

SELINGROVE BOROUGH COUNCIL MEETING

MONDAY, February 4, 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 Erik Viker, and C/P Grant Neff

COUNCIL MEMBERS ABSENT: C/P Rich Mease

OTHERS PRESENT: Borough Manager/Secretary Paul Williams; Solicitor Bob Cravitz; Mayor Jeff Reed; Recording Secretary Lindsey Brouse; Jr. C/P Maria Heiss; Selingsgrove Chief of Police Tom Garlock; DH&L Sean Christine; Selingsgrove Chamber of Commerce Helen Walter; and three (3) Susquehanna University students.

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 JANUARY 7, 2019:

C/P Hendricks, C/P Owens, and C/P Viker all stated that they were opposing votes at certain times during the previous meetings and that they would like their names added to the record as having voted that way.

Motion made by C/P Viker to approve the minutes as amended. Motion seconded by C/P Neff.

AYES: SIX (6)

NAYS: NONE

MOTION CARRIED

PERSONS TO BE HEARD:

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

Sean Christine gave the report for the month of January 2019. There were thirteen (13) calls in the Borough of Selingsgrove. There were also thirteen (13) false alarms. The total number of calls responded to in January was forty-eight (48). Total losses came to \$101,000.00.

Mr. Christine announced that on March 23, 2019, the Fire Company will hold a banquet at the Susquehanna Valley Country Club. He asked for consideration for a sponsorship of \$500.00 which would support the banquet and includes ten (10) tickets to the event. He also stated that there was a typographical error in their minutes provided to Council.

Pres. Rudnitsky asked whether the thirteen (13) false alarms were typical. Mr. Christine cited an occasion in which an automatic fire alarm was not a false alarm at the high school. Pres. Rudnitsky stated that when his office was having an issue with false alarms, he was being charged for each time, placing the burden on the office to find and fix the cause of the alarms. Mr. Christine stated that DH&L has historically not charged for response to false alarms.

C/P Hendricks asked whether the banquet was only for DH&L or whether it was open to other parts of Snyder County. Mr. Christine responded that it is only for DH&L. C/P Hendricks also asked for a written request for funds for the Finance Committee to look at. Mr. Christine stated that he would provide one.

C/P Hendricks informed Council that he reached out to DH&L and they, along with Port Trevorton's fire company, came to help fill the ice skating rink and helped to staff it until the appropriate staffing could be maintained. C/P Hendricks is grateful for the fire company going above and beyond for the community.

Meeting Minutes of Monday, December 10, 2018 were received.

Selinsgrove Projects, Inc.:

Meeting Minutes of Tuesday, December 18, 2018 were received.

C/P Hendricks pointed out that his name should not be included in the discussion of façade grants. C/P Lauver stated that she requested that the amendment be made at the next meeting.

Selinsgrove Chamber of Commerce:

Helen Walters stated that the Chamber of Commerce is working on a potential new event in May. She stated that she did not have a completed street closure application turned in on time for the meeting. She stated that they want to do a "1/2K Fun Run" downtown to promote the businesses of Selinsgrove as well as raise funds for the East Snyder all-inclusive playground. For this event, the Chamber of Commerce is looking to close Market Street for about two (2) hours. The all-inclusive playground will be the only one like it in Pennsylvania. She stated that the closure, if approved, would be from Bough Street to East Snyder Street and that traffic could use either High Street or Water Street to travel through the Borough.

Pres. Rudnitsky asked whether the application would be completed for consideration at the March meeting. Mrs. Walters stated that she was unsure whether that would give enough time to also make an application to PennDOT. Mgr. Williams stated that before an application for street closure can be made to PennDOT, the Borough must approve the closure.

Mgr. Williams stated that this would be the first year for this event and that 500 participants is an estimate, but there really is no way of knowing how many people to expect. Mgr. Williams asked whether it was necessary to close the street or whether there could just be additional protection at crosswalks to help the participants cross safely during the event.

