

SELINGROVE BOROUGH COUNCIL MEETING

TUESDAY, SEPTEMBER 4, 2012 - 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 Paul Williams; Solicitor Robert Cravitz; Junior C/P Maggie Lemons; Borough Treasurer/Asst. Manager Sheri Badman; Deputy Zoning Officer Janet Powers; Acting Recording Secretary Chele' Weaver; Daily Item Reporter Marcia Moore; Derck & Edson Assoc. Jennifer Lee; R&L Construction Co. Greg Rhodes; Susquehanna University Chris Bailey, Mike Coyne & Philip Winger; Main St. Managers Tim Musser & Mary Bannon; Pres. Planning Commission Earl Moyer; Greater Susq. Valley Chamber of Commerce Charlie Ross; Parks & Recreation Rocky Baer; Larson Design Group Alan Zeigler; Borough Residents Joseph & Margaret Siro, Jean Conz, Ann Rising, Elaine Herrold, Bob & Linda Derr, Connie Buch, Joe Kleinbauer & Bruce Johnson

OTHERS ABSENT: Mayor S. Christine

CALL MEETING TO ORDER:

Pres. Farrell called the meeting to order at 7:02 P.M. Borough Manager 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 6, 2012:

Motion by C/P Viker to approve the minutes as presented. Seconded by C/P Hendricks.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

PERSONS TO BE HEARD:

DH&L Fire Company – No Report

Selinsgrove Area Recreation, Inc. – No Report

Selinsgrove Projects, Inc. – Tim Musser, Main St. Manager, stated the Market St. Festival will be held on September 22, 2012. They have about 120 vendors and are still accepting applications through Friday, September 7, 2012. He feels they will have about 125-130 vendors till everything is said and done.

“Welcome to the Grove” event was held on August 22, 2012 for incoming freshmen at Susquehanna University. There were an estimated 200 people in attendance (151 officially registered) and between 35 and 40 businesses and organizations participated. They received positive comments on this event.

Selinsgrove Food Tours will begin on Saturday, September 8, 2012 and will be held the 2nd Saturday of the month through November. They are historical tours of the downtown, led by Jake Steifel, who teaches at Selinsgrove Area Intermediate School. They will focus on restaurants that will be providing free samples of their cuisine.

Tim Musser also stated that he will be participating in Leadership Susquehanna Valley. He will be sponsored by Selinsgrove Projects, Inc. Board member, Karl Conrad, will also be attending through his employer, M&T Bank.

The "Rudy Gelnett Summer Music Series" has come to a close. It was very successful. As of this report, the two highest attended bands were Ann Kerstetter and the Cronies and the Blind Chitlin Kahunas.

Pres. Farrell told Tim Musser that he attended "Welcome to the Grove" and said it was very nice. Lots of parents were there that were interested in the downtown. It was nicely done.

Others to be Heard –

Jean Conz of Vine St. – Has concerns about a neighbor that has multiple cats and one (1) dog. The cats come into her yard and make messes. She is concerned as to whether they have their shots. She spoke with C/P Dottie Anderson and it was suggested that she speak to the pet owner first. She saw him and asked him if his animals have their shots and he said yes. About 15 minutes later his dog comes running into her yard, which it normally does not do, (he's a good dog) and messed in her yard. She became very agitated. Mark Wolfberg, one of our police officers, went over to her house and he explained to her about the Ordinance. They do not enforce the cat Ordinance because there is no one to enforce it. If there is a problem with the dog, they enforce it at the Courthouse.

She wants to make sure that they do have their shots. She believes it is a state law for all dogs to have the rabies vaccine. She does not want her dog to pick something up.

C/P Anderson said it was suggested that our Borough Manager send a letter to the owner informing them of our Ordinance about the leash law. She is not aware of a law enforcing rabies shots. Sol. Cravitz stated that would come out of the Animal Control Office for the County. Sol. Cravitz stated that she should indeed inform the Animal Control Officer and they would check and verify this information. Mrs. Conz was in agreement.

It was suggested by V/P Carroll that Mrs. Conz have some follow-up with Borough Mgr. Williams on this issue.

Earl Moyer – Where do we stand on the Boat Ramp? Sol. Cravitz stated right now we are dealing with the Fish & Boat Commission. They have now gotten the Dept. of Environmental Protection involved. We are now involved with two (2) agencies instead of one (1). When you double with the government, you have more time involved. They now have to review everything that has happened over the last two (2) years. This means more red tape unfortunately.

COMMITTEE / COMMISSION / BOARD REPORTS:

FINANCE & BUDGET COMMITTEE: C/P Anderson, Chair

Payment and Ratification of Bills

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

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Statewide Tax Recovery, Inc. - Exoneration Requests – Daniel Suhovsky in the amount of \$5.50. He died on 1/26/07.

