

SELINGROVE BOROUGH COUNCIL MEETING

MONDAY, NOVEMBER 4, 2013 - 7:00 P.M.

COUNCIL MEMBERS PRESENT: Pres. Brian Farrell, V. Pres. Pete Carroll, C/P Dottie Anderson, 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 Sean Christine; Junior C/P Jonah Markle; Borough Treasurer Sheri Badman; Recording Secretary Chele' Weaver; Susquehanna Intern Kristina Sherman; Selingsrove Tax Collector Michael B. Bolig; Daily Item Reporter Marcia Moore; DH&L Fire Company Gary Griner; Main Street Manager Mary Bannon; Borough Residents Margaret Siro, Jeffrey Reed, Earl Moyer, Vincent Stoops, Donna Stroup and Marv Rudnitsky

OTHERS ABSENT: None

CALL MEETING TO ORDER:

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

REVIEW AND APPROVAL OF COUNCIL MINUTES FROM MEETING OF Monday, October 7, 2013:

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

PERSONS TO BE HEARD:

DH&L Fire Company – Gary Griner reported there were 21 incidents for the month of October 2013 and they are as follows: Two (2) automatic alarms; one (1) stand-by assignment; one (1) motor vehicle accident with extrication; one (1) good intent/service call; three (3) medical assists; seven (7) motor vehicle accidents without extrication; one (1) odor investigation; one (1) power line down; one (1) rescue call and three (3) structure fires. Incidents by Township were as follows: One (1) Borough of Freeburg; one (1) Jackson Township; seven (7) Monroe Township; two (2) Penn Township; six (6) Selingsrove Borough; one (1) Shamokin Dam Borough; one (1) City of Sunbury; one (1) Union Township and one (1) Washington Township. Of the 21 calls there were 258 personnel for a grand total of 571.40 man hours.

Mr. Griner informed Council that the Utility Truck that they have been trying to sell has someone interested and they will be flying in on Thursday, November 7, 2013. They are from Utah and if they are interested they will be driving it home. The Rescue Truck will be picked up either Thursday morning, November 7, 2013 or will be delivered Friday morning, November 8, 2013.

Selingsrove Area Recreation, Inc. – No report

Selingsrove Projects, Inc. – Main Street Manager Mary Bannon – MSM Bannon informed Council that this Thursday, November 7, 2013 Kelly O'Brien Gavin who is the Director of the Greater Susquehanna Valley KIZ (Keystone Innovation Zone) will be in the Community Room of the Borough Building to give a presentation entitled "WHAT IS THE KIZ?" at 6:30 p.m. This is an entrepreneurship program that is supported by business owners, community leaders, entrepreneurs, the University, etc. There are a lot of tax breaks for entrepreneurs who are involved in this program and also benefits property owners. The general public is welcome to attend.

This Saturday, November 9, 2013 SPI will be holding its first ever CASH MOB. This is basically like a FLASH MOB but instead of singing and dancing everyone will bring money in support of a local downtown business. The rules are that everyone has to bring at least \$10.00 and hopefully spend it and meet some friends and have a good time. It will be held at the Post & Lintel from 11:00 a.m. to 1:00 p.m. SPI would like to see everyone submit a name of a downtown business to be the location for next Saturday's CASH MOB. This will be done every Saturday through Christmas.

Downtown Decorating Day is Monday, November 25, 2013. The Christmas Tree Lighting will be held on Tuesday, November 26, 2013 at 6:30 p.m. on the Common's. Tuesday, December 3, 2013 is Late Shopper's Night and Saturday, December 7, 2013 is Santa Fest. Everyone is required to wear a Santa suit and come downtown – there will be bands at every venue.

MSM Bannon informed Council that from June 2014 – August 2014 SPI will be doing a Piano Palooza. There will be 6-8 pianos donated that will be used outside in downtown Selinsgrove. They will be decorated by local artists and will be available to play by anyone, whenever. SPI has already received \$1,203.00 from a grant through the PA Dept. of the Arts and have also applied for a Rudy Gelnett grant.

