

SELINGSGROVE BOROUGH COUNCIL MEETING

TUESDAY, SEPTEMBER 1, 2015 - 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

OTHERS PRESENT: Borough Manager/Secretary Paul Williams; Solicitor Matt 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; Derck & Edson Jennifer Lee; Susquehanna University Mike Coyne, Chris Bailey and Rick Rebeck; Saul Ewing Mike Finio; Selinsgrove Chamber of Commerce Jess Newell; WKOK Radio Matt Catrillo; Borough Residents Sean Christine, Buffy Ramer, J. Thomas Walker and Rocky Baer.

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 August 3, 2015

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/DH&L Ambulance League

Gary Griner reported that for the month of August 2015 there were 30 alarms and they are as follows: Six (6) automatic alarms; one (1) motor vehicle accident with extrication; one (1) gas leak; two (2) miscellaneous fires; five (5) medical assists; six (6) motor vehicle accidents without extrication; one (1) power lines down; one (1) training; one (1) rescue call; three (3) structure fires; two (2) trees down and one (1) traffic control.

Incidents by Township are as follows: One (1) in Center Township; seven (7) in Monroe Township; seven (7) in Penn Township; eleven (11) in Selinsgrove Borough; two (2) in Shamokin Dam Borough; one (1) in the City of Sunbury and one (1) in Washington Township.

Mr. Griner stated that the fire lose for Penn Township was \$500.00. The staff count was 201 for a grand total of 353.29 man hours.

Mayor Reed would like to thank Mr. Griner and the DH&L Fire Company for their help on Saturday, August 22, 2015 for Amanda Swazey Day.

Selinsgrove Projects, Inc.

Board Meeting Minutes – Copy Provided

Mgr. Williams stated there was a pre-planning meeting held in the Keystone Room earlier this evening pertaining to the Market Street Festival. The Market Street Festival will be held on Saturday, September 26, 2015. The committee will meet two (2) more times before the festival.

C/P Hendricks stated that on the Strategic Planning Meeting minutes it was noted about suggested stakeholders. C/P Hendricks would like to know if there really is a Landlords Association in Selinsgrove.

Mgr. Williams stated he does not feel that there is an association, but that they are trying to include all stakeholders involved in this strategic plan.

Executive Highlights – Copy Provided

Selinsgrove Chamber of Commerce

Meeting Minutes – Copy Provided

SARI (Pool) – Richard Mease

C/P Mease stated he would like to report on the pump situation at the pool. Mayor Reed and C/P Mease met with an organization out of Winfield, PA. This organization came to the pool and checked out the pumps because of a lighting strike in July 2015. The fuses kept blowing out and SARI was not able to run the features pump for some time. This is an ongoing process, but SARI is narrowing down the problem. They do not believe the problem is within the pumps themselves. They feel that it is in the electric line that is running down to the pumps. It may be grounding out as a result of the lighting strike.

SARI has contacted their insurance company and if this is the case, they should be covered to a certain point to have this rectified. The pumps will be removed and sent in to be serviced and rebuilt to be sure that there isn't anything wrong internally. C/P Mease stated that this will be done over the winter. The pumps will be ready for the summer of 2016.

C/P Rudnitsky stated that every project needs a champion and C/P Mease has been the champion for the pool this year. C/P Mease's time is greatly appreciated. C/P Mease stated that every Board member deserves that credit.

V/P Carroll stated he has been receiving phone calls about the pool having a doggie dip like other municipalities. C/P Mease stated that they are looking into possibly holding one (1) next summer at the end of the season.

Parks & Recreation Commission – Megan Will – No Report

COMMITTEE / COMMISSION / BOARD REPORTS

PLANNING COMMISSION – Earl Moyer, Chairman

Meeting Minutes – Copy Provided

Adopt Resolution 2015-07 Preliminary/Final Land Development for SU Admissions Bldg. – Copy Provided

Jennifer Lee from Derck & Edson took the floor. She stated that this is a fairly straight forward project for Susquehanna University (S.U.). This project includes a new Admissions Building that will be located right across the existing parking lot from the current Admissions Building. Council may have seen the deconstruction and storage of the green sorority house that once stood on this site. The building that is proposed is a two (2) story, pitched roof building that is just under 15,000 gross square feet. It does have a front porch proposed, as well as a walk out basement because the grade falls back towards the existing parking lot.