Motion by C/P Viker for exoneration of this person. Seconded by C/P Hendricks.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Award SCADA Project Bid – C/P Anderson stated that the Finance Committee recommends that we award this to Martz Technology of Berwick, PA. Their bid was \$155,000.00. This was the low bid.

Motion by C/P Anderson on behalf of the Finance Committee to award the SCADA Systems bid to Martz Technology of Berwick, PA. Seconded by C/P Hendricks.

Sol. Cravitz stated just to make the record clear that Mr. Zeigler called him this morning and informed him that Larson Design Group, through their corporate level, has done work with Martz before, as a sub-consultant. Sol. Cravitz just wanted to let everyone involved know that there is no financial gain one way or the other in regard to Larson.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Consider proposal from Xerox for new copier lease – C/P Anderson stated Gold-N-Copy has given the Borough a proposal for a new Xerox machine once we are in the new building at a proposed cost of \$206.61/month for 60 months. This is actually less money than we have been paying.

Motion by C/P Anderson to accept proposal. Seconded by C/P Viker.

V/P Carroll questioned the 60 months. Borough Mgr. Williams stated we are in the midst of our present lease and it has not yet expired. Sixty months is pretty typical. Better technology less cost. We do not have to move the present copier to the new building. They will deliver the new copier to the new building.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Palmer Construction – C/P Anderson informed everyone that the estimated cost of what needs to be done to get the stairwells project completed was \$26,000.00, and we got it down to \$10,000.00. It doesn't make any sense for us to do anything but to agree to this and move it along in order to get the building done and occupied.

Motion by C/P Anderson, on behalf of the Finance Committee, to expend \$10,000.00 to complete the stairwells. Seconded by C/P Charles.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

2013 Minimum Municipal Obligation (MMO) for the Borough's Uniformed and Non-Uniformed Pension Plans – C/P Anderson stated there is a lengthy memo regarding the Minimum Municipal Obligation (MMO) on the pension plan dated August 28, 2012. Our plan costs for all of our pensions is \$89,280.90. With State Aid plus employee contributions, we would pay \$3,149.00. We are 99% funded in our pension plan, which speaks well for the decisions we have made over the years. Treas. Badman needs to have approval before the end of September and she will not submit this until she hears back from the State to know that the maximum State Aid listed is what it will be. The MMO must be shared with the governing body before the last business day in September.

C/P Viker made motion to accept the MMO contingent upon the Borough Treasurer pulling all the numbers together in an acceptable way. Seconded by C/P Hendricks.

Mgr. Williams stated the motion is contingent upon receipt of the unit value. We have estimated the unit value at this point.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Gelnett Funding – C/P Anderson brought to Council's attention the request for Gelnett Funding in the amount of \$1,000.00 to assist the Mayor in helping with the 2nd Annual Emergency Services Banquet.

Motion by C/P Anderson to approve the request. Seconded by C/P Hendricks.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Best Line Equipment – C/P Anderson stated the Finance Committee received a quote for a Wacker Model Roller. We had budgeted in the 2012 Capital Reserve Equipment Fund an estimated expenditure of \$22,000.00. The lowest bid received is \$23,549.00.

Motion by C/P Anderson to approve the purchase of the roller. Seconded by C/P Hendricks.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

G & R Charles Excavating – C/P Anderson stated that a bid for the paving at the new salt storage shed had a low bid by G & R Charles at \$5,650.00.

Motion by C/P Anderson to approve bid for paving. Seconded by C/P Hendricks.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Bill's Electronics – C/P Anderson stated this was budgeted for \$5,000.00 in 2012. This is the required upgrade for taking radio frequency from Broad Band to Narrow Band. The bid from Bill's Electronics is \$3,464.50. We are under budget.

Motion by C/P Anderson to approve bid for radio upgrades. Seconded by C/P Viker.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

C/P Viker stated that he understands we are moving into the budget proceedings for 2013. He found it compelling that yet another citizen approached him asking if we would consider pouring a sidewalk on the north side of Sassafras St. that leads into Anthony-Selin Park and would include a cross walk. This would make it pedestrian friendly for people walking from the downtown to the park. Many people use this area to get to the dog park, Anthony-Selin, etc., but people hesitate to go that way because of the sidewalk issue. The time has come for this to be addressed.

PUBLIC FACILITIES & SERVICES COMMITTEE: C/P Hendricks, Chair – Comments by the Engineer on the salt storage shed and the Engineers report state that this project is moving forward.

The SCADA System was awarded. The reservoir project is progressing. We are in the fabrication phase.

A meeting has been setup for Friday, September 28, 2012 at 10 a.m. in the Borough Office to include the Water Dept., Public Works, Treas. Badman, Mgr. Williams, the Committee and John Coukart to start working on next years projects.