C/P Viker stated that he drove through town during the Pet Parade. He added that it was minimally inconvenient to have to stop and wait while pets and their owners crossed the street, but that street closure didn't seem necessary for that event. He noted that since this event is new, it might be smart to try following that model. If the event is successful, then there is more time to complete paperwork for the next year. Mgr. Williams also cited the example of the Hoopie Bar Crawl, which never needed to close the street.

Pres. Rudnitsky stated that Council would not be approving the closure at this point and that the regular process would need to be completed for next month. If Council would decide not to grant the request, the event would still be able to take place but the street would not be closed.

Meeting Minutes of Tuesday, November 27, 2018 were received.

SARI (Pool) –Richard Mease:

Meeting Minutes of Monday, December 10, 2018 were received.

Selinsgrove Borough Floodplain Task Force – Paul Williams:

Mgr. Williams stated that the Floodplain Task Force plans to have a meeting in February with persons in the community who would be responding to a flood event and discuss the Emergency Management Plan for flooding. This meeting is to give Floodplain Task Force members a better understanding of the pre-planning measures for flood events and to discuss the needs of residents of the Isle of Que during flood events.

Meeting Minutes of Wednesday, November 14, 2018 were received.

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 Owens.

AYES: SIX (6) NAYS: NONE MOTION CARRIED.

Statewide Tax Recovery/Berkheimer – Exoneration Request: none

Consider the adoption of Resolution 2019-04 pertaining to the exoneration of Mike Bolig for Delinquent Real Estate Taxes for 2018, Uncollectible Per Capita Taxes for 2018 and Collectible, and Delinquent Per Capita Taxes for 2018:

Motion made by C/P Hendricks to adopt Resolution 2019-04. Motion Seconded by C/P Owens.

AYES: SIX (6) NAYS: NONE MOTION CARRIED.

Authorize Berkheimer Associates to collect the Delinquent Per Capita Taxes for 2018 determined to be collectible:

Motion made by C/P Hendricks to authorize Berkheimer Associates to collect the Delinquent Per Capita Taxes for 2018 determined to be collectible. Motion Seconded by C/P Neff.

AYES: SIX (6) NAYS: NONE MOTION CARRIED.

Approve Herring, Roll & Solomon, P.C. as auditors for 2018, 2019 and 2020:

Motion made by C/P Hendricks to accept the proposal from Herring, Roll & Solomon, P.C. Motion Seconded by C/P Owens.

Pres. Rudnitsky asked whether 2018 was part of the professional engagement for the former auditor. Mgr. Williams stated that the former auditor chose to forego the last year of their contract, but that matter was for 2017.

AYES: SIX (6) NAYS: NONE MOTION CARRIED.

Approve Request for Proposals (RFP) for 2019 Borough Cleanup:

Motion made by C/P Hendricks to advertise the RFPs for Borough Cleanup. Motion Seconded by C/P Viker.

AYES: SIX (6) NAYS: NONE MOTION CARRIED.

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

Acknowledge prior Street Closure for Sorority Bid Day – 2/3/19:

Mgr. Williams stated that the event occurred yesterday and that the application came in after the previous Borough Council Meeting. He added that the Public Safety department submitted it from Susquehanna University and that the limits made it a controlled event. C/P Neff asked whether the event was an annual one. Mgr. Williams stated that it is and that the application should have been made further in advance but that the sorority failed to make the request so Public Safety came to their aid.

PERSONNEL MANAGEMENT COMMITTEE – Sara Lauver, Chairwoman – no report

PUBLIC SAFETY COMMITTEE – Grant Neff, Chairman

C/P Neff asked for an update about the line painting on Market Street. Mgr. Williams stated that the contract only placed obligation on PennDOT for painting at the intersections with traffic signals. Public Works plans on doing crosswalk at Chestnut Street and maybe other streets as well as the parking spaces. C/P Neff stated that he spoke to Pete Carroll about pedestrian crossing signs. Mr. Carroll directed him to PennDOT's website to find the form to receive them for free if the criteria is met.

C/P Neff stated that he will be tabling discussion on a disagreement about the fourth police car to next month, pending discussion with involved parties.

