

SELINGSGROVE BOROUGH COUNCIL MEETING
Monday, October 7, 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, C/P Christian Schlieder

COUNCIL MEMBERS ABSENT: n/a

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 C. Donecker, DH&L Fire: Jason Kaufman, Jason Kline, Jake Showers, DH&L Ambulance Brian Hipple, REC Shellie McCurdy, SBPD Chele' Weaver, Officers Baker, Hoffman, Grove, Residents: Herb Dressler, Faye Bonawitz Carlson, Dalton Savidge, Cyrus Robinson, SCARE LLC Jim Grose, Daily Item Marcia Moore

ZOOM: Sergeant Petrovich, Chief Mitchell, Drew Techner, Brandii Franek

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 September 3, 2024:

C/P Schlieder made a motion to accept the minutes for September 3, 2024, 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: Jason Kline reported for the month of September. There were 35 incidents with no significant fire loss. The new aerial tower truck left for Middletown for tool mounting and should be back by the end of October.

DH&L Ambulance League: Chief Brian Hipple reported for the month of September. There were 225 calls and 81 were in the Borough. Chief Hipple has been seeking funding to get a new ambulance unit.

Selingsgrove Projects Inc: No report.

Selingsgrove Chamber of Commerce: No report.

Selingsgrove Area Recreation Inc: Minutes were provided from the 8/12/2024 meeting. The solar panel project is complete and is awaiting PPL to connect for service.

Selingsgrove Flood Task Force: No report.

Parks & Recreation Board: No report

REC: The 9/20/24 REC Newsletter was provided in the Council packets. Shellie McCurdy reported on the after school daily drop in numbers as well as events happening at the REC.

OTHER PERSONS TO BE HEARD:

- A. Brandii Franek, owner of 300 Pear Street and 896 Eighth Street, requested forgiveness of penalties on the utility billing at each property from the May 20th billing. No motion was made so the billing remains as is.
- B. Selingsgrove Borough Police Officer Baker read a prepared statement asking Borough Council to consider hiring from within when it comes to a new Chief.

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: SEVEN (7) NAYS: NONE MOTION CARRIED

2. C/P Owens made a motion to award the auditing services for both Selingsgrove Borough and the Selingsgrove Municipal Authority over the next three (3) years to Herring, Roll & Solomon, P.C. as proposed in the bid: BASE BID: 2024 - \$10,750.00; 2025 - \$11,000.00; 2026 - \$11,250.00; ADD ALT #1 – SINGLE AUDIT: 2024 - \$12,500.00; 2025 - \$10,500.00; 2026 - \$10,500.00; PROGRAM AUDIT: 2024, 2025, 2026 - \$2,500.00/each year. C/P Frost seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

3. C/P Owens acknowledged receipt of the revisions to the 2025 Minimum Municipal Obligation (MMO) for the Selingsgrove Borough Uniformed Pension Plan & Non-Uniformed Pension Plan.

4. a. C/P Owens made a motion approving the estimate from Cooper Electric for new fixtures (electrical/lighting equipment: quote# S056530920, 9/30/2024) on the library's first floor in the amount of \$5,833.25. C/P Frost seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

4. b. C/P Frost made a motion to approve the estimate from SRS Electric, LLC for fixture replacement installation costs (proposal# 5816-M, 10/2/2024) on the library's first floor in the amount of \$8,288.00. C/P Cox seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

5. C/P Owens made a motion to accept the Selective Insurance total loss payment of \$38,682.51 for the 2021 police car (Claim Reference 22660529-1). C/P Viker seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

6. C/P Viker made a motion to approve the requested changes to AKRF's Contract for the Flood Resiliency Study (Contract# EMP-2022-FM-007-0003). C/P Owens seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

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

1. Minutes were provided for the 9/18/24 committee meeting.
2. The next Public Facilities & Services Committee meeting will be held 10/24/24 at 2PM.
3. A request for an "Autistic Child Neighborhood" sign on North Water Street received no motion, no action was taken. Borough Manager/Secretary Martz will reach out to Greg Dibble at PennDOT since he was the one who reached out to her.