BOROUGH ADMINISTRATION / PROPERTY AND EQUIPMENT: C/P Carroll, Chair

Report on Selinsgrove Municipal Building and Community Center Library Renovation and Expansion Project – C/P Carroll informed everyone that we should be wrapping up our meetings and hopefully wrapping up the building shortly. The outside concrete has been poured. We still have meetings every other Thursday. Hoping to get the asphalt started this week (9/4/12). We are hoping for occupancy by the end of the month. The first Council meeting will most likely be held in November in the new Council Chambers.

Borough resident Margaret Siro wanted Pres. Farrell to elaborate on the documentation from Palmer Construction about the stairwell. Pres. Farrell stated that it is the staircase on the Library side of the building, facing High St. The underside of the staircase needs to be finished in the entry to the building. V/P Carroll thanked Mrs. Siro for attending all the meetings and also thanked her for her good questions when attending these meetings.

COMMUNITY ACTIVITIES AND PUBLIC AFFAIRS: C/P Mease, Chair

Wesley United Methodist Church – C/P Mease informed everyone that Wesley has requested an additional Friday night – 9/28/12 - to have West Spruce Street closed for 5th Quarter from 5:00 p.m. to 11:30 p.m. This date had been previously overlooked. A permit had been issued for the rest of the home football games at a prior meeting.

Motion by C/P Mease to approve. Seconded by C/P Viker.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

V/P Carroll informed C/P Hendricks that West Spruce Street construction is at a stand still. He spoke with Corby Bowersox about it and there is a question about the cable that comes down off the pole and goes right into the sidewalk. They are waiting to start putting the asphalt down and are needing an answer as to whether they can shift the cable.

C/P Hendricks expressed a concern about foot traffic there on Friday nights for 5th Quarter. V/P Carroll stated that if the street does eventually open, Wesley at this point could block off West Spruce Street with cones starting at 5:00 p.m. The Borough can provide the cones and Wesley will be responsible for putting them up and taking them down.

Christ United Methodist Church – C/P Mease informed everyone that Christ United Methodist is requesting that Elderberry Alley be closed on September 29, 2012 for their pre-school craft show from 8:00 a.m. – 5:30 p.m. It is an annual event and we have done it before.

Motion by C/P Viker to approve. Seconded by V/P Carroll.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Town and Gown Committee Meeting – C/P Mease informed everyone that the 2nd Town and Gown meeting will be held on October 2, 2012 at 7:00 p.m. at the Pump House. At the first meeting they went over a few things that they wanted to try and get started in the community. An example would be getting Susquehanna University's band to play at a Selinsgrove football game and Selinsgrove High School's band to play at a Susquehanna University football game. They also discussed trying to help get some senior projects started at the high school. This would be a follow-up meeting to see how things are going.

PERSONNEL MANAGEMENT COMMITTEE: C/P Charles, Chair – C/P Charles had Council look at the draft to go into the Non-uniform Employees Handbook on evaluations of all employees. It would go in Section 2 and would be titled "Employee Evaluations". Corby Bowersox does the Public Works Dept. during the 1st quarter of the year because this is their slow time. They have been completed for 2012.

C/P Charles stated that in the second paragraph it states that "it may include a representative of the Personnel Committee". We didn't make it shall, because right now two (2) of the people on the Personnel Management Committee are retired. In two (2) years we could have all three (3) people on the Personnel Management Committee working throughout the day Monday-Friday and this would mean we would have to bring the people in the evening and it would mean overtime.

By the end of the 2nd quarter of the calendar year, we evaluate the Administrative employees. The Borough Manager and the Asst. Borough Manager/Treasurer shall have completed evaluations of employees within his/her department. A meeting with the employee, Borough Manager and Asst. Borough Manager/Treasurer to review the evaluation shall be scheduled and may include a representative of the Personnel Management Committee.

By the end of the 3rd quarter of the calendar year, the Borough Manager shall have completed an evaluation of the Asst. Borough Manager/Treasurer and the Director of Public Works. The Borough Manager shall seek input from members of the Finance & Budget Committee and Public Facilities & Services Committee. A meeting with the employees and Borough Manager to review the evaluations shall be scheduled and may include a representative of the Personnel Management Committee.

C/P Charles stated that in the last paragraph he is recommending some changes. This will be presented in final form at the next meeting. By September 30th, Council President and Personnel Management Committee chairman, instead of Borough Council, shall have completed an evaluation. We are specifying the people, otherwise it is just going to be something left go. We have the Council President and Personnel Management Committee chairman, shall have completed an evaluation of the Borough Manager. Input from all members of Council (he changed the can to shall) shall be sought and summarized for inclusion in the evaluation. A meeting the Borough Manager, Borough Council President and Chairman of the Personnel Management Committee shall be scheduled. An opportunity for the Borough Manager to discuss the evaluation with all of the members of the Borough Council **shall** be considered in an Executive Session as a personnel matter at the monthly meeting of Borough Council.

