cravitz replied that he did have a chance to look at it. Treas. Badman asked if everything is in order then she will have Pres. Farrell sign the resolution that Council did adopt in August 2014. Sol. Cravitz stated that this is fine.

**Recess to Executive Session to discuss pending litigation at 8:15 p.m.**

**Meeting reconvened at 8:45 p.m. – No action taken.**

**ADJOURNMENT:**

Motion made by V/P Carroll to adjourn at 8:45 p.m. Motion seconded by C/P Viker.

Respectfully submitted by

Chele' Weaver  
Recording Secretary