SPI Thank You letter – Copy provided – Mgr. Williams stated that the 35th Annual Selinsgrove Market Street Festival was a success. There was Borough support from Public Works, the Police Department and the DH&L Fire Company. There is a lot of work that gets done before and after the event.

Mayor Christine stated that SPI asked him to remind Council that on December 31, 2013 Mayor Christine's term will be ending and Council will need to appoint a new representative to Borough Council.

Selinsgrove Chamber of Commerce – Copy provided

Parks & Recreation Commission – Rocky Baer – Mgr. Williams informed Council that there was no meeting during the month of October 2013. They will meet again on Tuesday, November 26, 2013 at 7:00 p.m.

Accept Resignation of Board Member Laurie Kirchner – Copy provided – Mgr. Williams informed Council that there is now a vacancy and there has been a Borough resident that has expressed interest.

Motion made by C/P Charles to accept resignation. Motion seconded by C/P Anderson.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Stacey Richardson – SEDA-COG with energy options – Mgr. Williams stated that she was unable to make the meeting tonight and he can't fill in for her. Mgr. Williams did state that she called the Borough Office within the past 10 days to assist the Borough claim some energy credits that would be in the way of dollars. The new Borough Building has moved to higher energy fluorescent fixtures. The Borough is now using a T5 fixture which is more energy efficient. There is also the Lutron system which controls the lighting in the Borough Building. There are sweeps of the building that occur at 8:15 p.m. and 11:00 p.m., so if someone did leave a light on it would go out.

Ms. Richardson would like to compare the Borough Office's energy usage from last year and two (2) years ago.

Mgr. Williams also stated that SEDA-COG has a pilot program that they have been using in the Borough of New Berlin, Union County. They have grants from the Appalachian Regional Commission that provided funding within the Borough on weatherization for residents of New Berlin. There are only 850 residents in New Berlin. The pilot program lasted for over three (3) years. There was a return rate of 87% of 413 households that responded to the initial energy use survey.

Income qualifying households received free weatherization services. According to the Appalachian Regional Commission, communities could retain more wealth by simply using less energy.

The reason that Selinsgrove was contacted was to see how technical support would come into play and how many man hours would be needed for a program in the Borough. We are much larger than New Berlin. Mgr. Williams would like to see Ms. Richardson come to the December 2, 2013 Council meeting to talk about this further.

Others in Attendance –

Tax Collector Michael B. Bolig – Mr. Bolig stated that tonight Borough Council is going to vote on Ordinance No. 812 to repeal the Per Capita Tax. Council would think that Mr. Bolig would be here beating a drum 110% to keep it, but he can't do that. This tax is a nuisance tax by definition to the collector and the payer.

Mr. Bolig stated this tax was started in 1946 and is still bouncing around. The worst thing about not collecting this tax will be the 100's of phone calls received from residents wondering why their tax bill is only \$4.90. Mr. Bolig asked if an official request has been given to the County by the Borough to ask them to consider stopping the collection of this tax. Sol. Cravitz stated that it was brought up at a County meeting in October 2013 and the answer was no, they are going to keep it.

Mr. Bolig stated that the only way that the County might consider getting rid of this tax in 2015 is if two (2) or three (3) more Townships or Boroughs decided to get rid of this tax also. At that point it would be a very difficult task to get the Per Capita tax back.

COMMITTEE / COMMISSION / BOARD REPORTS:

CIVIL SERVICES COMMISSION – Dalton Savidge, Chairman

Meeting Notes from 9/23/13 and draft notes from 10/21/13 – Copy provided

Recommendation of Eligibility List/Offer on Conditional Employment - Mgr. Williams stated that on Monday, October 21, 2013 the Commission did a review and based upon the recommendation of the Chief of Police they have established an eligibility list. Out of the applicants that tested for the position, Council has received in numerical order the list of names – listed from the top is candidate #1 to the lowest candidate #11.

