

SELINGSGROVE BOROUGH COUNCIL MEETING

Monday, February 5, 2024 – 7:00PM

COUNCIL MEMBERS PRESENT: C/P Richard Mease, C/P Bobbie J. Owens (arrived at 7:10PM), C/P Shane Hendricks, C/P Sara Maul, C/P Todd Cox, C/P Christian Schlieder, C/P Scott M. Frost

OTHERS PRESENT: Mayor Jeff Reed, Solicitor Robert Cravitz, Assistant Borough Manager/Treasurer Sheri Badman, DH&L Ambulance Chief Brian Hipple, DH&L Assistant Chief Jason Kaufman, Selingsgrove Chamber of Commerce Helen Walter & Paul Donecker, Selingsgrove Police Department Sgt. Petrovich, Daily Item Marcia Moore, Resident: Jason Rice & family & Alex Donchak, SBA Architects Rocky Baer, REC Shellie McCurdy, SU Kelly Waldron, Faith Butler, Darm Martin

Others Absent: Borough Manager/Secretary Lauren Martz, Administrative Assistant Carrie Briggs

Zoom: Selingsgrove Police Chief Mitchell

President Mease called for a moment of silence and the Pledge of Allegiance.

REVIEW AND APPROVAL OF COUNCIL MINUTES FROM COUNCIL MEETING ON JANUARY 2, 2024:

C/P Schlieder made a motion to accept the minutes for January 2nd as written. C/P Frost seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

GOVERNMENT AND NON-GOVERNMENTAL AGENCIES TO BE HEARD:

DH&L Fire Company: Assistant Fire Chief Jason Kaufman presented the January fire report. There were 26 incidents in the Borough. The new ladder truck is currently in production with a final inspection tentatively scheduled for the end of March 2024 with a hopeful start of service in June. The Easter open house is coming up. The 2023 Banquet is at the Rusty Rail on March 9. C/P Maul asked if Jason could provide an email for notifications concerning Temporary Street Closure and the form will be updated. C/P Hendricks asked for clarification on a Temporary Street Closure form a request of the Fire Department to close near Sugar Maple at the fire house.

DH&L Ambulance League: Chief Brian Hipple reported 54 dispatches for January in the Borough.

Selingsgrove Projects Inc: President Mease stated there was a SPI meeting via Zoom, but no minutes were provided.

Selingsgrove Chamber of Commerce: Helen Walter reported on the January 24th quarterly meeting. There were approximately 54 attendees. The next quarterly meeting is set for Wednesday, April 24th from 5:00-7:00PM. The location has not yet been decided. She mentioned the Chamber of Commerce Board has a request for funding the temporary tower lights for the Late Shoppers Night and Festive Fridays. The cost of the lights was approximately \$400 including transport to and from the site of use. She also clarified the Council would like to receive the general minutes of the Chamber.

Selingsgrove Area Recreation Inc: There was a meeting but no quorum. They prepared their annual fundraising letter for mailing.

Selingsgrove Flood Task Force: No report.

Parks & Recreation Board: No report but there is a letter of interest from Alex Donchak to join the Parks and Recreation Board.

C/P Hendricks made a motion to appoint Alex Donchak to the Park and Recreation Board. C/P Frost seconded the motion

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

The REC: Shellie McCurdy, Assistant Director of The REC, gave a report of the attendance at the center which includes 1,257 daily check-ins for the Drop-In Program since her last report in December which is an average of 41.9 per day. There are 275 students registered and since the beginning of December there have been 13 new students registered. Selingsgrove Borough students have had 2571 check-ins at the Drop-In Program since the Fall start and have spent a collective 3741 hours at The REC. There have been many presentations and events held for the kids. The January 31, 2024 REC Newsletter was provided in the Council packets. Shellie stated she would like to join the Parks and Recreation Board. She will be added to the March 4th Borough Council agenda.

OTHER PERSONS TO BE HEARD: None

COMMITTEE/COMMISSION/BOARD REPORTS:

A. ADMINISTRATION/FINANCE COMMITTEE – BOBBIE OWENS, CHAIR

1. C/P Owens made a motion to pay the bills. C/P Hendricks seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

2. C/P Owens made a motion to adopt Resolution 2024-02 to Exonerate the Tax Collector of the 2023 Selingsgrove Borough Delinquent Real Estate and Fire Protection Taxes in the amount of \$29,918.83. C/P Frost seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

3. Finance met with Fulton Advisors and Trustee, Bob Laudenslager for the annual review of the Gelnett Trust management. Everything was in order and the trust is doing well.

a. 1. C/P Owens made a motion to approve providing the \$3,305.57 balance of the 2023 funds to Selinsgrove Projects Inc for the additional 2024 winter concerts January through April. C/P Hendricks seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

a. 2. Information only at this time, the request to carry over the approved \$5,000.00 for replacement of trash receptacles will be added to the next agenda for formal action to be taken.

b. C/P Frost made a motion to approve payment of \$217.10 to the REC for the Fall 2023 Drop-In Program costs. C/P Hendricks seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

C/P Hendricks mentioned the REC should be cognizant of being charged 6% tax and they should not be as a tax-exempt entity.