Request from Monroe Township on Proposed New Traffic Light:

C/P Neff stated that at the beginning of the Thoroughway there was no plan for Southbound exit. Monroe Township is asking for cost share due to the benefit to the Borough. C/P Viker stated that after reviewing the map, the proposed traffic light is not in Selinsgrove. C/P Neff stated that the maintenance needed for a traffic light is not in line with what Monroe Township is proposing the cost to be.

Pres. Rudnitsky asked Council for a response to the letter about the traffic light.

C/P Hendricks motioned that Monroe Township be advised that the Borough is not interested in participating.
C/P Viker seconded the motion.

AYES: SIX (6) NAYS: NONE MOTION CARRIED.

C/P Viker stated that when administrators have a disagreement it is not inappropriate to elevate the question to Council, but that the fourth car should be kept for the police department. He noted that if the Chief says it's useful, then it is useful. It may not always be in use or always be needed, but when it is, then it's available.

PARKS AND RECREATION BOARD – Shane Hendricks, Chairman

C/P Hendricks stated that the weather with the warmth and the high sun took its toll on the ice at Little Norway II. He added that from here forward, it's going to be hit or miss whether there will be any ice skating at all. He's hopeful for subfreezing temperatures on Friday night and that it will be ready again for Sunday evening. It will be open as much as possible. It was well attended for the last three days.

PLANNING COMMISSION – Pete Carroll, Chairman

Mgr. Williams stated that minutes were unavailable, so he provided a copy of the agenda. He stated that the school district sent a professional engineer from Livic Civil to discuss the proposed kitchen addition and additional off street parking and the construction of additional tennis courts.

Mgr. Williams noted that Planning Commission also began to look at the expansion of the Central Business District. Members were presented with a matrix of permitted uses in the Central Business District, Commercial District, and Residential Commercial District.

Meeting agenda, Wednesday, January 16, 2019 was received.

ZONING HEARING BOARD – Cyril Runkle, Chairman – no report

CIVIL SERVICES COMMISSION – Dalton Savidge, Chairman

Examination to establish a new eligibility list for Police Officer to be proctored on 2/09/2019.

SHADE TREE COMMISSION – Bo and Joan Fasold

Meeting Minutes of Thursday, January 17, 2019 were received.

BOROUGH ADMINISTRATIVE REPORTS:

MAYOR – Jeff Reed

Presentation of the Police Report for November 2018 – copy provided

Mayor Reed stated that Officer Kuhns is resigning to pursue an opportunity with the Pennsylvania State Police. He would like to acknowledge and thank him for his service during his time with the Borough.

C/P Viker asked Mayor Reed if moving Chele' Weaver to the Police Station full time has been helpful. Mayor Reed responded that it has been positive for all parties.

BOROUGH SOLICITOR – Robert Cravitz, Esq.

Authorize signatures on Resolution 2019-03 adopted on January 7, 2019:

Solicitor Cravitz stated that Resolution 2019-03 deals with ESCRA's Act 537 Study and that it had been adopted at the January meeting. He noted that he added that the adoption was contingent upon the beginning of negotiations within ninety (90) days, as per the motion made at the time of adoption. He also added that he received a letter from Monroe Township stating that they were tabling the approval of the Study until revisions could be made to the Municipal Agreement, ESCRA's Rules and Regulations, and other issues. Solicitor Cravitz stated that they seem to have similar concerns as the Borough did, but that they were taking an alternate path to begin the negotiations.

Motion made by C/P Viker to authorize signatures on Resolution 2019-03. Motion Seconded by C/P Neff.

AYES: SIX (6) NAYS: NONE MOTION CARRIED.

Solicitor Cravitz added that it would be a good idea to put the Borough's concerns in writing so that they are not superseded by Monroe Township's concerns.

BOROUGH ENGINEER

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

- ARC Grant – Local Access Road Project on Industrial Park Road
- Water Line Replacement on Industrial Park Road
- SASD – Attend Planning Commission meeting re: Informal Sketch Plan

Update on pending projects – Larson Design Group

- Attended Selinsgrove Municipal Authority meeting with the Susquehanna River Basin Commission
- Provided professional services agreement to SMA for emergency generator at Well No. 4

BOROUGH TREASURER – Sharon Badman

Approve Financial Balances Report for Month of January 2019 – provided at meeting

Mgr. Williams stated that there is work being performed to document approval of the bills. He also asked for one more month to work on the year-end financial report.