Mgr. Williams stated that he is sure that the Chairman, Dalton Savidge, dotted all his I's and crossed all his T's for the process. Chief Tom Garlock can make his recommendation at this time to Council.

Chief Garlock stated that he would like to recommend Candidate #1 and Candidate #2 to be conditionally offered a position by the Borough for the Selinsgrove Police Department.

Motion made by C/P Viker that the recommendation be adopted by Council with the approval of the psychological and physical/medical exams which are mandated by the State. Motion seconded by C/P Hendricks.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

FINANCE & BUDGET COMMITTEE – Dottie Anderson, Chairwoman

Payment and Ratification of Bills

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Statewide Tax Recovery, Inc. – Exoneration Request – Mgr. Williams informed Council that there is one (1). Joshua Bell for the years 2011 – 2012 for \$5.50 for each year. Mr. Bell was active military. Mr. Bell gave copies of documentation that shows he was not a resident of Pennsylvania but serving active duty in the States of Maryland and California during this time period.

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Adopt Resolution 2013-21 waiving non-uniformed employee pension contributions for 2014 – Copy provided

Motion made by C/P Anderson to adopt Resolution 2013-21. Motion seconded by C/P Hendricks.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Authorize Borough Council President, Borough Manager/Secretary and Borough Treasurer as signatures on checking account at Susquehanna Bank for the Decorative Street Lighting Project

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Authorize Solicitor Cravitz to prepare borrowing documentation with DCED for Borough Building Project

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Gelnett Trust Request in the amount of \$1,500.00 for the Emergency Services Banquet to be held on Saturday, December 7, 2013 – Copy provided

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

PUBLIC FACILITIES & SERVICES COMMITTEE – Shane Hendricks, Chairman

Award Contract to TRA Electric, Inc. for the Mill Street Traffic Signal Project – Copy provided – C/P Anderson informed Council that the bid from TRA Electric was for the amount of \$87,003.39 and the Borough had budgeted for \$88,000.00. The scope of the project increased due to the addition of pedestrian buttons mandated by PennDOT. Additional bids were actively solicited, but TRA was the only bidder.

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Pres. Farrell asked how much the pedestrian buttons cost. Mgr. Williams answered he is not sure but that it is still under budget. C/P Hendricks asked when Mgr. Williams thought this would be done and Mgr. Williams replied most likely in the spring. The lead time on the galvanized poles takes months.

C/P Hendricks stated that the Committee did meet twice during the month of October 2013 with the Borough Engineer, Borough Manager, Borough Treasurer, Street Superintendent and the Water Department to discuss next year's infrastructure projects.

C/P Anderson reminded Council members to start reading their budget request packets in preparation for the budget work session.

BOROUGH ADMINISTRATION / PROPERTY AND EQUIPMENT – Pete Carroll, Chairman – V/P

Carroll asked if Mgr. Williams would contact Susquehanna University about the start time of some of their work in the morning, it is disturbing some of the neighbors. The work at times starts at 6:00 a.m. Mgr. Williams stated he would make a contact.

COMMUNITY ACTIVITIES AND PUBLIC AFFAIRS – Richard P. Mease, Chairman – No report

PERSONNEL MANAGEMENT COMMITTEE – Tim Charles, Sr., Chairman – C/P Charles stated that the Committee was looking at the non-uniformed employee's group life insurance for \$5,000.00. The Police contract is for \$25,000.00. The Committee wanted to check and see what it would cost for \$25,000.00 of life insurance for the non-uniformed employees. C/P Charles stated that \$25,000.00 in life insurance is a little less than what the Borough pays for \$5,000.00 in life insurance.

The insurance company called and advised the Borough the quote and wanted to know when the Borough wanted to start it.

