

**SELINGSGROVE BOROUGH COUNCIL MEETING**

**Monday, March 2, 2020 – 7:00PM**

**COUNCIL MEMBERS PRESENT:** President Marvin Rudnitsky, V/P Richard Mease, C/P Sara Lauver, C/P Bobbie Owens, C/P Christopher Kalcich, C/P Grant Neff, C/P Erik Viker

**OTHERS PRESENT:** Borough Treasurer Sheri Badman; Solicitor Bob Cravitz; Junior C/P Anna Gephart; Mayor Jeff Reed; Recording Secretary Carrie Briggs; Chamber of Commerce, Paul Donecker; SU Students, Madeline Lanning, Grace Tesoro, Sophia Ip, and Jeremy Richards; DH&L Fire, Monte Anders; DH&L Fire, Jason Kaufman; SPI, Carol Handlan; Sara Maul; Pat Owens; SU SGA, Larry Czeponis; Matt Sauers; Recruiting Assistant for U.S. Census, Ted DiCola; Speaking on behalf of Wally Harpster, Pete Stockett; Wally & Judy Harpster; SU, Mike Coyne; CK-COG, Jim Emery; Jay & Marsha Lemons

**CALL MEETING TO ORDER:** Pres. Rudnitsky called the meeting to order at 7:00PM. Treasurer Badman called roll and acknowledged a quorum, followed by a moment of silence or prayer and the Pledge of Allegiance.

President Rudnitsky announced that the members of the student body from Susquehanna University in attendance wish to audio record the meeting. The recording is allowed and is being announced to make the public aware.

**REVIEW AND APPROVAL OF COUNCIL MINUTES FROM February 3, 2020:**

C/P Neff made a motion to accept the minutes as written. C/P Mease seconded.

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

**REVIEW AND APPROVAL OF COUNCIL MINUTES FROM February 11, 2020:**

C/P Neff made a motion to accept the minutes as written. C/P Mease seconded.

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

**RECESS MEETING TO PUBLIC HEARING AT 7:04 P.M. TO RECEIVE PUBLIC INPUT INTO ADOPTING ORDINANCE NO. 844.**

The ordinance deals with re-zoning the parcel known as Rotary Field for open space. The space which has been open for many years is currently zoned as residential. The ordinance would change the zoning designation to open space. Discussion was opened by Pres. Rudnitsky, but there were no public comments or comments from Council. Public hearing closed at 7:05 P.M.

Pres. Rudnitsky advanced on the agenda, with permission from fellow Council Members:

**PERSONNEL MANAGEMENT COMMITTEE – Sara Lauver, Chairman**

C/P Lauver presented the report regarding the offer of employment for the Borough Manager position to the top candidate. The offer letter was provided to all of Council to review the terms. Lauren Martz would begin work March 3, 2020 at a rate of \$38.4615 (\$70,000/year). March 9, 2020 through May 12, 2020 hours would be part-time while she finishes a class she is taking. She would begin full-time employment on May 13, 2020 at the rate of \$39.8352 (\$72,500/year). After six months of a successful probationary period, starting November 14, 2020 the rate will increase to \$41.2088 (\$75,000/year). C/P Lauver made a motion to hire Lauren Martz in accordance with the terms and conditions outlined in the offer. C/P Viker seconded the motion.

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

Pres. Rudnitsky spoke a bit about Lauren. She is from Bloomsburg and has served in administrative positions including manager with a total of nine years in municipal management. She is a Magna Cum Laude graduate of Moravian College. Lauren is currently working on her MBA through Bloomsburg University. Lauren thanked Council for the opportunity and spoke a bit about herself. Borough Manager, Lauren Martz, took her seat at the Council table.

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

**DH&L Fire Company:** Asst. Fire Chief, Jason Kauffman, gave the February fire report. DH&L responded to 17 fire rescue incidents with six of them being in the Borough. The Fire Co. has several fundraisers coming up. Saturday, March 7, 2020, the annual banquet is to be held. An invitation was extended to Council if any C/P would like to attend. Jason just needs the RSVP as soon as possible. The event will be at the Susquehanna Valley Country Club beginning at 6:00PM and the guest speaker will be Fred Keller. Saturday, March 21, 2020 will be the concert fundraiser at the DH&L Fire Company.