4. See #3 for comments on the Annual Gelnett Trust Meeting.

5. a. C/P Frost made a motion to adopt Resolution 2024-03 authorizing the issuance of a nonelectoral general obligation note in an amount not to exceed \$1,600,000.00 for the refinancing of the building loan to replace its variable interest rate note with a fixed interest rate note. Selinsgrove Borough Council shall fully comply with the provisions of the Pennsylvania Local Government Debt Act, supra, with regard to the issuance and repayment of the nonelectoral general obligation note. C/P Cox seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

b. C/P Frost made a motion to adopt Resolution 2024-04 resolving that Selinsgrove Borough Council finds that a private sale of its general obligation note by negotiation is in the best financial interest of Selinsgrove Borough. C/P Cox seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

c. C/P Frost made a motion to adopt Resolution 2024-05 issuing its nonelectoral general obligation note to The Northumberland National Bank and the President of Borough Council, the Borough Treasurer, and Borough Solicitor are hereby authorized to execute such note and all related documents on its behalf. C/P Cox seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

d. C/P Frost made a motion to approve the borrowing note. C/P Owens seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

6. C/P Maul made a motion to award Borough Cleanup to Hometown Disposal. C/P Hendricks seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

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

1. Minutes were provided for the January 26, 2024 meeting.

2. C/P Cox made a motion to authorize the Solicitor to prepare an updated Grease Trap Ordinance. C/P Hendricks seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

3. C/P Maul made a motion to approve the Dog Park Bid Specifications and Scope of Work advertisement. C/P Hendricks seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

4. The next meeting will be held February 21, 2024 at 2PM

C. COMMUNITY DEVELOPMENT/CONSTITUENT OMBUDSMAN – SCOTT FROST, CHAIR

1. No meeting but the next one will be February 21, 2024 at 3PM.

2. C/P Frost made a motion to approve the Music and Gun Raffle Event and Temporary Street Closure at DH&L Fire on Saturday, May 18, 2024. C/P Hendricks seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

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

E. ZONING HEARING BOARD – CYRIL RUNKLE, CHAIR: No meeting.

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

G. SHADE TREE COMMISSION – Ed Slavishak, CHAIR:

1. Meeting minutes from January 10, 2024 at 4PM provided.

2. The February 21, 2024 meeting has been cancelled leaving April 17, 2024 at 5:30PM as the next meeting.

3. Ed Slavishak has been selected as the Chairperson and Secretary of Shade Tree Commission.

BOROUGH ADMINISTRATIVE REPORTS:

A. MAYOR – JEFF REED

1. December 2023 police report presented.
2. C/P Hendricks made a motion to offer Officer Baker a permanent position following his probationary period. C/P Frost seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

3. Mayor Reed requests an executive session at the end of the meeting to discuss Personnel matters.

B. BOROUGH SOLICITOR – ROBERT CRAVITZ, ESQ.:

1. C/P Frost made a motion to adopt Ordinance 871, the Cable TV Franchise Agreement. C/P Cox seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

2. The Borough has had backups from sludge and grease backup. C/P Schlielder stated a business owner approached him requesting notice prior to sewage line clog flushing. Solicitor Cravitz and Assistant Borough Manager Badman stated that the line needs cleaned out as an emergency issue once it is noticed to prevent further backup and problems for others. Solicitor Cravitz stated a backflow preventor installation would fix the issue of blowback from sewer flushing.

C. BOROUGH ENGINEERS

1. Stahl Sheaffer Engineering
 - a. Report provided dated January 31, 2024.
2. Larson Design Group – C/P Owens made a motion to approve SRBA Consumptive Use Mitigation Grant Application for leak detection. C/P Maul seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

3. CES Engineering – The school district will be addressing the sink hole issue after school lets out for summer break.

D. BOROUGH TREASURER – SHARON BADMAN

1. Treasurer’s report for year-end December 2023 provided.
2. The 2024 approved budget and the actual expenditures for 2023 were provided.
3. Treasurer’s report for the month of January 2024 provided.
4. The report showing the amount of System Water Loss Calculations was provided. Through the leak detection program, the number of leaks detected in 2023 is down from 20% to 17.19%.
5. C/P Owen’s made a motion to approve the 2024 recycling schedule. C/P Frost seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

6. C/P Owen’s made a motion to approve the 2024 Street Sweeping and Borough Cleanup schedules. C/P Frost seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

7. The Selinsgrove Borough Council committee organizational chart was provided in the packet.
8. Service Electric Cablevision (SECV) notified the Borough via a letter in February to inform them of upcoming rate adjustments. As of March 1, 2024, SECV will reduce internet rates for customers in some tiers while increasing internet speeds for other tiers.
9. The USG Water Solutions proposal was on the agenda but was missed. It was discussed and voted on in the New Business.

