

**SELINGSGROVE BOROUGH COUNCIL MEETING**

**MONDAY, January 7, 2019 – 7:00 P.M.**

**COUNCIL MEMBERS PRESENT:** Pres. Marvin Rudnitsky, V/P Shane Hendricks, C/P Sara Lauver, C/P Bobbie Owens, C/P Rich Mease, C/P Erik Viker, and C/P Grant Neff

**OTHERS PRESENT:** Borough Manager/Secretary Paul Williams; Solicitor Bob Cravitz; Mayor Jeff Reed; Recording Secretary Lindsey Brouse; Borough Treasurer/Assistant Borough Manager Sheri Badman; Selinsgrove Chief of Police Tom Garlock; DH&L Jason Kauffman and Jeremy Soper; Selinsgrove Chamber of Commerce Paul Donecker and Helen Walter; Larson Design Group Alan Zeigler; ESCRA Greg Pysher; SEDA-COG Teri Provost; Jim Grose; Charles Sherwood; and Keith Lauver.

**OTHERS ABSENT:** Jr. C/P Maria Heiss

**CALL MEETING TO ORDER:**

Pres. Rudnitsky called the meeting to order at 7:00 P.M. Mgr. Williams called the roll and acknowledged a quorum, followed by a moment of silence and the Pledge of Allegiance.

**REVIEW AND APPROVAL OF COUNCIL MINUTES FROM MEETING OF DECEMBER 03, 2018 AND DECEMBER 18, 2018:**

Motion made by C/P Neff to approve both of the minutes as presented. Motion seconded by C/P Lauver.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**SEDA COUNCIL OF GOVERNMENTS:**

**Approve CDBG Cooperative Agreement for FFY 2017 for \$72,905.00:**

Teri Provost stepped up to introduce the agreement for CDBG funds between the Borough and Snyder County. She stated that the Borough is an Entitlement Community, receiving about \$90,000 annually. Eighteen percent of that is separated out for administration, received by SEDA-COG for their efforts. This contract is reduced to the amount of \$72,905.00 for delivery fees and the project is the slum blight area for 2017. She explained that there is also funding in 2018 that is pending. She also stated that the contract is three (3) years long due to timeliness issues and the need for completion of projects.

Motion made by C/P Hendricks to authorize entering into the contract. Motion Seconded by C/P Neff.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

**Approve CDBG-DR Subrogation Agreements**

**Richard and Judith Kline, 402 South Front Street, Selinsgrove, PA**

**Janet Powers, 312 South Front Street, Selinsgrove, PA**

Mgr. Williams stated that the revised subrogation agreements have already been signed by the homeowners, Janet Powers – 312 South Front Street – and Richard and Judith Kline – 402 South Front Street.

Motion made by C/P Hendricks to approve the subrogation agreements and authorize the signatures for both properties. Motion Seconded by C/P Neff.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

## **EASTERN SNYDER COUNTY REGIONAL AUTHORITY**

### **PA Special Study under Act 537 for Wastewater Treatment Plant Improvements Project (“Plan”)**

Greg Pysher, assistant manager for ESCRA, took the floor to answer any questions in regard to the Act 537 “Plan” for the upgrade of the wastewater treatment plant. Mgr. Williams stated that the Act 537 study was a requirement by the DEP for ESCRA to do this study for their upgrades and improvements to the facility. He asked Mr. Pysher to give some highlights on the plan.

Mr. Pysher stated that there is to be no organic or hydraulic increase as there has been no need for more capacity at the plant. The study states that the plant is sufficiently sized for at least the next ten (10) years. Pres. Rudnitsky noted that he had heard that the plant was nearing capacity over the past several years. He asked if this was a change in position from that earlier statement. Mr. Pysher stated that it was simply because the previous numbers were artificially high due to the cheese plant operating in the Borough. He added that the current numbers are more reflective.

Solicitor Cravitz asked whether ESCRA was conducting their own testing or having outside testing done. Mr. Pysher stated that the plant is accredited and doing its own testing (received roughly 1.5 years ago), with the exception of nitrogen and phosphorus testing. All BOD testing is done in-house.

Pres. Rudnitsky commented on the interest rates for the proposed loan. He questioned the timeframe on those interest rates. Mr. Pysher stated that those rates are good until May 1, 2019 and that after that they are unaware of how they may change.