The reason the Borough Manager has been moved to the 3rd quarter is simply because we have elections. You can have a President of Borough Council and a chair of the Personnel Management Committee that are new in January and to have the evaluation in January, February or March, are not familiar with the Borough Manager. This way, they have six (6) or seven (7) months in which to do the evaluation and get to know the Borough Manager.

C/P Charles said that Personnel Management Committee will meet in September 2012 to go over budget items. They will have this done for the next Council meeting.

C/P Viker stated this is an excellent summary of what Borough Council is trying to pull together and thanked C/P Charles for continuing to work with this.

C/P Hendricks wanted to know if the Police Clerk position is covered in paragraph two (2) under the 2nd quarter? C/P Charles stated yes, this can be spelled out in the paragraph. C/P Hendricks second question is that in the final paragraph we are going to complete the Borough Manager's evaluation by the end of September. Are we still going to try and get an evaluation done this fall? C/P Charles stated that Paul came in the middle of June 2012 and this is a short timeframe. It is hard to evaluate someone in such a short period of time, but we could do one just to go through the process.

Mgr. Williams said he would welcome the opportunity of getting some feedback after being employed for 90 days. There is always room for improvement.

PUBLIC SAFETY COMMITTEE: C/P Viker, Chair – C/P Viker stated that the Public Safety Committee plans to meet on September 24, 2012 at 6:30 p.m. at the Pump House. We will be discussing very briefly that we will take up our share of recommendations on the idea of how we might take care of the pedestrian access to Anthony-Selin Park. We also had conversation at the last meeting with the university about their parking questions and how we might revisit expectations.

PLANNING COMMISSION: Earl Moyer, Chair

Consider Resolution 2012-11 granting conditional preliminary/final approval for the 18th Street Commons Land Development – Mgr. Williams stated that Council would be entertaining taking action on the land development application that is pending from Susquehanna University. Our Planning Commission reviewed this plan and gave a conditional recommendation for Council to approve the land development at its meeting on July 19, 2012. This is a new format. Normally, Council has approved the land development or subdivision within the body of its minutes and hopefully capturing all those conditions that should be enumerated and then everyone would have some reference to go back to. The benefit to doing the approval in this fashion is that you can always find a Resolution. This provides the applicant with a checklist and also the Borough with a checklist.

Jennifer Lee of Derck & Edson Assoc. and Chris Bailey of Susquehanna University pointed out to Mgr. Williams that they did have two (2) waivers that they need from the Subdivision and Land Development Ordinance which Borough Council can grant by approval of this Resolution.

Mgr. Williams stated there is an acceptance date, an effective date and a signature page should Borough Council enact the Resolution. This format also provides an opportunity for the applicant to accept the conditions of approval. If not, it is a deemed denial.

Motion made by C/P Viker to adopt the Resolution 2012-11. Seconded by C/P Charles.

C/P Hendricks asked Sol. Cravitz if this Resolution is of a legislative nature? Sol. Cravitz stated no. Mgr. Williams is recommending that we put this in a more formal format. We had just gotten a recommendation from the Planning Commission to consider it. We then pass a motion to approve either conditionally or give final approval on the plan.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Susquehanna University parking study – ITE Trip Generation Manual – Consider hiring consultant

Mgr. Williams stated that he has had some thoughts about this since the last meeting and I've also had some discussion with Chris Bailey from Susquehanna University and less discussion with Mike Coyne of Susquehanna University about the idea of taking the work that has been completed to date. They did a parking study in 2007. We have seen a change in the parking ratios over the years. What DZO Powers needs to do now is if a new use comes along, as far as being proposed, she needs to look to the Zoning Ordinance and see how many additional parking spaces must be provided. An alternative may be to look at a parking ratio that you could be satisfied with.