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

1. Minutes were provided for the 9/3/24 committee meeting.
2. The next Community Development/Constituent Ombudsman meeting will be held 1/6/25 at 3:30PM.
3. TEMPORARY STREET CLOSURE REQUEST: None
4. EVENT REQUEST: None
5. BANNER REQUESTS: None

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

E. ZONING HEARING BOARD – VACANT, CHAIR: No meeting.

F. CIVIL SERVICES COMMISSION – DALTON SAVIDGE, CHAIR:

1. A summary of the 9/30/24 meeting of the Civil Service to review police officer applications was provided by Chair Dalton Savidge. The Civil Service Commission has determined which candidates seeking the full time Police Officer position have met the minimum, entry level requirements. Chair Dalton Savidge will send letters to applicants explaining whether the minimum requirements were met as well as explaining the hold on hiring for this position at the current time.

G. SHADE TREE COMMISSION – ED SLAVISHAK, CHAIR:

1. No meeting.
2. Borough Manager/Secretary Martz mentioned volunteers are needed for the Fall Planting and the date will be announced as soon as she has it. The date is typically a Saturday in early November.

BOROUGH ADMINISTRATIVE REPORTS:

A. MAYOR – JEFF REED

1. The August 2024 police report was presented.
2. Chief Mitchell provided a monthly report for September.
3. C/P Viker made a motion to approve the hiring of Part-Time Officer Alexander Yoder. C/P Frost seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

B. BOROUGH SOLICITOR – ROBERT CRAVITZ, ESQ.:

1. C/P Schlieder made a motion to adopt Ordinance 876 – changing the Industrial Park Road (IRP) speed limit to 25mph per PennDOT's request and changing Chestnut Street from N. Market Street to N. High Street into a one-way road moving west. C/P Cox seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

2. C/P Viker made a motion to adopt Ordinance 877 – finalizing the closure of the Strawberry Alley per the request of Seda Cog Joint Rail Authority (JRA) – railroad and PennDOT. C/P Frost seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

C. BOROUGH ENGINEERS

1. Stahl Sheaffer Engineering
 - a. Report provided from project progress from August 28, 2024 – October 2, 2024.
2. Larson Design Group – No report.

D. BOROUGH TREASURER – SHARON BADMAN

- 1. Treasurer’s report provided for September.
- 2. Provided the third quarter revenues and expenditures.

E. BOROUGH MANAGER/SECRETARY – LAUREN MARTZ

- 1. The September report will be provided via email.
- 2. C/P Maul made a motion to approve the Walkability/Trail Study RFP and Lauren will work with the DCNR Representative regarding the advertising dates. C/P Owens seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

- 3. The CK-COG Membership meeting will be held on October 16, 2024 if any Council Members would like to attend.

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 8/21/24 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: Mayor Reed publicly thanked Chief Mitchell for her service the past two years and acknowledged the work she has done to upgrade the technology, mental health programs, and obtaining the NIBRS certification at the Police Department.

OTHERS: Daily Item Reporter, Marcia Moore, had questions concerning the latest news of the Chief’s resignation letter.

Adjourn to Executive Session for discussion of potential litigation and personnel matters at 8:08PM.

Adjourn Executive Session at 8:48PM with no action taken.

C/P Viker made a motion to accept the letter of resignation dated October 2, 2024 with regret and approve the effective resignation as October 11, 2024. C/P Frost seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

Mayor Reed announced Sergeant Petrovich as Office-In-Charge as of October 11, 2024.

C/P Viker made a motion to accept the memorandum of understanding regarding the pending grievance before the PA Labor Relations Board. C/P Frost seconded the motion.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

C/P Frost made a motion to adjourn at 8:50PM. 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.