C/P Hendricks asked about the Shamokin Dam Pumping Station improvement costs and whether they were shared by all of the municipalities or just paid by the residents of Shamokin Dam. Mr. Pysher stated that the costs were shared by all municipalities’ residents as per the service agreement. C/P Hendricks stated that when the Borough does sewer improvements, only the Borough residents are paying for those. He stated that it is unfair to Borough residents to share that cost and that the service agreement needs to be revisited and amended. Mr. Pysher stated that ESCRA is open to revisiting the service agreement, if necessary. C/P Hendricks stated that the service agreement needs to be revisited if the Borough is to approve the \$11 million project.

Mr. Pysher stated that the plant was designed for a twenty (20) year use for operation and is currently thirty-nine (39) years old. He stated that this makes serviceability a huge issue because it is extremely difficult to get replacement parts for the equipment.

Pres. Rudnitsky asked whether this project could be done in phases with the cash flow ESCRA receives. Mr. Pysher stated that the high risk of failure of equipment and the cost of separate bidding for each

phase could potentially end up equaling the same cost as the interest, or even higher if there was an emergency failure. Alan Zeigler of Larson Design Group agreed with this statement.

C/P Hendricks asked whether the floodproofing measures outlined in the plan would meet the requirements of the grant they intend to use to cover those costs. Mr. Zeigler stated that based on the information provided in the study, the floodproofing measures would be sufficient to meet the requirements of the grant.

C/P Hendricks asked about the timeline for the payoff of the loan and whether ESCRA would also have other upcoming expenditures. Mr. Pysher stated that the loan was for a 20-year period and that there would be several other large projects. Mr. Zeigler stated that these projects would be paid for out of Capital Reserve funds and that they should not conflict with this project.

C/P Owens asked what the timeline for the project is, from start to finish, and whether the other projects would conflict with this timeline. Mr. Pysher stated that the project timeline was 1 to 1.5 years, depending on when funds are allocated and received. Mr. Zeigler stated that the timelines should not be conflicting because they would be bid separately and completed by other contractors.

C/P Viker asked whether rates would increase as a part of this improvement. Mr. Pysher said they would not. C/P Viker asked whether they just needed our approval. Mr. Pysher said yes. C/P Viker asked whether the resolution in question looked fine. Mr. Zeigler said it seems to be as it is essentially just accepting the planning, but that ESCRA may have to come back at the end of the process to essentially close up the project.

C/P Viker made a motion to adopt the resolution as presented. C/P Neff added that the service agreement needs to be revisited. Solicitor Cravitz questioned when the decision was made to be open to revisiting the service agreement as there was no mention of it in the November meeting minutes. Mr. Pysher stated that he believes it to be general knowledge but that no official motion has been made. Solicitor Cravitz asked whether they were willing to do that. Mr. Pysher stated that he feels they are from speaking with many of the board members. The next meeting is January 9, 2019, and there is another meeting on January 16, 2019.

C/P Viker amended his motion to be contingent upon official action in that meeting that opens the door for renegotiating that service agreement. Solicitor Cravitz asked about the mechanism in mind for the revisiting of the service agreement. Mr. Pysher stated that they did not get that far into it yet, but that they do know that all the municipalities would have to agree to it. Solicitor Cravitz stated that the Planning Commission tabled discussion on this matter, pending the Larson Design Group review of the study.

C/P Viker made an amendment to his motion to approve the resolution, contingent upon official action in which they arrange a plan for the of revision of the service agreement.

Mgr. Williams pointed out that there are actually two documents, the service agreement and the rules and regulations.

C/P Viker made an amendment to his motion to approve the resolution, contingent upon official action in which they arrange a plan for the of revision of the service agreement and rules and regulations of ESCRA. Second by C/P Neff to include all amendments.

**AYES: SIX (6)**

**NAYS: ONE (1 – C/P Hendricks)**

**MOTION CARRIED**

**PERSONS TO BE HEARD:**

**DH&L Fire Company/DH&L Ambulance League:**

Jason Kaufman, Assistant Fire Chief for DH&L, gave the reports. For the month of December 2018, there were 25 incidents with no fire loss. For the year of 2018, there were 449 incidents with no significant fire loss. There were several small fires during the year, but no significant loss.

The new officers for 2019 are as follows, not including the fireman's relief officers as they are not elected until the January meeting.

Company Officers: President – Jeremy Soper; Vice President – Jason Kline; Recording Secretary – Jessica Ross; Financial Secretary – Jacob Koch; Treasurer – George Hohman; Director 1 – Fred Ulrich (2 years) – Chairman; Director 2 – Carl Herrold (2 years); Director 3 – Dale Brown (2 years); Director 4 – Monty Anders (1 year); Director 5 – Matt Smith (1 year).