Mgr. Williams said he recently attended a conference and he met some other Managers from other Municipalities that had Colleges or Universities within it. He met a representative from Elizabethtown and asked her how Elizabethtown treats the parking issue. She said they deal with it on a campus wide basis, it is not the individual building equates to x number of parking spaces. The Institute of Traffic Engineers (ITE) publishes a Trip Generation Manual. A residential use has been assumed that a typical single family residence generates ten (10) trips per day. Likewise, there are different ratios for retail uses, commercial uses, office uses and campus uses. What I would like to do is ask Susquehanna University to entertain the idea of working with us towards this Zoning Ordinance Amendment. They could provide some information based upon the ITE Trip Generation Manual and gather some evidence of what they know to be true for Susquehanna and its environment. Borough Council will then entertain using a sub-consultant to review the work that might be done by Susquehanna. We already happen to have a relationship established with a consulting firm (a sub-consultant) Coukart Engineers by the name of Traffic Planning and Design, otherwise known as TPD. Their home office is in Pottstown, PA. They have the capabilities of reviewing work that others might submit for a trip generation study. This will finally put this discussion to rest. Since 2007 the University has been telling us they have adequate parking, or at least they deem it to be so. We have not moved forward, we haven't recognized it, we haven't amended our Zoning Ordinance. This is a recommendation, we need to work as lay people.

Everyone was reminded of the money that Susquehanna has already spent on developing a parking study. Jennifer Lee of Derck & Edson said that in 1998 we had a ratio of 1.88 that we presented to Borough Council and at the time was accepted as we don't have a parking problem. It went down in 2007 to 1.67 and then when we were before you last month we were down to (including our new project-18th Street Commons) to 1.33.

C/P Viker stated it is getting better. He does not want us to spend anymore time and money to arrive at some sort of clarification that recognizes that it has gotten better. We already have a solution to our problem.

Mike Coyne of Susquehanna said he does not want to have to spend another \$10,000.00 on top of all the money we have spent on three (3) studies that have already been approved by three (3) separate Borough Councils.

C/P Anderson stated that the good part, at Mgr. Williams suggestion, is it keeps everyone from having to do all this. Lets revise the Parking Ordinance, so that there is a section that is specific to the University and a residential campus.

Jennifer Lee of Derck & Edson stated that they would be happy to help provide a committee that would get additional background information from other institutions where they have done the same process. C/P Anderson stated and get information on their Ordinance. That is what we are really trying to get at, a better way to manage this.

DZO Powers stated that she liked the Ordinance before this one a lot better, it was more fair. Our current Ordinance does not make a lot of sense.

ZONING HEARING BOARD: Cyril Runkle, Chair – No Report

CIVIL SERVICE COMMISSION: Dalton Savidge, Chair – No Report

PARKS AND RECREATION BOARD: Rocky Baer, Chair – Rocky reported there was no meeting in August, as this was their off month, so there are no meeting minutes.

He informed everyone that Parks & Recreation had a table setup at the “Welcome to the Grove” event in August. They passed out flyers and brochures.

They have the agility course apparatus built for the dog park, they just have to be installed. They are looking at installing it in two (2) days. Any help that can be provided, would be greatly appreciated.

There has been a setback on the boat launch. We are looking for some approvals and meeting those requirements that have been asked of us to keep this moving.

They are working on a Greenways Grant for the proposed Environmental Center on the Isle of Que. The committee will be meeting at the end of September and will be notifying us in October for certain amounts of money that we may be eligible to receive.

The next meeting will be held on Tuesday, September 25, 2012, at 7:00 p.m. at the Major Anthony-Selin Park.

Mgr. Williams informed Mr. Baer that he may have some volunteers from Susquehanna available for a weekend in September. Approximately 40 students from Residential Life.

C/P Charles asked Sol. Cravitz if we had to have the PA Fish and Boat Commissions approval to do the Environmental Center? Sol. Cravitz asked if it was going to be put right on the water? C/P Charles answered no, it is going to be back on the lot. Is the agreement for just the boat launch or the entire space itself? Sol. Cravitz answered the boat launch.

SHADE TREE COMMISSION: Joan Fasold, Chair – Joan was not present, but a report was provided.

POLICE CONTRACT NEGOTIATIONS COMMITTEE: C/P Anderson, Chair – C/P Anderson stated that the Committee is meeting Thursday, September 6, 2012. Some discussion will need to take place in Executive Session.

BOROUGH ADMINISTRATIVE REPORTS:

MAYOR: Sean Christine – Mayor Christine was not present, but the monthly Reports of Police Activities for June and July 2012 were provided.

BOROUGH SOLICITOR: Robert Cravitz, Esq.

Adopt Ordinance No. 801 – MOU with Snyder County Conservation District for the review of erosion and sediment control plans – Sol. Cravitz stated that he has received some comments on 8/31/12 from our Engineer regarding Ordinance No. 801. His recommendations are that we put certain language into the Ordinance, which if we did it at this point would be a major amendment and should really necessitate re-advertising the ad for the Ordinance. What we understand is that in the PA Code under Chapter 102, they prefer that we make specific language, mentioning the disturbance of 5,000 square feet or more. Any disturbance of less than 5,000 square feet will require only an Erosion and Sedimentation Control Plan. This is part of the Land Development Plan. This is not really spelled out the way the Ordinance is presented tonight. Sol. Cravitz would like to postpone this till next month. We will re-advertise this with the change.