The other main point to the project is the existing Communications Building. It is a brick residential scale structure that is further west on University Avenue. This will also be taken down as part of the project. The intent is for the employees who currently work in the Admissions Building will move into the new building and the employees in the Communications Building will move into the old Admissions Building. The new Admissions Building is necessary to provide the adequate space that the University needs to welcome respective students and their parents. There will be a new conference room as well as a "living

room” that will be used to greet the parents and their students. It will be very welcoming and have a bit more “elbow” room as they come in to greet the Admissions Counselors.

The site work with this project is fairly minimal. There will be a new front sidewalk right off the existing University Avenue sidewalk. Another new sidewalk will connect into the network of walks that takes students, faculty/staff and visitors throughout campus.

Storm water for this project is being handled in the rain garden to the rear of the building. This is a very shallow, spread out area that will be vegetative with special plant material that will handle the water that is collected off the roof of the building.

Ms. Lee stated that some parking is being proposed as part of the project. In the existing paved area that is behind the old Coal Plant (S.U. has converted over to natural gas) they are going to stripe it for parking. More parking has been added than is actually required for this project.

S.U. has gone back and forth in conversation with Engineer Coukart and his office in review. S.U. is asking for two (2) waivers – one (1) for sheet size and the other for plan scale. This is keeping with industry standards for the sheet size but also for the scale. The ordinance requires 50 scale or 100 scale. S.U. is actually showing it at 20 scale so things a little bit more legible.

The remaining four (4) storm water comments in Engineer Coukart’s letter will be addressed by S.U. as part of their final documents that get submitted for recording.

Ms. Lee stated S.U. is here tonight asking for preliminary and final land development combined. There are no phases to this project.

Motion made by C/P Rudnitsky to adopt Resolution 2015-07. Motion seconded by C/P Charles.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Mgr. Williams stated that what Council is approving tonight is a plan that totally complies with Zoning and SALDO. This Resolution is structured in the fashion that it is with the letters A-G as conditions. S.U.’s Counsel Mike Finio has also seen and reviewed the Resolution. It has been determined by Mr. Finio that this is acceptable.

S.U. has also been before the Zoning/Hearing Board and was granted a variance because of the pitched roof. The roof is going to be greater than the 40 feet maximum height permitted from the mean or average grade around the building. The last item to be addressed is the vacation of the alley way and this is also an acceptable condition of the applicant.

BOROUGH SOLICITOR – Matt Cravitz

Authorize Vacating of West Blackberry Alley west of 50 Susquehanna Avenue to terminus at the request of Susquehanna University – Copy Provided

Mgr. Williams stated this is a cleanup item and S.U. has done a number of projects that fronted on this alley that perhaps at one (1) time served a purpose. This alley has basically been consumed by the campus and may be used as a combination parking lot and traffic way, etc. This will give some legal status to the abandonment of this alley that is no longer serving the public purpose.

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

FINANCE & BUDGET COMMITTEE – Tim Charles, Chairman

Payment and Ratification of Bills

Motion made by C/P Charles to approve the bills as reviewed. Motion seconded by C/P Rudnitsky.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Statewide Tax Recovery, Inc. – Exoneration Requests

Treas. Badman stated there are two (2) and they are as follows: Yohanny Garcia for non-residence for 2009 and 2010 and Robert Reichner for non-residence for 2014. All the documentation was provided to Statewide.

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Acknowledge Receipts of 2016 MMO – Copy Provided

Borough Council acknowledged receipt of the Minimum Municipal Obligation for Police and Non-Uniform Pension Plans.

2016 Budget Requests – Copy Provided

The tentative timeline for advertisement and adoption of the 2016 budget was included with letters of request.

Authorize Request for Proposals for Auditor – Copy Provided

C/P Charles stated that this is for the Borough of Selinsgrove and the Selinsgrove Municipal Authority and is done every three (3) years.

Motion made by C/P Charles to approve this request for proposals. Motion seconded C/P Rudnitsky.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Authorize Signatures for 2014 CDBG Funds \$94,965.00 (Previously Provided)

C/P Charles stated this is authorizing Pres. Farrell and Mgr. Williams to sign for the 2014 CDBG grants.

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

C/P Hendricks informed Council that the Committee will be meeting on either Thursday, September 17th or Wednesday, September 30, 2015. This will be a daytime meeting at either 9:00 a.m. or 1:00 p.m. These times have been chosen so employees in the Borough Office and the Public Works Department are not coming in on overtime. The meeting dates will depend on the availability of Engineer Coukart.