Fire Department Officers: Fire Chief – Brandon Ulrich; Deputy Fire Chief – Jason Kline; Assistant Fire Chief – Jason Kaufman; Assistant Fire Chief – Colin Rice; Captain – Todd Shimko; 1<sup>st</sup> Lieutenant – Brett Reinard; 2<sup>nd</sup> Lieutenant – Sean Christine; 3<sup>rd</sup> Lieutenant – Monty Anders; 4<sup>th</sup> Lieutenant – Todd Peifer (racetrack only); Engineer – Zach Fedorchik; Assistant Engineer – Nathan Eichner; Assistant Engineer – Derrick Cook.

Active Fire Police Roster: Captain – Roger Catherman; 1<sup>st</sup> Lieutenant – Terry Brouse; 2<sup>nd</sup> Lieutenant – Matthew Smith; Scott Nace; Jim Jones; Sean Christine; Terry Kratzer; Christopher Ferster; Jacob Koch; Stacy Koch; Doug Shaffer.

Mr. Kaufman also stated that the fire department obtained a federal FEMA grant in 2018 for digital radios in the amount of \$120,000.00. Previously the fire department had purchased, with some Borough money, some radios to get them through until new ones could be bought. Two of those radios are being given to the police department. These new radios will help with interoperability with surrounding counties while still being able to communicate within Snyder County.

**Selinsgrove Projects, Inc.:**

Meeting Minutes of Tuesday, November 20, 2018 – copy provided

**Selinsgrove Chamber of Commerce:**

There was no meeting, but Chamber President Helen Walter came to speak. Mrs. Walter stated that the holiday season was great. There was good weather and success for late shoppers' night. 35 businesses participated in the holiday marketing program. 30 businesses donated gifts to use as prizes for the passport contest.

She stated that there was a pedestrian accident on late shoppers' night. The woman who was hit is believed to be improving. Mrs. Walter noted that there is a need for brighter lights downtown along Market Street, especially at the intersections. She stated that it is difficult to see people when they step out into the street if you are driving at night. She stated that they are going to try to have fire police stationed at the intersections for late shoppers' night in the future.

Tree lighting was a success. She recommended the purchase of a wireless microphone for events like that in the future, and also asked if there was any way the Borough could get portable risers for the stage.

Mrs. Walter also noted that 2019 is the 100<sup>th</sup> anniversary of the Selinsgrove Chamber of Commerce.

C/P Mease recommended that someone from the Chamber attend the SPI meeting on the 15<sup>th</sup>.

C/P Hendricks stated that the ornamental street lights meet the design criteria for the number of lumens at the intersections, meaning there is no liability issue. Mrs. Walter stated that the new ones that were put in along Pine Street are much brighter than the ones along Market Street. She questioned whether different lightbulbs could be used to make Market Street brighter like Pine Street is.

#### **SARI (Pool) –Richard Mease:**

C/P Mease stated that the well head project raising has been completed. DEP has been notified of the completion, but the representative that was the contact for the inspection has been promoted and her position remains unfilled. No inspection has taken place as of yet.

Meeting Minutes of Monday, October 8, 2018 and Monday, November 12, 2018 – copies provided

#### **Selinsgrove Parks and Recreation – Shane Hendricks:**

C/P Hendricks attended a meeting with the Jersey Shore Parks and Recreation Committee and Borough Council to discuss the ice skating operation. The meeting was about an hour long.

The weather is supposed to get colder by the end of the week. If the weather stays cold and the ground can be saturated and frozen, the skating rink will open for a short season.

Meeting Minutes of October 23, 2018 – provided.

#### **BOROUGH ENGINEER**

#### **Update on pending projects – Alan Zeigler, P.E., Larson Design Group:**

Selinsgrove Municipal Authority – Consent Order and Agreement proposed by the SRBC: Mgr. Williams stated that information was given about this at the December meeting. He also noted that the Municipal Authority continues to work on the agreement as a draft. Mr. Zeigler stated that the Borough is being directed to use the same hydrogeologic consultant that Larson Design Group uses to have the wells tested. The first step to this is to build a plan for aquifer testing. The agreement is essentially to submit that plan by the determined date so that the Susquehanna River Basin Commission can review it. Then there would be pump testing of wells 1, 2, and 3.

Pres. Rudnitsky asked what the tests were looking for. Mr. Zeigler stated that they are aquifer tests. They would do a pump test where they pump one of the wells for an extended period of time, select monitoring locations around that well, and monitor the draw on the ground water. Through hydrogeologic assessment, they would determine the safe yield for those wells. Upon completion, a docket of approval would be obtained from SRBC. Well No. 4 already has a docket of approval.