E. BOROUGH MANAGER/SECRETARY – LAUREN MARTZ

1. No report.
2. Complete the Statement of Financial Interest before May 1, 2024.
3. The PSAB Annual Conference will be in Hershey Lodge on June 4-7. Any member of Council wanting to attend should contact Borough office staff to sign up.
4. The year-end 2023 Code Enforcement Activity Report for CK-Cog was provided in the packet.

F. ZONING – LINDSEY MULL:

1. Zoning and Sign Permit report provided with no additional permits.

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

Draft meeting minutes provided from January 17, 2024.

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

No meeting.

I. SELINGSGROVE MUNICIPAL AUTHORITY – TIM CHARLES, CHAIR – No meeting.

NEW BUSINESS:

COUNCIL MEMBERS:

1. C/P Hendricks asked to discuss Ordinance 731. He stated the issue which started this Ordinance 20 years ago, SU students living off campus are no longer allowed. C/P Hendricks asks that Ordinance 731 either be modified or repealed.
2. C/P Maul made a motion to approve the USG Water Solutions Proposal for the Selinsgrove Borough standpipe steel

tank ROV at 751 University Ave. to be inspected at the rate of \$600.00, the Selinsgrove Borough Reservoir concrete ROV at 751 University Ave. to be inspected at the rate of \$600.00, and the Selinsgrove Borough Clearwell – Well #4 concrete ROV at 385 Sandhill Road to be inspected at the rate of \$600.00. C/P Owens seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

3. C/P Schlieder stated he attended the Selinsgrove Chamber of Commerce gathering on January 24, 2024. He stated that Rocky Baer spoke at the gathering of business owners and many of the 25+ business owner attendees had concern with only having the option of CK-Cog for property maintenance and would like to see options. President Mease stated the agreement with CK-Cog allows no competition in the property maintenance agreement. C/P Schlieder would like Council to review ways to provide options to the property owners.

4. C/P Hendrick provided of House Bill 451 which is a tax bill with a possibility of cutting property tax in half for residents by establishing the Tax-Exempt Property Municipal Fund allocating up to \$570,000.00 a year for municipalities with high tax exemptions due to schools, universities, and churches being tax-exempt. He would like to see this added to the March newsletter, so more residents are made aware to contact State Representatives David Rowe at 717-787-3443 and Lynda Schlegel Culver at 717-787-8928 to urge them to vote for House Bill 451. Council members agreed this should be added to the newsletter.

MAYOR: In the Fall of 2022, Chief Mitchell found a grant opportunity for the Selinsgrove Borough Police Department to apply for a federal grant of up to \$1 million dollars. Upon application, she found out that the Borough was not what the federal government recognized as National Incident-Based Reporting System (NIBRS) certified. She brought this information to the Mayors attention noting the Federal Government suggested all Municipal Police Departments to be National Incident-Based Reporting System (NIBRS) certified in January 2021 in order to be eligible for greater federal funding opportunities. The Borough is now NIBRS certified after approximately a year and a half of testing, reporting, and training which required hours of work. The department is now eligible to apply for outside grant funding. C/P Owens asked which federal entity oversees NIBRS. Chief Mitchell explained that NIBRS replaced SRS which is what the federal government uses for reporting. They did not require police departments to switch from SRS to NIBRS but did note that departments which did not make the switch would no longer be eligible to apply for certain types of federal funding. In 2002, the courts decided that they would require NIBRS as well and everything would move to electronic submission. Reporting requires more specific details on crimes committed.

OTHERS: Helen Walter wanted to see if it would be helpful if a member of the Chamber of Commerce helped reach out to the food businesses to explain why the grease trap ordinance is so important to follow. President Mease thanked her for offering the help in this matter.

Paul Donnecker announced there is a new business in town, Axeman Tavern. He also wanted to thank the committee who puts up and takes down the decorations each year for the winter season.

Adjourn to Executive Session for discussion of personnel matters at 8:36PM.

Adjourn Executive Session with no action taken at 9:43PM. No action taken.

C/P Frost made a motion to adjourn. C/P Maul seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Minutes Transcribed by Administrative Assistant Carrie Briggs

Reviewed by Assistant Borough Manager/Treasurer Sharon Badman with final submission by Administrative Assistant Carrie Briggs.