Pres. Farrell stated at this time that he would like to take a 10 minute recess.

RECONVENE COUNCIL MEETING – At 8:40 p.m. the Council meeting reconvened.

BOROUGH ENGINEER: J. A. Coukart & Associates

Update on pending projects – A written report was supplied.

C/P Hendricks stated he has a question for Mgr. Williams. The first item listed is regarding the traffic signal at Mill and Market Streets. Does it look as though this item is going to be completed this year? Mgr. Williams responded no. The estimate is that they need another \$12,000.00 for engineering costs. C/P Viker asked what we have budgeted? Mgr. Williams said he is not positive. Treas. Badman stated that we are over budget on Engineering. Mgr. Williams stated he wishes he had a guarantee that Penn DOT is still going to treat this as a maintenance project and that we don't go to far afield.

C/P Viker said that the Public Safety Committee had firmly tabled the idea of taking out the red light and putting in a four (4) way stop sign. .

Mgr. Williams stated that Engineer Coukart has scheduled a meeting about the Isle of Que Boat Launch with DEP for the afternoon of Wednesday, September 12, 2012. They are actually coming with a dual purpose for the Boat Launch and also the fence that is proposed by Susquehanna University along the drainage swale.

Mgr. Williams said that the Salt Storage Shed has had some issues that hopefully will be resolved with some additional engineering and design work.

C/P Charles stated in regards to the Boat Launch that PA Fish & Boat Commission keep implying that the present footprint is unacceptable. Have they committed to the footprint that the project is acceptable? Mgr. Williams added what is really unfortunate is when you read the review comments, it almost looks as though their treating this as a Boat Launch that doesn't exist, like they are starting from new. It seems as though they have raised the bar. We are making the second submission and there are new issues, and we don't get a chance to rebuke or appeal these. We have to comply because this is a State agency be it the Fish & Boat Commission or DEP.

C/P Charles asked what are the other options. Sol. Cravitz said before we get to far afield, this is something we should discuss in Executive Session because it may involve litigation.

BOROUGH TREASURER: Sharon Badman

Review Treasurer's Report for August 2012 – A copy of the Treasurer's report was accepted by Council with no comment.

Motion made by V/P Carroll to accept the treasurer's report. Seconded by C/P Viker.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

BOROUGH MANAGER / SECRETARY: Paul A. Williams

2013 Budget Requests – Mgr. Williams stated he has prepared some memos leading up to the eventual adoption of the budget. The 1st memo is addressed to Chairpersons of All Board and Commissions and Department Heads requesting information to be remitted with specifics added for larger budget requests. The 2nd memo is addressed to the Standing Committees. It is important to look ahead to the proposed schedule. Tentatively we want to shoot for December 20, 2012 for final adoption, if we need December 27th, it is there. The important thing is that you provide the ten (10) days for the required public inspection. In November it is historic that we have two (2) meetings in order to consider the preliminary budget, the tentative budget, authorize advertisements, etc.

Mgr. Williams thanked Treas. Badman for putting this together.

Final Report for the Snyder Monument Conservation Project – Mgr. Williams informed everyone that the report and a CD are available for viewing at the Borough Office.

Review and Comment on September 2012 Newsletter – Treas. Badman informed Council that changes to be made to the newsletter need to be submitted by September 7, 2012.

Isle of Que Bridge Project – Mgr. Williams stated the contractor did meet their timeline of Friday, August 24, 2012. However, work continues on the bridge, but they are doing it under traffic control. V/P Carroll questioned what the concrete strips are on the bridge? Pres. Farrell answered it is for strength, it helps that the concrete meets the steel, it helps to make it stronger.

Manager's Monthly Activity Report - Mgr. Williams stated there were some significant dates in August. An event on August 14, 2012 is still ongoing. This involved a family that suffered a loss and had the sewer backup into their basement. We recently learned that they had to vacate their home because a strong odor came back. We are dealing with this at an Administrative level. We don't know what will transpire through the insurance. They do have homeowners insurance. The Borough is then put on notice as well.

On August 26 and 27, 2012 Mgr. Williams worked on a PowerPoint presentation presented to the Chamber of Commerce. He would like to continue to enhance it. What was presented was his function as Manager of Selinsgrove, as well as giving an overview and an update as to what projects Borough Council is trying to get implemented this year and in the immediate future. The presentation lasted about 15 minutes.

C/P Hendricks asked about the August 14 blockage in the sewer line. He wanted to know the cause of the backup. Mgr. Williams stated it was a physical blockage. It was a cylinder of grease that got removed from the line. It was not directly related to this residence, but in the network of where the flow was going. Mgr. Williams questioned what people are doing with household waste. This part of the line is in a residential area. Treas. Badman informed Council that this has happened a few times over the years, but not often.