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

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

Approve Banner Placement for SU “Homecoming Reunion Weekend” – Copy Provided

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

C/P Rudnitsky did state that this is the time of year that the evaluation of the Borough Manager takes place. The evaluations are being gathered and there are two (2) more needing to be received.

The Committee is negotiating with the Police Association and several meetings have been held. The next meeting will take place tomorrow – Wednesday, September 2, 2015.

C/P Viker stated he would like to make a comment about where the Borough is as far as how we compensate law enforcement. Council is feeling comfortable as a group that the Borough is above average. The environment is shifting as far as how law enforcement is compensated. C/P Viker would like to caution Council and this Committee specifically that if we are not careful, what we will do is not be able to retain or attract the best possible law enforcement officers. C/P Viker suggests that Council not be penny wise and pound foolish. What we don't want to happen in Selinsgrove is that we become one (1) of those communities where the only police we can hire are the ones that no one else wants. We want to set the stage for the best law enforcement officers that we can afford as the Committee works through this.

PUBLIC SAFETY COMMITTEE – Erik Viker, Chairman – No Report

ZONING HEARING BOARD – Cyril Runkle, Chairman

September 3, 2015 – Leann Mischel – 310 N. High Street (variance re: building lot) – Copy Provided

September 3, 2015 – Horvath Communications, 30 Linda Lane (monopole) (variance re: setbacks) – Copy Provided

C/P Hendricks stated that no action needs to be taken because this is information only. Mgr. Williams stated that unless Borough Council decides that it wants to take a position, Council can remain absolutely neutral or Council can decide that they might like to support either or both of the variances or Council can direct the Solicitor to attend and oppose. It can be informational and it is also an opportunity for Council to take a position if you desire to.

C/P Rudnitsky stated that the School Board (which is the next door neighbor to the Horvath project) decided not to take any action/position.

C/P Mease stated he met with the School Board in the spring of 2015 about the placement of the monopole and they gave no negative responses. The Borough gave no negative responses. There is a little bit of flak from a few people. C/P Mease stated to set a few numbers straight - it will increase revenues by 17% every year with a lease of 29 years. It will give Selinsgrove Area Recreation, Inc. (SARI) everything that they are looking for.

There have been remarks made about decreasing property value. There is really no study that proves this is true. C/P Mease stated that there is no study that proves that it gives off any health concerns. SARI met several times at the pool over the winter of 2015 looking for the correct placement of the pole. The proposed placement of the pole is right up against the tree line at the top of the hill where it is out of everybody's sight path. If you are looking over Selinsgrove and the Susquehanna Valley, you will not be looking at it. The pole will be 50 feet off of school property and over 300 feet off of the nearest private property.

C/P Mease stated that the variance being asked for is to put the 20x50 containment area within 10 feet of school property – which is not the pole, it is the fence that the small building is going to sit in and the pole will be beside this. If people are community minded, they will realize that an average of 150 people a day attend the swimming pool – they are open 65-70 days a year which averages 10,000 people who come through the doors every summer. You combine this over a 29 year period and we are talking 290,000 people who are going to benefit.

CIVIL SERVICE COMMISSION – Dalton Savidge, Chairman

Mgr. Williams stated that the Commission is planning on meeting the week of September 14, 2015. There are strides being made towards confirming the status of the Eligibility List.

SHADE TREE COMMISSION – Bo and Joan Fasold – Copy Provided

Mgr. Williams stated the Shade Tree Commission has been working on some tree removal in the downtown Central Business District. The tree has been taken down in front of the barber shop at the corner of Pine and Market Streets because it was most likely impacted by the Emerald Borer.

The flowering cherry trees at Pump House Park have something going on with them. They are not as vibrant as they used to be. Arborist Bernard Dincher from Williamsport, PA has been scheduled to come on Friday, September 4, 2015 between 3:00 - 4:00 p.m. and take a look and provide some recommendations for the Shade Tree Commission to consider.

BOROUGH ADMINISTRATIVE REPORTS

MAYOR – Jeff Reed

Presentation of the Police Reports for July 2015 – Copy Provided

Authorize Police Department Insert for September Newsletter – Copy Provided

Mayor Reed stated this insert includes safety tips for Halloween and general residential safety based on events that took place earlier this year. Included on the back page is a notice for another public engagement meeting to be held in the Community Room at the Selinsgrove Borough Building on Wednesday, December 9, 2015 at 7:00 p.m.

