

**SELINGROVE BOROUGH COUNCIL MEETING**

**Monday, May 6, 2024 – 7:00PM**

**OATH OF OFFICE:** Mayor Reed administered the official oath of office to appoint Erik Viker as a member of Borough Council.

**COUNCIL MEMBERS PRESENT:** C/P Richard Mease, C/P Bobbie J. Owens, C/P Sara Maul, C/P Todd Cox, C/P Christian Schlieder, C/P Scott M. Frost, C/P Viker

**OTHERS PRESENT:** Mayor Jeff Reed, Solicitor Robert Cravitz, Borough Manager/Secretary Lauren Martz, Assistant Borough Manager/Treasurer Sheri Badman, Administrative Assistant Carrie Briggs, DH&L Assistant Chief Jason Kaufman, DH&L Ambulance Brian Hipple, Daily Item Marcia Moore, Livic Civil Travis Martin and Matthew Leiby, Reverend Paul Donecker, REC Shellie McCurdy, UGI Richard Gardner, Christian Rosini, Nate Shrawder, and Stephen Cimino

**Others Absent:** N/A

**Zoom:** Chief Mitchell, Seargent Petrovich

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

**REVIEW AND APPROVAL OF COUNCIL MINUTES FROM COUNCIL MEETING ON MARCH 4, 2024:**

C/P Maul made a motion to accept the minutes for April 1<sup>st</sup> as written. C/P Cox seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

**GOVERNMENT AND NON-GOVERNMENTAL AGENCIES TO BE HEARD:**

**DH&L Fire Company:** Assistant Fire Chief Jason Kaufman reported there were 24 calls in the Borough with no significant fire loss. May 18<sup>th</sup> is the gun raffle and band event. A picture of the new fire truck was presented to the Council on behalf of DH&L Fire Department.

**DH&L Ambulance League:** Chief Brian Hipple reported there were 51 incidents in the Borough and total company calls was 187 in April. There is currently an ambulance out of service awaiting funds for the \$6,000.00 repair. The current cost of a new unit is approximately \$250,000.00.

**Selinsgrove Projects Inc:** No report.

**Selinsgrove Chamber of Commerce:** No report.

**Selinsgrove Area Recreation Inc:** The pool is uncovered, and the pumps are working. There is still cleaning and prep to do for the upcoming season.

**Selinsgrove Flood Task Force:** No report.

**Parks & Recreation Board:** No report.

**OTHER PERSONS TO BE HEARD:**

A. UGI Representatives were present to discuss the Industrial Park Road Project and the advanced work for utility gas lines to be relocated by UGI. The project is at a 100% cost to the utility therefore UGI is requesting the road cut fees at Industrial Park Road be waived for this project.

C/P Viker made a motion to waive the cut fees and paving fees for IPR. C/P Owens seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

C/P Viker made a motion to waive the trench repaving with an understanding that UGI will maintain the cut, patch area until the project paving is completed. C/P Maul seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

The Zoom attendees were unable to hear through the computer connection. Borough Manager/Secretary Lauren Martz was able to establish a connection through the telephone.

B. Dustin Albright - Not present

C. Shellie McCurdy of the REC reported for the past two months the daily check-ins were at 1,665 with a daily average of 46.3 students per day. The total number of registered students in the past two months is 328 with 26 of the students being newly registered. There has been STEM programming from the Lewisburg Children's Museum as well as weekly from the 4-H Club. There is reading with Zoe, the certified therapy dog, the children read to Zoe to help children with reading. Shellie spoke about the many activities and events ongoing and still to come. Visit the REC for more information.

**COMMITTEE/COMMISSION/BOARD REPORTS:**

**A. ADMINISTRATION/FINANCE COMMITTEE – BOBBIE OWENS, CHAIR**

1. C/P Owens made a motion to pay and ratify the bills. C/P Maul seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

2. Gelnett Trust Request: Library lighting will carry over to the June agenda.

3. C/P Owens made a motion to approve the purchase of the Kubota F Series F3710 mower in the amount of \$28,586.90 from C.H. Waltz Sons, Inc. C/P Maul seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

4. A utility rate study review was provided for the Council and will be given to the Borough Engineer for review.

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

1. Minutes were provided for the April 17, 2024 meeting.

a. C/P Maul mentioned the bigger topics of discussion in the meeting include:

1. possible relocation of the compost site due to security issues and illegal dumping pending exploratory research
2. grease trap ordinance update discussion by the Solicitor which is still being researched – hope to have more by the June Council meeting; C/P Frost has requested this topic be moved back to his the Community Development/Constituent Ombudsman Committee.