Motion made by C/P Charles for the Borough to call the insurance company and initiate the process since there is no additional cost. Motion seconded by C/P Viker.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

PUBLIC SAFETY COMMITTEE – Erik Viker, Chairman – No report

PLANNING COMMISSION – Earl Moyer, Chairman – No report

ZONING HEARING BOARD – Cyril Runkle, Chairman – Mgr. Williams informed Council that there will be a meeting this Thursday, November 7, 2013 at 7:00 p.m. The hearing deals with a special exception – there is an owner of a property located on South Front Street that would like to establish a home occupation.

Sol. Cravitz stated there was a discussion with Judge Hudock in the middle of October 2013 and there will be argument presented on the tree house issue coming up most likely in early December 2013.

SHADE TREE COMMISSION – Bo and Joan Fasold – Mgr. Williams stated Mr. & Mrs. Fasold are working on making the delivery of trees around the middle of November 2013. They will be looking for volunteers. The trees are to be picked up around November 14, 2013.

C/P Viker stated that the Shade Tree Commission is so viable and he has never seen any group as active as the people that are on the Commission right now. The Borough is very fortunate to have this particular group of volunteers.

BOROUGH ADMINISTRATIVE REPORTS:

MAYOR – Sean Christine

Presentation of the Police Report for September 2013 – Copy provided – Mayor Christine stated there are no anomalies. Under number three (3) Calls for Police Services he stated that 40% of the calls for service for the month of September 2013 were for either Susquehanna University, Selinsgrove Schools or off campus housing.

As Council is aware regarding noise – this continues to be an issue for off campus housing. Most recently there appeared to have been a drug raid (no issue with campus housing). There is a lot of activity that has been going on.

Mayor Christine would like to thank Council for the Gelnett Trust money to be used for the Emergency Services Banquet. The Emergency Services personnel have come to appreciate the Borough's show of thanks.

Mayor Christine stated as a final note, he has been working a year now for PMRS and that he has heard a lot of good things about the Borough's Treasurer. In the almost 1,000 municipalities that the Pennsylvania Municipal Retirement System manages, when Mayor Christine came to the agency they said, "Oh, Sheri Badman, we know her, she does a great job!" He wanted to pass this on and from what he knows of the plan on the municipal level, it is well funded and financially healthy, due in large part to Treasurer Badman.

BOROUGH SOLICITOR – Robert Cravitz, Esq.

Adopt Ordinance No. 811A Vacating a Portion of Union Alley – Copy provided – Sol. Cravitz stated there was a glitch in the advertising of this particular Ordinance. It should have been run twice and it was only run once. The Borough will repeal Ordinance 811. There will be no action tonight.

Adopt Ordinance No. 812 Repealing the Per Capita Tax – Copy provided – Sol. Cravitz stated this will take effect at the end of 2013. Tax will still be collected through 2013 and starting in 2014 there will be no more Per Capita Tax in Selinsgrove.

Motion made by C/P Viker to adopt Ordinance No. 812. Motion seconded by C/P Hendricks.

**AYES: FOUR (4) NAYS: THREE – V/P Carroll, Pres. Farrell and C/P Charles
MOTION CARRIED**

C/P Charles stated that he hears everyone saying this is such a nuisance. The General Fund is going to have somewhere around a \$500,000.00 to \$550,000.00 obligation to pay for the Borough Building. Council has been told that \$5,500.00 is all that the Borough gets out of this tax. If we look over the next twenty years, \$5,500.00 is \$115,000.00 that the Borough could earmark to pay for the Borough Building. It comes out to the equivalent of people paying \$.10 per week. This is something to really be proud of. We are going to give the people \$.10 a week and then turn around and possibly raise property taxes to pay for the Borough Building. So C/P Charles would ask that if Council doesn't like this tax then let's earmark it to pay for the principal on the building or for the General Funds obligation of the Borough Building. C/P Charles asks that some Council members reconsider their previous vote.