TreeFest – Mgr. Williams stated that the Borough Office is starting to get calls from the different groups that are responsible for TreeFest and White Christmas. When Liz Heim appeared before Council over the summer, she stated that TreeFest had been held most recently at All Saints. The committee is requesting to hold it in the Borough building in the Community Room. Now that Ms. Heim has seen the building she would like to use the Borough Chambers, the Foyer and inside the Library. Mgr. Williams stated we need to be careful on how we use the Borough Chambers. He is going to be protective of it. He doesn't think just anything should go in the Borough Chambers. C/P Viker agrees. This is where the people of Selinsgrove gather to do business for the people of Selinsgrove. Mgr. Williams said since this is a function of the Library, perhaps the Foyer and the Library can accommodate it. We offered the Community Room before, pending completion of the building. C/P Anderson stated that the attraction is

probably all the glass. When people see all the trees and lights they are more than likely going to come in and take a look.

Mgr. Williams also wanted to add that even though we have not gotten anything electronic, we had a telephone inquiry about the return of the elections to the Borough building. After some discussion, it was decided it could be held in the Community Room.

Mgr. Williams brought to the attention of Council that our insect problem is worse this year due to the lack of bats. Some of our ornamental green street lamps are covered with debris and the flags are in need of some cleanup. Mgr. Williams has asked Street Department head Corby Bowersox to do some housekeeping prior to the Market St. Festival on the green poles and flags. He understands that prior to White Christmas half of the flags come down to be replaced by White Christmas flags.

ZONING: Janet Powers, Deputy Zoning and Permit Officer

Update of PROPERTY TRANSFERS and BUILDING PERMITS ISSUED, Janet Powers, Deputy Zoning and Permit Officer – A written report was supplied. DZO Powers stated that she is not getting the Real Estate transfers in a timely fashion. She has called several times to the Assessment Office to no avail.

V/P Carroll asked DZO Powers about the Train Station. C/P Viker asked what is supposed to be going in there? DZO Powers replied a restaurant.

DZO Powers also informed Council that Carol Marr did remove her house. She has been getting complaints about the empty houses on the Isle of Que. The Swartzlander property on Pine St. will also be coming down soon. C/P Charles stated that some of the properties on the Isle of Que have been sitting vacant for at least 15 years. They have been through the 1996, 2004 and 2011 floods with no one living in them through that time period. Pres. Farrell asked if someone complains about them, doesn't someone have to go and inspect it? Sol. Cravitz stated that the Borough could contact Central Keystone COG and they could come down and issue citation letters. They could then post the property and then condemn it and if the owner doesn't take it down, the Borough could. The Borough would then get the bill and would also have to pay for the inspection. This is a very expensive alternative considering how much it would cost to demolish each house and then turning around and selling the lot for only \$20,000.00. C/P Charles stated that this should be addressed over the next year. Pres. Farrell said he feels for the neighbors of these properties because some are trying to sell their properties and who wants to buy a property next to a run down and flooded house.

Pres. Farrell asked DZO Powers to call Central Keystone COG and check into how much it would cost for them to come out and inspect a few of the properties.

This will be addressed at a later meeting.

Consideration of Additional Recycling Items with Jeff's Recycling – DZO Powers stated that at the last meeting V/P Carroll stated that he heard that Jeff's Recycling is taking plastics 1-7. DZO Powers called Jeff's Recycling and she and Debbie Wolfe, Snyder County Recycling Coordinator, went out and visited Jeff's Recycling. Jeff is proposing that he can do all of our pulls and give us a few cents a pound. His facility looked really good. They saw the machine that makes the plastic pellets out of recycled plastic. He can provide us with additional roll-offs if we need them. This is something we want to think about and look into a little bit more. DZO Powers stated that she feels Lycoming has been awfully good to us. She hates to jump into this so quickly. We have a contract with Lycoming until the end of November 2012. Possibly we could get Jeff's Recycling to bring one (1) roll-off for the 3-7 plastics and just see how it goes. DZO Powers said that Jeff's Recycling told her that they are also doing Ralpho Township. She called them and was told that he has been doing their pulls for two (2) years and they went from paying \$6,700.00 a year to have someone do their pulls, to getting about that much in income. They have not had any problems with Jeff's Recycling.

