

SELINGROVE BOROUGH COUNCIL MEETING

Monday, May 1, 2023 – 7:00PM REVISED

COUNCIL MEMBERS PRESENT: President Richard Mease, Vice President Bobbie J. Owens, President Pro Tempore Scott M. Frost, C/P Sara Maul, C/P Mary Bannon, C/P Erik Viker

COUNCIL MEMBERS VIA ZOOM/TELEPHONE: N/A

COUNCIL MEMBERS ABSENT: N/A

OTHERS PRESENT: Mayor Jeff Reed, Solicitor Robert Cravitz, Borough Manager/Secretary Lauren A. Martz, Assistant Borough Manager/Treasurer Sharon Badman, Administrative Assistant Carrie Briggs, Daily Item Marcia Moore, DH&L Ambulance Brian Hipple, DH&L Fire Jason Kaufman, Selingsgrove Police Officer Petrovich, Susquehanna University Malcolm Derk, All Saints Episcopal Church Reverend Canon Paul Donnecker, Residents: Todd Cox, Barbara Christine, Dennis Wolfe, Angela O'Brien, Christopher O'Brien, Dalton Savidge, **Shane Hendricks**

OTHER PERSONS VIA ZOOM: Selingsgrove Police Chief Shanee Mitchell, REC Kelly Feiler

CALL MEETING TO ORDER: President Mease called the meeting to order at 7:00PM. Borough Manager/Secretary Martz called the roll and acknowledged a quorum, followed by a moment of silence and the Pledge of Allegiance.

Mayor Reed issued the oath of office to Shane Hendricks. The newly elected Council Member took his place at the Council table.

REVIEW AND APPROVAL OF COUNCIL MINUTES FROM COUNCIL MEETINGS ON April 3, 2023:

C/P Maul made a motion to approve the minutes from April 3, 2023 as written. C/P Frost seconded the motion.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

REVIEW AND APPROVAL OF COUNCIL MINUTES FROM COUNCIL MEETINGS ON April 12, 2023:

C/P Maul made a motion to approve the minutes from April 12, 2023 as written. C/P Frost seconded the motion.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

GOVERNMENT AND NON-GOVERNMENTAL AGENCIES TO BE HEARD:

DH&L Fire Company: Jason Kaufman reported the April report to include 30 incidents with no significant fire loss within the Borough. At the end of May there will be a carnival and on May 20th the gun raffle will be held. C/P Hendricks would like to see a list of all the major equipment with current replacement costs so the Council can look forward to future expenditures.

DH&L Ambulance League: Brian Hipple reported for the month of April. There were 40 emergency calls in the Borough with a total of 277 calls for the month. An advanced EMT class will begin at the station on June 1, 2023. The class is already full of current DH&L EMT's. DH&L is partnering with Penn View Bible Institute. They are the educational institution who is providing the accreditation for DH&L. An EMS outreach life skills school group from Line Mountain was hosted at the station. DH&L asked Council to consider donating the police car which is to be replaced at the end of 2023 as a quick response vehicle.

Selingsgrove Projects Inc: Meeting minutes from March 21, 2023 were provided as well as the meeting agenda for April 18, 2023. Malcolm Derk spoke about the façade grant offered by SPI. This is a \$20,000.00 matching grant program for new or existing businesses.

Selingsgrove Chamber of Commerce: Meeting minutes from March 28, 2023 were provided.

Selingsgrove Area Recreation Inc: No report.

The REC: Meeting minutes from April 11, 2023 were provided.

Selinsgrove Flood Task Force: Approximately 1,000 homeowners in the flood zone will receive a pamphlet of information concerning what to do before, during, and after a flood event.

Parks & Recreation Committee: No report.

OTHER PERSONS TO BE HEARD:

1. Barb Christine spoke in objection to the ordinance of putting concrete across blacktop driveways. Discussion continued and a motion was made to address VI. B. 2. (page 4 of 6 in these minutes) to adopt Ordinance 866 – 2023 Steet Assessments.

C/P Viker made a motion to adopt Ordinance 866 – Street Assessments to include an extension on time for property owners to complete the required sidewalk and driveway updates by August 31, 2023 with additional notification to homeowners concerning the extension date. C/P Frost seconded the motion.

C/P Maul had questions concerning whether the entrances at the Susquehanna/Geisinger Medical Center parking lot as well as the Susquehanna access to 18th Street Commons from 18th Street should follow the same ordinance of concrete across the access point to the property. The answer provided by Borough Manager Martz that the engineer considers those as public access for the medical center. C/P Maul pointed out that 18th Street Commons is privately owned by Susquehanna University. C/P Viker confirmed with Solicitor Cravitz that the definitions are in the ordinance. C/P Owens stated there are businesses in the middle of the block which may have concrete, but they are not on a corner with ADA requirements for access.

AYES: SIX (6)

NAYS: ONE (1)

MOTION CARRIED

C/P Maul

COMMITTEE/COMMISSION/BOARD REPORTS:

A. ADMINISTRATION/FINANCE COMMITTEE – BOBBIE OWENS, CHAIR

1. A virtual meeting was held May 1, 2023 with Gelnett Trust Advisors. There has been an internal change on Fulton Bank’s part making the Borough’s new contact Sheri Leo. This has changed nothing with the trust itself.