An apparatus replacement committee has been established for the procurement of a new aerial unit. This will be a several year project, but the committee is starting the initial stages of the process now.

**DH&L Ambulance League:** No report

**Selinsgrove Projects, Inc.:** C/P Lauver mentioned the façade grant program is accepting applications through March 27, 2020. Selinsgrove Projects Inc. authorized up to \$20,000 in new funding for 2020 projects. For more information visit [www.selinsgrove.net](http://www.selinsgrove.net) (under Know the Grove, 2020 Façade Grant). Applications will also be available at the Borough Office as of March 3, 2020.

**Selinsgrove Chamber of Commerce:** No report

**SARI (Pool):** C/P Mease provided January meeting minutes. He reported that the spring projects are in progress and there will be a more detailed report at April's Council meeting.

**Selinsgrove Flood Task Force:** There were meeting minutes provided from February 12, 2020. The Borough is offering the elevation certificate program through Rudy Gelnett. The Borough will pay the cost of the elevation certificate for owner occupied properties in the 100-year floodplain until allotted funds are exhausted. The CRS recertification acknowledgement was received allowing Selinsgrove Borough to remain at a Class 7 designation. This recertification allows residents to maintain the 15% discount on flood insurance.

**OTHER PERSONS TO BE HEARD – Public Comment Period:**

Ted DiCola, Recruiting Assistant for Snyder County in representation of the U.S. Census Office, is a retired school teacher from Shikellamy School District working temporary/part-time during this census year. Ted is here to let everyone know that 2020 is a census year. By law, it is part of our constitution in Article 2, every man, woman, and child is to be counted where they live on April 1, 2020, one time only. This practice started back in 1790 taking place every 10 years. The complete count is important because federal dollars by the billions are distributed to the local communities like Selinsgrove through federal grants. Each community receives money for things like roads, bridges, other infrastructure, early childhood education, health care, etc. To get this counting job done, Selinsgrove Borough will need dozens of census enumerators. This year will be the first year everything will be done digitally. By mid-March residents will receive a postcard in the mail asking them to go online and enter the household static questions related to the count (10 questions). If a resident does not respond to that, then the

enumerators will come out into the neighborhood to get these counts. The importance is to count every person in town. Ted attended the meeting to discuss the need of census enumerators. Selinsgrove Borough's federal funding depends on these counts for the funding over the next 10 years.

Pete Stockett spoke on behalf of Wally and Judy Harpster, as a friend and former business partner. Wally & Judy purchased a lot and are working to build a house at 812 N. Orange St. Mr. Stockett presented information on behalf of the Harpster's as to the details prior to purchase up to current day of additional fees to build on the purchased lot. Mr. Stockett's request was to provide the Harpster's with some help on getting a better handle and understanding on the costs, so perhaps, they will come down significantly. Pres. Rudnitsky asked if the Harpster's were aware the lot was part of a sub-division. Mr. Harpster joined the discussion and stated they were aware it was a sub-division, but were not aware of what that meant as far as the lateral. He asked about the connection fees and permit fees associated with the borough requirements. The previous Borough Manager, Paul Williams, provided the fee amount of \$2750 for connection and permitting. Pres. Rudnitsky pointed out these are the fees not the construction cost. Mr. Harpster stated he wasn't told about needing a lateral. C/P Viker asked questions about the expenses provided on a letter provided by Mr. and Mrs. Harpster. Mr. Stockett stated those were provided by the builder. C/P Viker stated these would be related to site preparation costs and not connection or permit fees. The \$2750 is the tapping fee to the water and sewer in the Borough. The other associated costs would be dependent on the free market and quotes of builders.

#### **COMMITTEE / COMMISSION / BOARD REPORTS:**

##### **FINANCE & BUDGET COMMITTEE – Bobbie Owens, Chairman**

- 1) **Payment and Ratification of Bill:** C/P Owens presented the bills for review and motioned for the bills to be paid. Seconded by C/P Neff.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

- 2) **Statewide Tax Recovery, Inc. /Berkheimer– Exoneration Request:** None at this time
- 3) **Award 2020 Borough Cleanup:** The only bidder for the February 25, 2020 bid opening was Hometown Disposal.