C/P Viker asked what this would cost the citizens of Selinsgrove. Mr. Zeigler replied that the Borough could pick the worst well and take it out of service, assuming that the water use is well below the pumping potential for the wells. Currently, well 4 can pump 1,000,000 gallons per day, while the total draw is 300,000 to 400,000 gallons per day. Basically, the cost depends on whether it makes sense to maintain all four wells. C/P Viker asked whether this was something required by law. Mr. Zeigler said yes. Solicitor Cravitz stated that it could cost over \$100,000.00. C/P Viker stated that we should just budget for it and move on.

Selinsgrove Municipal Authority – Well No. 4 Emergency Backup Generator: The idea of separating the project from Well No. 3 is the hope of getting monies for both generators.

**COMMITTEE/ COMMISSION/ BOARD REPORTS:**

**FINANCE & BUDGET COMMITTEE – Shane Hendricks, Chairman**

**Payment and Ratification of Bills:**

Motion made by C/P Hendricks to pay the bills. Motion Seconded by C/P Viker.

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

**Statewide Tax Recovery/Berkheimer – Exoneration Request: none**

**PUBLIC FACILITIES & SERVICES COMMITTEE – Erik Viker, Chairman – no report**

**BOROUGH ADMINISTRATION/PROPERTY AND EQUIPMENT – Bobbie Owens, Chairwoman - no report**

**COMMUNITY ACTIVITIES AND PUBLIC AFFAIRS – Richard P. Mease, Chairman**

Establish appropriate conditions/limitations/waivers necessary for the conduct of special community events as contained within the list enclosed (see attached): C/P Mease stated that the provided list is a pre-approval on the eleven (11) annual events in downtown Selinsgrove.

C/P Mease motioned to pre-approve the conditions, limitations, and waivers necessary for the conduct of the events listed. Second by C/P Neff.

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

**PERSONNEL MANAGEMENT COMMITTEE – Sara Lauver, Chairwoman – no report**

**PUBLIC SAFETY COMMITTEE – Grant Neff, Chairman – no report**

Pres. Rudnitsky questioned about the idea of different lightbulbs for the Market Street ornamental lights. C/P Viker stated that when he drives the speed limit he has no issue seeing pedestrians when they step out. C/P Neff stated that it is possible or it could be dirty lenses. He also stated that he was not involved in the Market Street phase of the lighting project so he would have to look into it or use a lumen tester, which his company has and he would be willing to borrow.

**PLANNING COMMISSION – Pete Carroll, Chairman**

Meeting minutes – Wednesday, November 14, 2018 and Wednesday, December 19, 2018 – see attached

Mgr. Williams stated that the Planning Commission voted to go forward with the zoning change of the lot owned by George Kinney. He further explained that the request is to change the current zoning of OS (Open Space) to the residential district R-2. Solicitor Cravitz stated that a motion is needed to start the process.

C/P Viker motioned to begin the rezoning process. Seconded by C/P Hendricks.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

C/P Viker pointed out the letter from Jim Grose that was sent to council about expanding the Central Business District. He inquired about the status of that process. Mgr. Williams stated that the request has not yet been dealt with by the Planning Commission, but that was the first step that needed to be taken. C/P Hendricks added that the County Planning Commission will be involved in addition to the Borough Planning Commission. Pres. Rudnitsky invited Mr. Grose to speak about his interest in the expansion.

Mr. Grose stated that he was in attendance at the December Planning Commission meeting, where it was mentioned that Council had discussed expanding the Central Business District. He noted that he and his son purchased the “ugliest property in town” in order to open a craft distillery. He said that they feel they fit better in the Central Business District as opposed to a Commercial District. At the Planning Commission meeting, he was instructed to write a letter of interest to send to Council regarding the matter of expansion. Mr. Grose stated that he feels that his potential business aligns more with the special interest portion of the Central Business District and that it would draw business into the Borough. He added that he is available to attend any meetings and answer any questions, but that he does not feel it would be proper for him to file an application for zoning change at this time.

**ZONING HEARING BOARD – Cyril Runkle, Chairman – no report**

**CIVIL SERVICES COMMISSION – Dalton Savidge, Chairman – no report**

**SHADE TREE COMMISSION – Bo and Joan Fasold**

Meeting Minutes – Thursday, December 20, 2018 – see attached

**BOROUGH ADMINISTRATIVE REPORTS:**

**MAYOR – Jeff Reed**

**Presentation of the Police Report for November 2018 – copy provided**

C/P Neff asked Chief Garlock whether the pedestrian accident that occurred on late shoppers' night happened at a marked crosswalk. Chief Garlock stated that it did not. It occurred at the intersection of Market Street and Chestnut Street, where there is not a marked crosswalk. He added that drivers are still required by law to yield to crossing pedestrian traffic at any intersection where there is sidewalk on both sides of the intersection that create a crossing point.