2. The next meeting will be held May 15, 2024 at 2PM

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

1. No minutes provided.

3. EVENT REQUEST:

C/P Frost made a motion to approve the temporary street closure for the 16<sup>th</sup> Annual Selinsgrove Brewfest along University Avenue between Broad Street and W. Pine Street from 6:00AM – 7:00PM on Saturday, July 20, 2024. C/P Viker seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

2. TEMPORARY STREET CLOSURE REQUEST:

C/P Frost made a motion to approve temporary blocking of parking spaces surrounding the Rotary Field along Mill Street and Tenth Street for the Antiques in the Grove Show and Sale on Sunday, July 21, 2024. C/P Schlieder seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

3. President Mease stated the Fallen Heroes and Veteran’s Banners will be going up May 11<sup>th</sup>.

**D. PLANNING COMMISSION – JANET POWERS, CHAIR**

1. No meeting.

2. Passed for the moment. (see under Mayor – Jeff Reed after #3)

**E. ZONING HEARING BOARD – CYRIL RUNKLE, CHAIR:**

1. No minutes provided.

2. C/P Viker made a motion to accept Warren Kann’s resignation from the Zoning Hearing Board with heartfelt appreciation for all his service. C/P Maul seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

3. C/P Viker would like to see a review of the Zoning Ordinance and discuss the decrease in required members for the Borough. He made a motion to authorize the Solicitor to create an ordinance to make a change but rescinded it when due to it not being on the advertised agenda for this month. It will need to be an item for discussion in June.

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

**G. SHADE TREE COMMISSION – ED SLAVISHAK, CHAIR**

1. Meeting notes from April 17, 2024; no quorum.

2. C/P Viker made a motion to appoint, with appreciation, Jo Ann Lawer of 101 Rhoads Avenue to the Shade Tree Commission. C/P Maul seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

3. Next meeting is Thursday June 20, 2024 at 5:30PM.

**BOROUGH ADMINISTRATIVE REPORTS:**

**A. MAYOR – JEFF REED**

1. The March 2024 police report was presented.

2. Chief Mitchell provided a monthly report.

3. C/P Owens made a motion authorizing the Chief of Police to sign the External Memorandum of Understanding (EMOU) with Susquehanna University to make application to the Department of Justice Office for the continuation of the Office of Violence Against Women (OVW) Campus Grant Program. C/P Maul seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

4. C/P Owens made a motion to authorize the Borough Manager to look into financial options for a new Police vehicle. C/P Maul seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

**RETURN TO #2 OF PLANNING COMMISSION (page 2):**

2. C/P Owens made a motion to adopt Resolution 2024-09 for Selinsgrove Area School District’s Maintenance Lot Reconstruction project. C/P Maul seconded the motion.

**AYES: SIX (6)                      NAYS: ONE (1)                      MOTION CARRIED**  
*C/P Frost*

5. Mayor Reed read the proclamation for Gun Violence Awareness Day on Friday, June 7, 2024.

6. Mayor Reed read the proclamation designating the Week of May 19 – 25, 2024 as Emergency Medical Services Week.

With the mention of EMS Week approaching, Mayor Reed said he should mention two events that happened recently within the Police Department. Officer Hoffman responded to a choking child and was able to help prior to the ambulatory response. Officer Baker was involved with a delicate response situation at Susquehanna University and was able to use training he had received the week prior. A letter of appreciation was sent to the Mayor and Chief from Susquehanna University Officials for the handling of this delicate situation.

**B. BOROUGH SOLICITOR – ROBERT CRAVITZ, ESQ.:**

1. There were no permits applied for and no permission was asked for the taking down of two trees in the Borough right-of-way at the Susquehanna Avenue side of the 500 W. Pine Street corner property, and two trees in the Borough right-of-way at the 100 Susquehanna Avenue property.