Item #1: 2 Packer Trucks with driver and operator = \$212.00 per ton;

Item #2: 20yd container (price per pull and ton) = \$150.00 per pull; \$50.00 per ton

C/P Owens made the motion to award the bid tabulation dated February 25, 2020 to Hometown Disposal for Borough Cleanup. Seconded by C/P Kalcich.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

- 4) **GELNETT REQUEST:**

- a) SPI has requested \$350 for the 2020 downtown Christmas lights. C/P Owens made a motion to grant the \$350 Gelnett request for Selinsgrove Projects Inc. to purchase Christmas lights for the 2020 downtown decorating season. Seconded by C/P Viker.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

- b) The REC has made a revised request for Gelnett funds totaling \$14,950 in order to purchase the necessary Commercial Grade Range Hood to complete the commercial kitchen and provide adequate fire suppression systems. The REC received two additional estimates after the February meeting. This request is so the REC can become more self-sufficient and sustainable with their finances. The certified commercial kitchen will allow them to be able to rent the space with use of the kitchen. This would create a revenue source which would reduce the amount of requests from the REC in the future. C/P Owens made a motion to

grant \$14,950 from Gelnett for the completion of the commercial range hood system. Seconded by C/P Lauver.

Discussion: C/P Viker voiced concern on the request for such a large amount of money to help generate revenue. C/P Lauver spoke about her reason to second. She stated the request at the lower amount was more appealing since this will be a revenue generator increasing financial sustainability and decreasing the REC's Gelnett requests in the future. C/P Viker would like assurance that the requests for funds will be significantly less. C/P Kalcich, directly oversees the kitchen at the REC, mentioned the kitchen would be able to be used during REC hours for in house preparation and less purchasing of pre-packaged foods. For the summer program, there are a lot of meals from outside sources brought in. This kitchen would allow more cost effective, healthier meals to be prepared on site for the children in the program.

Pres. Rudnitsky and C/P Kalcich abstained from the vote.

**AYES: THREE (3)** Mease, Owens, Lauver      **NAYS: TWO (2)** Viker, Neff      **MOTION CARRIED**

**PUBLIC FACILITIES & SERVICES COMMITTEE – Grant Neff, Chairman:** No report

**BOROUGH ADMINISTRATION / PROPERTY & EQUIPMENT COMMITTEE – Christopher Kalcich, Chairman:** No report

Pres. Rudnitsky offered accolade to C/P Kalcich for making the Dean's List his first semester at Susquehanna University.

**COMMUNITY ACTIVITIES AND PUBLIC AFFAIRS COMMITTEE – Richard Mease, Chairman:**

Two temporary road closure requests. Both were already pre-approved at the January, 2020 meeting.

- 1) TaTa Trot on Saturday, July 11, 2020 from 8:30 AM – 10:00 AM. The Fire Police and the Police Chief have been notified. The same course as years passed with be utilized. C/P Mease made a motion to grant the temporary road closure request. Seconded by C/P Viker.

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

- 2) 13<sup>th</sup> Annual Hops, Vines, and Wines Festival has made the request to close University Avenue from Broad Street to Pine Street on Saturday, July 18, 2020 from 6 AM – 8 PM. C/P Mease made a motion to grant the temporary road closure request. Seconded by C/P Viker.

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

**PUBLIC SAFETY COMMITTEE – Erik Viker, Chairman:** No report

**PLANNING COMMISSION – Janet Powers, Chairman:**

- 1) Revisions to the Sign Ordinance: C/P Owens asked Matt Sauer, in attendance, if he would like to say anything about the Sign Ordinance since he has been working on it with Planning. Matt requested that Council grant the Solicitor permission to advance the working revised Sign Ordinance, containing detail on LED signs and temporary sandwich style signs, for public review. C/P Owens made a motion to authorize the Solicitor to prepare the ordinance updating the sign regulations for the Borough of Selinsgrove. Seconded by C/P Neff.

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

- 2) Time extension request: Council will need to take action on the request for time extension for the Shaffer Tract Reconfiguration. Jim Grose attended the Planning meeting on behalf of the

Shaffer's to request the extension. Some of the legal documents that the Borough Engineer was asking were not quite ready and Planning found no reason not to grant the extension.

C/P Owens made a motion to grant the 60 day requested extension. Seconded by C/P Viker.

