

SELINGROVE BOROUGH COUNCIL MEETING
Tuesday, September 3, 2024 – 7:00PM

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

COUNCIL MEMBERS ABSENT: C/P Christian Schlieder

OTHERS PRESENT: Mayor Jeff Reed, Solicitor Robert Cravitz, Borough Manager/Secretary Lauren Martz, Assistant Borough Manager/Treasurer Sheri Badman, Administrative Assistant Carrie Briggs, Reverend Paul Donecker

ZOOM: Crystal Heshmat, Stephen Feiler, DH&L Fire Jason Kaufman, Sergeant Petrovich, Chief Mitchell

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

Please note the minutes will follow the topics in the order presented which does not necessarily follow the order on the provided agenda.

REVIEW AND APPROVAL OF COUNCIL MINUTES FROM COUNCIL MEETING ON August 5, 2024:

C/P Maul made a motion to accept the minutes for August 5, 2024, as written. C/P Frost seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

E. Zoning Hearing Board 2. Appoint of Interested Residents to Vacant Zoning Hearing Board Positions A – C:

C/P Viker made a motion to appoint both Dianne Mengel and Gary Campell to the vacant Zoning Hearing Board positions and to appoint Crystal Heshmat as an alternate to the Zoning Hearing Board. 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 reported for the month of August. There were 25 incidents with no significant fire loss.

DH&L Ambulance League: No report.

Selinsgrove Projects Inc: No report.

Selinsgrove Chamber of Commerce: Chamber minutes from the 1/24/24 and 4/17/24 quarterly meetings were provided. Reverend Paul Donecker reported on highlights at the latest Chamber meeting. He also reminded the Council of the upcoming 4th Annual Plein Air Competition on September 21st.

Selinsgrove Area Recreation Inc: Minutes were provided from the 7/9/2024 meeting. The solar panel project began on 8/26/24 and a new service is to be installed by PPL to support the solar panel electricity.

Selinsgrove Flood Task Force: No report.

Parks & Recreation Board: No meeting, but Borough Manager/Secretary Lauren Martz asked what Council would like to see from the Parks & Recreation Board. President Mease stated they could look at how to better utilize Little Norway II since the weather has not been very cooperative for using it solely for ice skating in the winter.

REC: The 8/26/24 REC Newsletter was provided in the Council packets.

OTHER PERSONS TO BE HEARD:

A. The resident was not in attendance.

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 Frost seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

2. . C/P Owens made a motion to authorize a request for proposals for auditing services for both Selinsgrove Borough and the Selinsgrove Municipal Authority over the next three (3) years. C/P Frost seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

3. . C/P Owens made a motion to approve the 2025 Minimum Municipal Obligation (MMO) for the Selinsgrove Borough Uniformed Pension Plan & Non-Uniformed Pension Plan. C/P Frost seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

4. C/P Owens made a motion to approve 0.350 MGD as the 2025 flow estimate figure completed by Selinsgrove Borough for the Eastern Snyder County Regional Authority (ESCRA). C/P Viker seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

5. C/P Frost made a motion to approve the healthcare/vision/dental renewal for 2025 as provided by the Sholley Agency. C/P Maul seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

6. Council received the memo from Borough Manager/Secretary Lauren Martz for all Boards, Commissions, and Department Heads to submit their 2025 budget requests by October 14, 2024. The memo will be sent to all Boards, Commissions, and Department Heads.

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

1. Minutes were provided for the 8/22/24 committee meeting.
2. The next Public Facilities & Services Committee meeting will be held 9/18/24 at 2PM.
3. C/P Maul made a motion to authorize the Solicitor to prepare an Ordinance change for a speed limit of 25 miles per hour on Industrial Park Road per the request of PennDOT. C/P Owens seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

4. C/P Maul made a motion to approve new ground thermoplastic traffic markings be installed by Alpha Space Control, LLC. at the intersection of Route 522 and Broad Street in the amount of \$10,409.00. C/P Viker seconded the motion. Council President Mease will reach out to Weis Markets regarding high pedestrian use going to the business.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

5. C/P Maul made a motion to approve the use of Hometown Press for newsletter preparation going forward, effective for the spring 2025 newsletter. C/P Viker seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

6. The discussion of implementing a property transfer inspection ordinance will remain in the Public Facilities & Services Committee for now. The Council was interested in researching it further and would like the committee to explore further.