Motion made by C/P Viker to approve the insert for the September newsletter. Motion seconded by C/P Charles.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Mayor Reed would like to thank Chief Garlock for his efforts in doing the newsletter insert.

Request for Hiring of Part-Time Police Officer – Copy Provided

Motion made by C/P Viker to grant Chief Garlock's request for the hiring of David Paul Shaffer as a part-time patrolman. Motion seconded by C/P Mease.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Mgr. Williams stated that in addition to the motion that was passed for the hiring of the part-time police officer, Council should also establish what his rate of compensation is.

Mgr. Williams does have some information to share with Council. The last time the Borough hired a part-time police officer they hired Francis Petrovich – this was before he became full-time. His wage when he first started was substantially less than the allowed 90% of the patrolman that is closest to him – not the

senior patrolman however. The part-timers salary will not exceed the salary of the lowest paid officer. During his tenure as part-time, Officer Petrovich received an adjustment. This adjustment was increased to \$16.00/hour. In looking at the new starting salary that was just offered to the newest officer – Adam Romig – his starting salary is \$44,000.00. Ninety percent of his salary would be \$19.04/hour. Council has some leeway – the last officer was started at \$16.00/hour and Council could go as high as \$19.00/hour and be in accordance with their contract. Mgr. Williams stated that Officer Shaffer does have five (5) years of experience serving presently in the Middleburg Borough.

Motion made by C/P Viker to authorize \$19.00/hour for the new hire. Motion seconded by C/P Rudnitsky.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

BOROUGH ENGINEER

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

Mgr. Williams stated that the Downtown Streetscape Lighting – Phase III has PennDOT working out some in-house issues prior to rebidding the project.

2015 Street Program/2015 Curb Ramp Project – Final inspections were held on Tuesday, August 4, 2015 and final payment applications have been submitted.

The 2015 Public Works Project on Spruce Street is underway. This project will provide some relief from the drainage issue that the Borough has experienced on Broad Street by making improvements to the storm water conveyance system. This is taking place between Orange Street and Troutman Meats along Weiser Run.

Engineer Coukart performed construction observations at Northumberland National Bank and the Selinsgrove Area Middle School. The orifice plate remains to be completed at both sites.

Engineer Coukart was also involved in the review of the Admissions Building at S.U.

Update on pending projects – Larson Design Group – Copy Provided

Mgr. Williams stated that last month Council had a partial recommendation to accept seven (7) recommendations from the Larson Design Group subject to receiving cost estimates for implementation of two (2). Mr. Zeigler is going to be working towards providing this to Council for their Monday, October 5, 2015 meeting. These are some of the same recommendations from the earlier report. This all deals with Larson Design Group being the special Engineer for the Borough's high strength waste issue.

Update on HMGP Elevation Grant – Copy Provided

Approve Request for Additional Grant Funds for Elevation Project

Mgr. Williams stated that the Borough learned that the Engineer was going to be suggesting an increase and a request to PEMA and therefore FEMA (the chain of command) for some additional funding. Based upon the preliminary cost estimates that were done in-house, the professional Engineer feels as though it is going to take more money to actually accomplish the task. The Borough did receive an estimate in cost to elevate the one (1) structure from \$100,000.00 to about \$105,000.00.

Mgr. Williams stated that the other one (1) is more substantial – the other one (1) increases from \$158,000.00 to \$232,000.00. One (1) is really a minor increase and the other one (1) is more substantial.

Pres. Farrell asked what happens if PEMA kicks this back and says no. Mgr. Williams stated that someone else would have to pick up the short fall – most likely the property owner. C/P Charles asked if

this in any way can come back on the Borough. Mgr. Williams replied no. Treas. Badman stated that the Borough's agreement says that any expenditure over the grant, the homeowner will cover.

Mgr. Williams stated that Council will be considering a motion that would approve a request for additional grant funding for the elevation project for two (2) homes.