C/P Viker stated that he speaks in favor of the Ordinance in large part because of the trust that he has in the Borough Treasurer who tells Council that the Borough doesn't need this tax to manage the affairs for the people of Selinsgrove. If the Borough needs to pay this bill off, we could use money that is in the bank. There is no risk in making this unnecessary tax go away.

V/P Carroll stated he is not in favor of this. The Borough is heading into the budget process and he would like to see the dollars and cents that are going to make or break the Borough. V/P Carroll does understand C/P Viker's point of view and again V/P Carroll voted against it and he will do so again tonight. He feels that the Borough should put it off until another time so it can be looked at more in depth as the Borough looks into the budget.

C/P Charles asked if the Borough has \$500,000.00 in the General Fund to pay this. Treas. Badman replied no. C/P Charles asked so if we use Water and Sewer Fund money to pay for the construction loan – the General Fund still has to pay the money back doesn't it? Treas. Badman stated yes. C/P Charles stated so \$20 million dollars in the Water and Sewer Fund but the General Fund is going to have to pay somewhere between \$500,000.00 and \$550,000.00. Treas. Badman replied correct.

C/P Hendricks stated that the Borough historically collects between 81% and 82% of this tax. It is not fair to the 81% in town who pay it. There is no mechanism in place to collect it from people who choose not to pay it.

David Faust – Letter of Support for Repealing Tax – Copy provided

Weis Markets – Sol. Cravitz stated this completes the plan approval process. Since these agreements have already been signed by Weis Markets Sol. Cravitz would like Council to authorize their President and Secretary to sign these agreements on behalf of the Borough.

The Maintenance Agreement is part of the project cost ascertaining any storm water and other improvements with regard to the project with the new store. This completes the final chapter of Weis Markets development.

Approve Construction Agreement – Copy provided

Approve Maintenance Agreement – Copy provided

Motion made by C/P Viker to authorize this agreement to be signed by the President and Secretary. Motion seconded by C/P Anderson.

AYES: SIX (6)

NAYS: ONE (1) – C/P Charles

MOTION CARRIED

C/P Charles requested C/P Viker to consider separate motions on each document. The original motion stood. C/P Charles stated he could only support the Maintenance Agreement and therefore casted a nay vote.

BOROUGH ENGINEER

Update on pending projects – Coukart & Associates, Inc. – Copy provided – Mgr. Williams reported that the 2013 Utility Program is being reviewed for the final payment application and the same is true for the 2013 Street Program.

The Isle of Que Boat Launch had the final inspection done and was approved on Thursday, October 31, 2013. The boat launch is officially open to the public. There will be a photo opportunity on Thursday, November 7, 2013.

Final closeout of the curb ramps & sidewalks project is being addressed.

The drawings for the streetscape has commenced (these are known as the ornamental streetlamps).

The Weis Markets Development has monitoring being done. Engineer Coukart has been attending the weekly job conferences and trying to address any Borough related issues or professional engineering issues related to the project.

The bid has been awarded this evening for the traffic signal at Mill and Market Streets.

Mgr. Williams stated that Engineer Coukart is working with the Public Facilities Committee on the development of the 2014 capital improvements.

Update on pending projects – Larson Design Group – Mgr. Williams informed Council that there were issues with the reservoir coating/paint on the concrete walls and this is still in progress. There are discussions that are still taking place and meeting with the company that was the successful bidder – Atlantic Lining. Because of the onset of cold temperatures the final resolution might not occur until the spring of 2014.

BOROUGH TREASURER – Sharon M. Badman

Approve Treasurer's Report for Month of October 2013 – Copy provided

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Reminder of Upcoming Meetings:

Wednesday, November 13, 2013 at 1 p.m. in Borough Office – Finance and Budget Committee review of 2014 Budget.