2. C/P Owens made a motion to pay the bills. C/P Frost seconded the motion.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

3. C/P Owens made a motion to award the 2023 Street Program to Gutelius Excavating with a total bid to include all alternates and all assessments in the amount of \$420,741.10. C/P Bannon seconded the motion.

Bid#1 \$103,293.00 (Susquehanna Avenue) Bid #2 \$238,240.60 (18th Street)

Alt. Bid A \$69,076.50 (Sand Hill Road); Alt. Bid B \$2,903.00 (S. High Inlet); Alt. Bid C \$7,228.00(W. Spruce Inlet)

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

4. C/P Hendricks made a motion to approve the Borough Manager submitting the application for county aid to PennDOT requesting \$4,390.00 to use toward the paving project approved in motion A. #3 (above) on behalf of the Borough. C/P Bannon seconded the motion.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

5. C/P Owens made a motion to approve the Non-Uniform Pension Plan Amendment which was approved in September 2022 for the 2023 year. PMRS requires a signature of approval on the adoption of the amendment. C/P Frost seconded the motion.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

6. C/P Viker made a motion to approve the Gelnett Application for Parks and Recreation to replace the bridge deck and hardware at Major Anthony Selin Park in the amount of \$1,257.96 and replace the

square deck and hardware at the Moose Playground in the amount of \$2,002.80. C/P Frost seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

7. C/P Hendricks made a motion to recommend Ken Miller continue as the Borough's Insurance Consultant after his agency, Miller Insurance Agency, merges with Deibler, Straub & Troutman Agency upon Ken's retirement. C/P Maul seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

B. PUBLIC FACILITIES, SERVICES & SAFETY COMMITTEE – SARA MAUL, CHAIR

1. Committee meeting notes provided and discussed from the April 19, 2023, meeting. Next meeting May 24, 2023 at 1:30 PM in Borough Council Chambers.

a. C/P Hendricks asked about Borough Cleanup and the tonnage for 2023. Treasurer Badman reported the tonnage for 2022 was approximately 40 tons at around \$12,000.00 and 2023 was over 50 tons at around \$23,000.00. There was rain in 2023 but the cost rate was up considerably.

b. C/P Hendricks asked for an update on the gazebo roof at Pump House Park. The Borough Manager explained the roof that was chosen as a replacement requires a certified installer for warranty purposes. The installer just completed the certification process and C/P Maul was provided with that information at the current meeting.

c. C/P Hendricks asks about the status of NIMS certification. Borough Manager Martz provided an update that the few new people who still need it have been notified to complete this May 26, 2023.

d. C/P Viker asked if Borough Manager Martz and Public Works Director Feltman would be the ones to speak with about trash cans in the parks. Borough Manager Martz confirmed, and C/P Viker stated he would speak with her outside of the meeting as a citizen concerning the questions, he has concerning trash cans.

2. Malcolm Derk of Susquehanna University spoke about the External Memorandum of Understanding (EMOU) required with the renewal of the 2017 Department of Justice Grant which is called the Campus Grant. The Campus Grant is awarded in efforts to reduce sexual assault and violence on campus. The renewal of this grant includes an EMOU with Transitions of PA (victim service agency), the Selinsgrove Police Department, the Snyder County DA's Office, and the Sexual Assault Nurse Examiner (SANE) Program at Evangelical Community Hospital. This is a cooperative agreement to make sure everyone is working together.

C/P Hendricks asked Chief Mitchell (participating via Zoom) if she had any concerns or questions in signing the EMOU. Chief Mitchell had no reservations and agreed to grant Officer Francis Petrovich to sign in her physical absence from this meeting.

C/P Maul made a motion to authorize Officer Francis Petrovich to sign the External Memorandum of Understanding (EMOU) in place of Chief Shanee Mitchell. C/P Viker seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

3. C/P Viker made a motion approving Cohen Law Group to review the current Wireless Ordinance at the cost of \$4,800.00 along with expenses, such as copying and postage charges, attendance at public meetings, unforeseeable developments, or extraordinary requests outside the scope of services in the proposal at the rate of \$320.00 per hour and travel at a rate of \$160.00 per hour. C/P Viker seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

C. COMMUNITY DEVELOPMENT/CONSTITUENT OMBUDSMAN – RICHARD MEASE, CHAIR:

1. No meeting.

2. President Mease presented the new Council Committee Assignments through the end of 2023.

Changes made: C/P Hendricks to Administration/Finance Committee and C/P Viker to Public Facilities, Services, and Safety Committee

3. C/P Frost made a motion to approve the revised Street Closure Permit Application. C/P Viker seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

D. PLANNING COMMISSION – JANET POWERS, CHAIR: No report.

E. ZONING HEARING BOARD – CYRIL RUNKLE, CHAIR: Minutes provided from the March 2, 2023 meeting.

F. CIVIL SERVICES COMMISSION – DALTON SAVIDGE, CHAIR: No report.

1. C/P Owens made a motion to pay the \$350.00 overage for the Civil Service Commission lawyer fees. C/P Viker seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Due to a training Civil Service Chair, Dalton Savidge, and Civil Service Member, Dottie Anderson will be attending on May 2, 2023, Council will place a hold on the request to increase the legal service budget by an additional \$1500.00.