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

BOROUGH TREASURER – Sharon M. Badman

Approve Treasurer's Report for Month of July 2015 – Copy Provided

Motion made by C/P Viker to accept the report as presented. Motion seconded by C/P Hendricks.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Approve September 2015 Newsletter – Copy Provided

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Approve \$elinsgrove \$aves Insert to Newsletter – Copy Provided

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Mgr. Williams stated that there is an important date to remember and it is Thursday, September 24, 2015 at 8:00 a.m. in the Community Rooms. This would target people in the manufacturing and industrial businesses along with not-for-profit organizations like the Borough's places of worship. Mgr. Williams stated that there will be a general session followed by three (3) individual breakout sessions. This meeting will provide information for these groups to reduce their energy costs/consumption.

BOROUGH MANAGER / SECRETARY – Paul A. Williams

Manager's Monthly Activity Report – Copy Provided

Mgr. Williams went over some highlights and they are as follows:

Thursday, August 6, 2015 – Mgr. Williams, PnR Coordinator Jess Runkle, Wes Fahringer from DCNR and intern Shawn Park met to talk about the pre-application process for the Environmental Center on the Isle of Que. Mr. Fahringer discussed a strategy for the path of least resistance with some suggestions that included the Borough working with the Susquehanna Greenway Association for some peer-to-peer grant monies. The Borough's required match may be \$1,000.00 for \$10,000.00 in professional services to conduct a feasibility study and facilitate public meetings. The Borough is attempting to have a meeting with the Director of the Susquehanna Greenway Association and to try and facilitate this.

Monday, August 17, 2015 – Mgr. Williams stated there was a conflict in what the Borough's historic maps show for infrastructure, location and the sizes of water lines. The Borough was led to believe that there was an abandoned water line at the intersection of Broad and Spruce Streets. This actually ended up to be a live water line and in fact should have remained connected – and was reconnected. The first and second floors of the High School were without water for several hours.

Wednesday, August 19, 2015 – Mgr. Williams stated that G&R Charles was continuing to restore the roadway trenches. School did open on this day and school buses were transporting children. The task was accomplished safely – all buses were able to exit safely onto Broad and Spruce Streets.

Thursday, August 20, 2015 – Mgr. Williams was able to attend the ribbon cutting ceremony at the new Cole's Hardware on Broad Street.

Friday, August 21, 2015 – Treas. Badman, Director of Public Works Corby Bowersox and Mgr. Williams spent some time marking and identifying sidewalk and curbing that needs to be replaced along Broad Street. If in the event that Public Facilities does approve Broad Street to be a Public Works Street Project next year, the Borough is trying to give advance notice to the residents along this stretch of Broad Street between Pine and West Penn Streets. This will inform residents that there is a project that is imminent and will give them sufficient time to plan/budget or hire their own independent contractor. They may be able to replace the curb/sidewalk at a lesser cost than what they may find from the Borough's public bidding process next year.

ZONING – Jessie Runkle, Deputy Zoning and Permit Officer

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

Letter from Central Keystone Council of Governments (CK COG) – Copy Provided

Mgr. Williams stated that he would like Council to acknowledge that Tom Sauers, the former Executive Director of CK COG, retired in February 2015. Since that time CK COG has been using a team management approach. CK COG has hired Chad Smith – he is leaving the Borough Manager position in Lewisburg, PA. This will take effect on Monday, September 14, 2015.

Treas. Badman stated that the Annual Membership Meeting will be held on Thursday, October 8, 2015. If Council members are planning on attending, they need to respond to CK COG by Friday, October 2, 2015.

PARKS & RECREATION COORDINATOR – Jessie Runkle

Monthly Report – Copy Provided

SELINGROVE MUNICIPAL AUTHORITY – Donald Bottiger, Chairman – No Report

EASTERN SNYDER COUNTY REGIONAL AUTHORITY – Ed Mann

Meeting Minutes – Copy Provided

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

NEW BUSINESS:

OTHERS – Matt Catrillo from WKOK radio wanted to know if Council had any comments on the Horvath Cell Tower. C/P Charles stated that this is a Zoning Hearing Board issue. Mr. Catrillo was encouraged to attend the Zoning Hearing Board meeting on Thursday, September 3, 2015 at 7:00 p.m.

Recess to Executive Session at 8:03 p.m. with a 10 minute break.

Reconvene at 8:58 p.m. – No Action Taken

Authorize Sol. Cravitz to consult, at his discretion, with an Environmental Attorney and prepare a response with answer, new matter and/or counter claim.

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Recess meeting to Monday, September 14, 2015 at 7:00 p.m.

C/P Mease and C/P Hendricks will not be able to attend.

Respectfully submitted by

Chele' Weaver
Recording Secretary