Monday, November 18, 2013 at 6:30 p.m. – Council 2014 Budget Work Session

BOROUGH MANAGER / SECRETARY – Paul A. Williams

Manager's Monthly Activity Report – Copy provided – Mgr. Williams stated the Public Works Department has completed street sweeping for the year in October and have done brush pickup. They have been busy doing leaf vacuuming.

A water boil advisory had to be addressed and was corrected in two (2) days. A contractor working in the 700 block of Broad Street accidentally hit the water line. The Borough complied with DEP and laboratory analysis and communicated with the affected residences.

On Thursday, October 31, 2013 the Borough issued the final payment for the building to Palmer Construction. This the end of a chapter. The Borough has asked for special counsel Mike Finio to make sure that any outstanding documentation filed in the County of Bedford be withdrawn.

There is a photo opportunity at the boat launch this Thursday, November 7, 2013 at 10:30 a.m. for anyone that can make it. Throughout this project Mgr. Williams had reason to call for some aid through the State Representative and a Senators office. Senator Gordner took the lead for the Borough. They have been invited for the photo. The PA Fish and Boat Commission has been invited, Ross Charles, Engineer John Coukart and whoever can make it from Council – Mgr. Williams would like to see the Mayor attend.

There was an update from Natasha Horton from the Cohen Law Group and that they have remitted the Cable Franchise Renewal Agreement for Service Electric Cablevision. At Council's December meeting the Borough is going to open up for the public's benefit to have a hearing to see what concerns there might be in the use of the public right of way, payment and franchise fees, programming services, customer service or anything else that might be an issue as the Borough continues to work toward renewing this agreement that expires in April of 2014.

Mgr. Williams also informed Council that he received a thank you from Eagle Scout Cameron Colyer who was involved with overseeing the stenciling project of the stormwater drains that are located on Water Street, Pine Street and the Isle of Que reminding people about what they are putting down the inlet because it does flow into the river.

Authorize the Borough Council President and Borough Manager as signatures on PennDOT Agreement for electronic access to PennDOT systems – Copy provided – Mgr. Williams stated that PennDOT uses many acronyms as Council might know and ECMS (which is the Electronic Payment Program for the ornamental streetlight reimbursement) as well as the Borough needs to file the engineered plans electronically in order to facilitate the process.

Mgr. Williams has taken steps already to do the electronic phase, but this is something that is required to be in written form with original signatures and sent in to the Department.

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Adopt Resolution 2013-22 regarding Policy and Procedure for Consultant Selection for the Decorative Street Light Project – Copy provided – Mgr. Williams informed Council that this is for construction inspection. The Borough will be reimbursed by the Federal Government for these services. This is a fair and honest way of doing this. The Borough can't avoid it and there are strings attached to using Federal monies. The Borough will be using Engineer Coukart in the design phase – remember the design phase is being paid by the \$65,000.00 that was made available by our local Chamber of Commerce. The Borough may have to add as much as \$17,000.00 to that as an estimate to do the design phase. The reimbursement will actually be for the capital improvement – the cost of the light fixtures, the installation and finally the construction, observation and inspection.

Motion made by C/P Charles to adopt this resolution in accordance with PennDOT requirements. Motion seconded by C/P Anderson.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

ZONING – Janet Powers, Deputy Zoning and Permit Officer

Update of ZONING, SIGN & DEMOLITION PERMITS ISSUED & REAL ESTATE TRANSFERS – Copy provided

SELINGSGROVE MUNICIPAL AUTHORITY – Donald Bottiger, Chairman – No report

EASTERN SNYDER COUNTY REGIONAL AUTHORITY – George Kinney

Monthly Minutes – Copy provided

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

Recess to Executive Session to discuss pending litigation at 8:00 p.m.

Meeting reconvened at 8:55 p.m. with no action taken.

Recess meeting to Monday, November 18, 2013 at 6:30 p.m. for the Budget Work Session.

ADJOURNMENT:

Meeting adjourned at 8:56 p.m.

Attachments: None

Respectfully submitted by

Chele' Weaver
Recording Secretary