G. SHADE TREE COMMISSION – VACANT, CHAIR:

1. Meeting – No quorum at the April 19, 2023 meeting.
 - a. discussion was had concerning Fall Planting 2023
 - b. discussion was had concerning tree identification throughout the Borough
2. The Arbor Day Foundation has awarded the Borough the 2022 Tree City USA Recognition Award.

BOROUGH ADMINISTRATIVE REPORTS:

A. MAYOR – JEFF REED:

1. March 2023 police report presented.
2. The Mayor read a proclamation declaring EMS Week, May 21-27, 2023.
3. The Mayor read a proclamation declaring National Gun Violence Awareness Day on June 2, 2023.

B. BOROUGH SOLICITOR – ROBERT CRAVITZ, ESQ.

1. C/P Hendricks made a motion to adopt Ordinance 865 to vacate the unnamed and unopened alley located between Union Alley and N. High Street for Michael Savidge. The landowner, Michael Savidge, will pay all costs for this Ordinance. C/P Bannon seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

2. Ordinance 866 - This was discussed and voted on in the Public Session.
3. This was discussed and voted on in the Public Session.
4. Request for Executive Session pending litigation.

C. BOROUGH ENGINEERS

1. Stahl Sheaffer Engineering
 - a. Report provided dated April 26, 2023.
 - b. C/P Owens made a motion to release the financial obligations and bond for Scott Shaffer at 214 N Market Street in connection with paving. C/P Frost seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

2. Larson Design Group–
 - a. C/P Owens made a motion to approve assistance from LDG for several GIS updates/migrate to a standard dataset/publish – set up online access as well as create lead service line management applications/hub/reporting in the amount of \$22,400.00 from the water fund. C/P Maul seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

b. C/P Maul made a motion to approve the invoice from Martz Technologies - VZRscada, Inc. for Communication upgrades and cybersecurity assessments on the Selinsgrove Borough water wells for a one-time fee of \$43,635.00 with an annual fee of \$7,800.00 to Secure the LTE firewall connectivity, provide operational technology asset management, provide advanced cloud-based notifications, cloud-based visualization, cloud-based data collection, automatic report generation, VZRscada configuration, and ongoing customer support. C/P Bannon seconded the motion.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

3. CES Engineering –

- a. The West Pine Street Decorative Street Lighting and ADA Curb Ramp Project is being finalized.
- b. The invoice on the agenda is not ready for approval currently.

D. BOROUGH TREASURER – SHARON BADMAN

- 1. Treasurer’s report presented for April 2023.

E. BOROUGH MANAGER/SECRETARY – LAUREN MARTZ

- 1. The monthly Manager Report was provided.
- 2. Borough Manager/Secretary Martz reminded the PSAB Annual Conference will be held at the Hershey Lodge June 4-7, 2023 in case anyone wants to attend.

F. ZONING – LINDSEY MULL: Report provided.

G. EASTERN SNYDER COUNTY REGIONAL AUTHORITY (ESCRA)– SHANE HENDRICKS & RICHARD P. MEASE, BOROUGH DELEGATES

- 1. Meeting minutes provided from March 15, 2023.

H. NORTH-EASTERN SNYDER COUNTY JOINT AUTHORITY – SHANE HENDRICKS AND DIANNE MENGEL:

- 1. Landfill test results provided.

I. SELINGROVE MUNICIPAL AUTHORITY – TIM CHARLES, CHAIR: No report.

NEW BUSINESS:

A. COUNCIL MEMBERS: C/P Hendricks submitted a list of items to the Borough Manager and requests a meeting between the Borough Manager, President of Council, and himself to discuss his concerns/topics regarding transparency and budgeting. Once they have met, if needed, they will go to the Solicitor prior to bringing the topics to the full Council.

B. MAYOR: none

C. OTHERS: none

Recess to Executive Session at 8:34PM to discuss pending litigation/arbitration and personnel matters. Reconvene to public session at 9:07PM. No action taken.

C/P Viker made a motion to adopt the recommendation of the Civil Service Commission and Chief Mitchell to hire Gregory Hoffman as a full-time police officer at the starting salary of \$60,000.00 with a start date to be negotiated with Chief Mitchell. C/P Frost seconded the motion.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

C/P Viker made a motion to begin the process of filling the potential Sergeant position and authorizing the Police Chief to post the position availability and prepare the questions and administer the test as needed to interested applicants with the Chief’s eventual recommendation which will be reviewed and approved by the Civil Service Commission and then given to Council for their approval. C/P Frost seconded the motion.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

C/P Frost made a motion to adjourn the meeting at 9:09PM. C/P Viker seconded the motion.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

Respectfully submitted by Carrie Briggs