C/P Viker made a motion for the Solicitor to proceed with the maximum sanctions allowable by law for the tree removal violations in the Borough right-of-way at the Susquehanna Avenue side of the 500 W. Pine Street corner property, and two trees in the Borough right-of-way at the 100 Susquehanna Avenue property. C/P Frost seconded the motion.

Discussion: C/P Viker continued with discussion of the wording in the ordinance regarding fines. The fines should give equal protections of the law and he states that there are some with the means to pay and move on, while others cannot afford it and must go to jail. He stated that is not equal protection of the law. The Solicitor stated the magistrate makes the decision of the sentence and what is allowable.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

**C. BOROUGH ENGINEERS**

1. Stahl Sheaffer Engineering
  - a. Report provided dated May 1, 2024.
2. Larson Design Group

C/P Maul made a motion to approve the 2024-2025 retainer agreement between the Borough of Selinsgrove and Larson Design Group for the use of Larson Design Group’s Professional Services. C/P Cox seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

C/P Maul made a motion to approve the 2024-2025 retainer agreement between the Selinsgrove Borough Water Authority and Larson Design Group for the use of Larson Design Group’s Professional Services. C/P Owens seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

**D. BOROUGH TREASURER – SHARON BADMAN**

1. Treasurer’s report provided for April.

**E. BOROUGH MANAGER/SECRETARY – LAUREN MARTZ**

1. Report provided at the meeting.
2. 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.
3. Selinsgrove Borough was just notified of an award for a DCED CFA Multimodal Transportation Fund grant for the Industrial Park Road Project in the amount of \$130,000.00. This award helps close the gap of needed funding for the project. These amounts are based on the engineers’ estimate. Due to fluctuation in costs, the actual cost of the construction of this project will not be known until it is put out to bid.

C/P Maul made a motion to accept the 2023 DCED CFA Multimodal Transportation Fund grant for the Industrial Park Road Project in the amount of \$130,000.00. C/P Owens seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

4. C/P Owens made a motion to approve Resolution 2024-08 in the amount of \$159,572.00 allowing the Borough Manager to make application for the 2024 DCED CFA Multimodal Transportation Fund grant for the Industrial Park Road Project. C/P Schlieder seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

5. C/P Maul made a motion to approve Resolution 2024-07 authorizing Penn Dot to request railroad crossing upgrades at Water Street, Strawberry Alley, West Pine Street and University Avenue. C/P Cox seconded the motion.

**AYES: SIX (6)                      NAYS: ONE (1)                      MOTION CARRIED**

C/P Frost

6. C/P Owens made a motion to approve the RFP for Professional Consulting and Engineering Services for the Flood Resiliency Study. C/P Maul seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

**F. ZONING – LINDSEY MULL**

1. Zoning and Sign Permit report provided.

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

1. Meeting minutes provided from March 20, 2024.

**H. NORTH-EASTERN SNYDER COUNTY JOINT AUTHORITY – VACANT AND DIANNE MENGEL -**

No meeting.

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

**NEW BUSINESS:**

**COUNCIL MEMBERS:** None

**MAYOR:** Officer Hoffman reached his one year of employment on May 1<sup>st</sup> with the Borough. Mayor Reed requested a letter of recommendation for permanent employment be presented and Officer Hoffman be recognized at the June 3<sup>rd</sup> meeting.

**OTHERS:** Discussion was had about the Parks and Recreation Board concerning the number of seats open, the number of seats to have a quorum, reduction of required seats needing to be held, and a possible recommendation as to who on the committee could be the Chairperson. President Mease suggested these topics be put on the June 3<sup>rd</sup> Borough Council Agenda.

Adjourn to Executive Session for discussion of pending litigation and personnel matters at 8:20PM.

Adjourn Executive Session at 8:45PM with no action taken.

C/P Frost made a motion to adjourn at 8:46PM. C/P Viker seconded the motion.

**AYES: SEVEN (7)                      NAYS: NONE                      MOTION CARRIED**

Minutes Transcribed by Administrative Assistant Carrie Briggs

Reviewed by Borough Manager/Secretary Lauren Martz with final submission by Administrative Assistant Carrie Briggs.