**BOROUGH SOLICITOR – Robert Cravitz, Esq.**

**BOROUGH ENGINEER**

**Update on pending projects – John Coukart, P.E., Coukart & Associates, Inc.:**

Mgr. Williams stated that the following projects are what John Coukart has been active on:

- ARC Grant – Local Access Road Project on Industrial Park Road
- Market Street residual issues resulting from PennDOT resurfacing project
- Weiser Run field view West of Susquehanna Avenue
- Ponding of Stormwater Runoff behind 709 Broad Street

Pres. Rudnitsky stated that at the finance committee meeting there was an additional handout of photos of Weiser Run. Mgr. Williams added that this was a recent field view of the portion of the Run West of Susquehanna Avenue and that there was evidence of erosion and the possible origin of some of the sedimentation that has been seen at the Orange Street opening.

**BOROUGH TREASURER – Sharon Badman**

**Approve Financial Balances Report for Month of December 2018 – provided at meeting**

Motion made by C/P Viker to approve the financial balances report for December 2018 as presented.  
Motion Seconded by C/P Neff.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED.**

**BOROUGH MANAGER / SECRETARY – Paul A. Williams**

**Manager's Monthly Activity Report**

Mgr. Williams stated that he did not provide a formal report this month. The public works department continued into the early part of December with leaf cleanup, despite the snowfall in November, until equipment failure and temperature change forced them to stop. They are now picking up Christmas trees from the curbsides throughout the Borough. He noted that meters for the quarter were just read and that the bills will be going out later this month.

**Consider Resolution No. 2019-01 Acknowledgement of the Terms of Office, Affirmation of Appointments, Modifications of Assignments and other General Provisions for 2019 – see attached**

Mgr. Williams stated that most of the appointments and assignments were reappointments as many of them indicated that they wished to continue to serve the Borough. He added that there is a need to fill the position for ESCRA. He also noted that there is a change to the section regarding signers of checks.

Instead of three persons being authorized signers, it should say six persons and the list should include Borough Council Vice President as well as C/P Mease and C/P Viker.

Motion made by C/P Hendricks to adopt Resolution 2019-01 with the changes to the list of signers for checks to include himself, C/P Viker, and C/P Mease. Motion Seconded by C/P Viker.

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

**Correspondence from Central Keystone Council of Government – see attached**

Mgr. Williams stated that he attended the annual meeting with Brian Farrell in October. He noted that the hourly rate increased from \$61.00 to \$64.00, a 2.8% increase.

**Consider Resolution 2019-02, Revised Fee Schedule – see attached**

Mgr. Williams stated that the Borough already has adopted a fee schedule. He stated that this resolution amends the rental fee for Borough facilities for non-residents. Instead of the \$50.00 rental fee and \$50.00 deposit, non-residents will pay a \$75.00 fee and a \$100.00 deposit. The resolution also adds a fee schedule for application of zoning change, a type of application not covered by the current fee schedule.

C/P Viker stated that he does not agree with the cost of \$250.00 for the zoning change. He feels that it is too high for members of the Borough.

Motion made by C/P Neff to adopt Resolution 2019-02. Motion Seconded by C/P Hendricks.

**AYES: FIVE (5)      NAYS: TWO (2 – C/P Owens, C/P Viker)      MOTION CARRIED.**

**Statement of Financial Interest – complete forms by May 1, 2019**

Mgr. Williams stated that these statements are due back to the Borough by May 1, 2019.

**ZONING ACTIVITY FOR DECEMBER – Lindsey Brouse**

Update of zoning and sign permits issued – see attached

**SELINGROVE MUNICIPAL AUTHORITY**

Meeting Minutes from December 13, 2018 – draft.

**EASTERN SNYDER COUNTY REGIONAL AUTHORITY – Ed Mann & Dan Kiesinger**

Meeting Minutes from Wednesday, November 20, 2018 – see attached

Mgr. Williams stated that site visits were conducted at several facilities with ESCRA and that the focus was best-management practices.

**NORTH-EASTERN SNYDER CO. JOINT AUTH. – Dianne Mengel – no meeting**

**NEW BUSINESS**

COUNCIL MEMBERS

MAYOR

OTHERS

**ADJOURNMENT**

Motion made by C/P Viker to adjourn the meeting. Motion Seconded by C/P Mease.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED.**

The meeting adjourned at 8:39 P.M.

Respectfully submitted by

Lindsey Brouse  
Recording Secretary