7. C/P Maul made a motion to authorize the Solicitor to prepare an Ordinance to change West Chestnut Street between N. Market Street and N. High Street from a two-way to a one-way street due to safety concerns when pulling into Market Street. It used to be one-way but was changed during a construction project and never changed back once completed. C/P Viker seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

8. Approval of the light fixture changes in the library is on hold.
9. Approval of a lighting contractor for the library project is on hold.

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

1. No minutes provided but C/P Frost stated there was good conversation at the September 3rd meeting.
2. The next Community Development/Constituent Ombudsman meeting will be held 10/7/24 at 3:00PM.
2. TEMPORARY STREET CLOSURE REQUEST:

a. C/P Frost made a motion to approve the temporary road closure of University Avenue from Broad Street to W. Pine Street for the annual Susquehanna University “Halloween on the Ave.” event on 10/31/24 from 2:00PM – 10:00PM. C/P Maul seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

3. EVENT REQUEST: None
4. BANNER REQUESTS: None

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

E. ZONING HEARING BOARD – VACANT, CHAIR:

1. No meeting.
2. See page one (1) of minutes – This agenda item was covered directly after the approval of the August 5th minutes.

F. CIVIL SERVICES COMMISSION – DALTON SAVIDGE, CHAIR: No meeting, but Chairperson Savidge and Borough Manager/Secretary Lauren Martz discussed the recent Borough Council approval to advertise for a new full-time officer to replace a recent resignation.

G. SHADE TREE COMMISSION – ED SLAVISHAK, CHAIR:

1. Minutes were provided for the 8/21/24 meeting.
2. The Fall planting will be in early November and the Commission is currently taking orders for bare root trees.
3. The hearing for the trees cut down without a STC permit will be at the Magistrate’s office on 9/5/24.

BOROUGH ADMINISTRATIVE REPORTS:

A. MAYOR – JEFF REED

1. The July 2024 police report was presented.
2. Chief Mitchell provided a monthly report for August.

3. C/P Owens made a motion approving the policy, General Order 1.3.10, for use of Mobile Video Recorders (In-Car and Body Worn Camera Equipment) by the Police Department. C/P Viker seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

4. Approval of hiring 1 PT Officer is currently on hold until the Chief can interview the candidate.

B. BOROUGH SOLICITOR – ROBERT CRAVITZ, ESQ.:

1. C/P Viker made a motion to adopt Ordinance 872 – Planning Commission reduction from seven (7) to five (5) members. Alternates will remain. C/P Frost seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

2. C/P Viker made a motion to adopt Ordinance 873 – Zoning Hearing Board reduction from five (5) to three (3) members. Alternates will remain. C/P Frost seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

3. C/P Maul made a motion to authorize the Solicitor to prepare an Ordinance to finalize the closure of the crossing at Strawberry Alley per the request of Seda Cog Joint Rail Authority (JRA), the PUC, and PennDOT. C/P Cox seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

4. Solicitor Cravitz requested an Executive Session to discuss potential litigation and personnel matters.

C. BOROUGH ENGINEERS

1. Stahl Sheaffer Engineering

a. Report provided from project progress from July 31, 2024 – August 28, 2024.

2. Larson Design Group – No report.

D. BOROUGH TREASURER – SHARON BADMAN

1. Treasurer’s report provided for August.

E. BOROUGH MANAGER/SECRETARY – LAUREN MARTZ

1. August report provided.

2. The September newsletter was presented to the Council for review and editing. All edits are to be submitted by Friday, 9/6/24 at noon.

3. The Selinsgrove Resiliency Plan Kick-Off Meeting was held 8/22/24. Minutes of the meeting were provided.

4. An update was provided for the Walkability/Trail Study RFP.

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. Minutes were provided for the 7/17/24 meeting.

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

1. No meeting.

I. SELINGSGROVE MUNICIPAL AUTHORITY – TIM CHARLES, CHAIR

1. No meeting minutes provided.

NEW BUSINESS:

COUNCIL MEMBERS: None.

MAYOR: None.

OTHERS: None.

Adjourn to Executive Session for discussion of potential litigation and personnel matters at 7:58PM.

Adjourn Executive Session at 8:22PM with no action taken.

C/P Viker made a motion to adjourn at 8:22PM. C/P Frost seconded the motion.

AYES: SIX (6) 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.