DZO Powers said she did the math and if we would have gone with him last year with these figures and the tonnage we brought in, we would have come out ahead \$3,720.00 with Jeff's Recycling. She spoke with Street Department head Corby Bowersox and he said he is really not interested in recycling metal because it is too much work and metal has been stolen from our facility in the past. DZO Powers said she would like to call Lycoming and talk with them about it and see if they would have a problem with the Borough getting Jeff's Recycling to do the 3-7 plastics. She is a little leery with severing ties with Lycoming because they have been good to the Borough. C/P Hendricks asked what type of container(s) would be brought in for the 3-7 plastics? DZO Powers stated it would be a 30 yd. roll-off container. DZO Powers also stated that Jeff's Recycling would take cat litter buckets, clam shells, yogurt cups, etc.

After some discussion, it was decided that DZO Powers would call Lycoming and talk with them.

SELINGROVE MUNICIPAL AUTHORITY – Donald Bottiger, Chairman – No Report

EASTERN SNYDER COUNTY REGIONAL AUTHORITY – Carol Handlan and George Kinney, Chairmen – August 2012 Minutes were provided.

NORTH-EASTERN SNYDER COUNTY JOINT AUTHORITY – Bill Hetherington and Dianne Mengel – No Report

NEW BUSINESS:

COUNCIL MEMBERS – Spruce St. Between Football Field and Wesley Church - C/P Hendricks asked what we are doing with Spruce St. adjacent to the High School. Sol. Cravitz stated it is a public right of way, that was left as a pedestrian walkway, with removable steel posts that could be removed to allow vehicle access as needed.

Mgr. Williams stated that the "Safe Routes to School" grant funding is providing for a new road surface. Sol. Cravitz stated that it will now be a Borough Street. He stated that we could vacate our rights and then it would revert to the landowners along the street, the School District and Wesley United Church.

C/P Hendricks stated he has a number of issues with it. The first one is the acceptance of the road. We do that by Ordinance. It is already our property, so I don't know how we accept that street. Section 17-24 says if it is a laid out road, but it remains unopened for 21 years, we can't do it without consent of 51% of the property owners. Our authority to open roads is done by Ordinance, we have to give notice to the owners and we have to advertise. We have never advertised for comment and we have never advertised that it is going to be opened.

C/P Hendricks counted students on 9/4/12 in that area after school. He counted 119 students walking through that area. The project was identified to solve transportation and gridlock problems on Broad and Eighteenth Streets, but could cause a pedestrian problem in this area of Spruce Street instead.

Mgr. Williams said he is led to believe that with the Resolution Borough Council adopted in 2007 or 2008 and endorsed to make application for Safe Routes to School, that the Borough said they would accept the improvement. It was a different Council at that time and minds have changed. The Borough can always vacate a street as long as they follow the guidance of the Solicitor.

Pres. Farrell asked for C/P Hendricks recommendation. C/P Hendricks said if anything give it to the School District and let the School District and the church hammer their stuff out. I would be open to accepting it. But we are going to run a lot more traffic down Spruce St., including all the students that park over in the residential areas. Kids ride their skate boards down Spruce St. We're solving a transportation problem that exists at Seals Boulevard and Broad St. and the gridlock up on Eighteenth St. We have people driving to drop their kids off at the Intermediate School and the Middle School coming down Magnolia Ave. and using that circuit. If we are going to accept this Street, we have to decide what the traffic flow is, what are the turn patterns, where is the parking, how are students crossing that extension of Magnolia Ave. to get to the sidewalk on the southeast corner. C/P Viker said so if we don't

open it and it remains a private driveway for the school, we have accepted their improvements without any difficulty. But all of the concerns you just raised become an issue of the School District. Pres. Farrell answered yes. C/P Viker said he likes that idea.

Treas. Badman said that Sol. Cravitz should take a look at the agreements that we signed and come up with a plan or recommendation.

Central Keystone Council of Governments – Treas. Badman stated that everyone should have received a copy of the Keystone COG annual membership meeting on October 11, 2012 at 7:00 p.m.

EXECUTIVE SESSION - Council Meeting recessed to an Executive Session at 10:00 P.M. for discussion of Personnel Issues. Council meeting reconvened at 11:30 P.M.

Sol. Cravitz stated that Borough Council needs to authorize the addition of BOD testing at the four (4) sites within the Selinsgrove Borough sewer system.

Motion by C/P Hendricks to approve BOD testing. Seconded by C/P Viker.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Sol. Cravitz asked Council if they would like to pursue a counterclaim on Cheryl DeSiena since she doesn't have an Occupancy Permit? It doesn't mean we have to pursue it if we resolve it, but it gives us an opportunity to proceed if we need to.

Motion by V/P Carroll to pursue counterclaim. Seconded by C/P Charles.

AYES: THREE (3)

NAYS: FOUR (4) - C/P Hendricks, C/P Anderson, C/P Viker and Pres. Farrell

MOTION FAILED

ADJOURNMENT:

Meeting adjourned at 11:37 P.M.

Attachments: None

Respectfully submitted by
Chele' Weaver
Acting Recording Secretary