Provide Articles for March 2019 Newsletter (deadline 2/15/2019)

BOROUGH MANAGER / SECRETARY – Paul A. Williams

Manager's Monthly Activity Report

Mgr. Williams stated the Public Works department spent the beginning of January retrieving and mulching Christmas trees. He stated that there was a proclamation adopted in advance of the winter storm on January 19 because the Governor also declared a state of emergency. Recently, the Public Works department has been dealing with the winter road conditions.

Mgr. Williams stated that on January 24, the Municipal Authority hosted a meeting with the Susquehanna River Basin Commission. He stated that they have softened their stance on their previous terms and timelines. During the meeting, it was learned that Well No. 3 was put into use in the early 1980s and the Susquehanna River Basin Commission was created in the 1970s, so Well No. 3 could not be recognized as being grandfathered.

Consider Retainer for on-going Special Engineering Services by Larson Design Group:

Mgr. Williams stated that Larson Design Group is looking for a more formal working relationship with the Borough. The retainer is not asking for any money up front, but is clarifying what a potential scope of services would be and to establish a legal frame of reference should the Borough choose to use them for future projects.

C/P Neff stated that the Borough uses John Coukart as the main engineer in terms of two years. As secondary engineer for special projects, C/P Neff questioned whether Larson Design Group could change prices via retainer in between renewals. C/P Viker stated that they could because the Borough can choose not to use them at any point because there is no contract. C/P Hendricks added that the Borough began using Larson Design Group due to the fact that water and sewer is not in Coukart's wheelhouse.

Solicitor Cravitz stated that the document just outlines what Larson Design Group can charge the Borough if the Borough should choose to use their services.

C/P Hendricks motioned to authorize entering into the professional services agreement with Larson Design Group. Seconded by C/P Owens.

AYES: SIX (6) NAYS: NONE MOTION CARRIED.

Statements of Financial Condition due May 1, 2019 (previously provided)

Note: PSAB 107th Annual Conference – June 9-12, 2019 – Hershey Lodge

ZONING ACTIVITY FOR JANUARY – Lindsey Brouse

Update of zoning and sign permits issued – see attached

EASTERN SNYDER COUNTY REGIONAL AUTHORITY – Dan Kiesinger, appointed representative

Meeting Minutes from Wednesday, December 19, 2018 were received.

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

SELINGSGROVE MUNICIPAL AUTHORITY

Meeting Highlights from January 24, 2019 re: Susquehanna River Basin Commission (minutes unavailable)

NEW BUSINESS

COUNCIL MEMBERS

Pres. Rudnitsky stated that there has been a collaboration between Penn State, Selinsgrove Borough Council, SEDA-COG, Susquehanna University, and Chesapeake Conservancy to develop a pre-designed plan focused on enabling Selinsgrove to address the dynamic it faces: a limited and declining tax base, the need to protect its historic identity, and increasing flood impacts from both the Susquehanna River and smaller local waterways. The project has received a \$250,000.00 grant from Penn State University. Students were going to come on January 31 from Penn State, but the trip was cancelled due to the cold weather. The trip is going to be rescheduled. Approval is sought to send a letter of endorsement for this collaborative.

C/P Viker motioned to approve a letter of endorsement. Seconded by C/P Hendricks.

AYES: SIX (6) NAYS: NONE MOTION CARRIED.

MAYOR

OTHERS

Mgr. Williams stated that the library will be hosting Putting Fore Pages, a fundraiser with an 18-hole miniature golf course as well as a special adult night on March 8 and 9.

ADJOURNMENT

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

AYES: SIX (6) NAYS: NONE MOTION CARRIED.

The meeting adjourned at 8:17 P.M.

Respectfully submitted by

Lindsey Brouse
Recording Secretary