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

**ZONING HEARING BOARD – Cyril Runkle, Chairman:** No report

**CIVIL SERVICE – Dalton Savidge, Chairman:** Recommendation to amend Act 120: Application Requirements

Treasurer Badman presented the recommendation and explained application would need to be made for a grant to pay a portion of the costs for any officer joining the Borough Police Department who does not already have the Act 120 requirement and would need to be trained. C/P Viker asked Mayor Reed if Chief Garlock is in support of the change. Mayor Reed replied that it was the Chief's suggestion in order to increase the applicant pool. C/P Viker moved to accept the proposed change. C/P Neff seconded.

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

**SHADE TREE COMMISSION – Bo and Joan Fasold:** Agenda from the 2/20/20 meeting provided

**PARKS & RECREATION – Vacant:** No report

**BOROUGH ADMINISTRATIVE REPORTS:**

**MAYOR – Jeff Reed:** Presentation of the Police Report for January, 2020. No further report.

**BOROUGH SOLICITOR – Robert Cravitz, Esq.:** Solicitor Cravitz presented the draft of Ordinance 846 pertaining to the Civil Service Commission recommendation for changing the minimum years of service to take the exam for promotion to Sergeant at the Selinsgrove Police Department as discussed at the January 6, 2020 Council Meeting. He stated this change has been advertised and is ready for enactment tonight.

C/P Viker moved that Council adopt Ordinance 846. Seconded by C/P Neff.

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

Solicitor Cravitz mentioned he also has discussion for the Executive Session regarding the ongoing litigation.

**BOROUGH ENGINEERS:**

- 1) Coukart & Associates, Inc. – Treasurer Badman discussed the 2020 Capital Projects listing included in the Council packet. One of the projects that is currently being looked at is getting financial participation from UGI due to the amount of cuts in Eighth Street and Penn Street. A letter was sent out on February 24, 2020 to Sr. Supervisor of UGI Operations, Matthew N. Gordner, requesting from UGI both a project schedule and confirmation to compensate the Borough for the resurfacing work. C/P Neff will request a meeting of the Public Facilities and Services Committee to discuss the 2020 Capital Projects.
- 2) Larson Design Group – No updates

**BOROUGH TREASURER – Sharon Badman:**

- 1) Review Treasurer's Report for the month of February, 2020.  
C/P Viker made a motion to accept the Treasurer's Report. C/P Neff seconded.

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

- 2) March Newsletter: Changes to be made will include an informational paragraph about Lauren Martz, the new Borough Manager. C/P Owens requested an addition to the newsletter and the website discussing the upcoming 2020 Census.
- 3) Friday, April 24, 2020 is the United Way "Day of Action". There is a lot going on in the Borough to get involved.

**BOROUGH MANAGER / SECRETARY – Sharon Badman, Assistant Borough Manager, gave the report.**

- 1) PSAB Annual Conference, June 7-10, 2020 at the Hershey Lodge – reminder for any Borough Council Member who can attend to take advantage of the opportunity and information provided

**ZONING – Lindsey Brouse:** No Zoning Hearing Board Meeting in March.

**EASTERN SNYDER COUNTY REGIONAL AUTHORITY – Dan Kiesinger & Shane Hendricks, Delegates:**

President Rudnitsky stated Shane Hendricks asked to speak with the Council in Executive Session about ESCRA. Mr. Hendricks presented the public portion to include presentation of the draft minutes. He informed that ESCRA would like to have a working session to discuss the changes to the service agreement. They would like to discuss the things they would like to see changed. They are asking for two members of each participating Municipality's Council to come to the session without Solicitors. The outcome would be to pull out the shortcomings of the proposed service agreement and take the information back to their governing bodies to get things resolved.

**NORTH-EASTERN SNYDER COUNTY JOINT AUTHORITY – Dianne Mengel:** No report

**SELINGSGROVE MUNICIPAL AUTHORITY – Tim Charles, Chairman:** Minutes provided from the February 13, 2020 meeting.

**NEW BUSINESS:**

**COUNCIL MEMBER –** C/P Lauver asked about the status of the Food Truck Ordinance. C/P Neff stated with the change in committee members and change of Borough Manager in the New Year discussion was on hold. C/P Viker requested confirmation that in the absence of any action taken, food trucks may operate within the confines of the Borough without repercussion.

**MAYOR –** No comments

**OTHERS –** No comments

**RECESS TO GO INTO EXECUTIVE SESSION – 8:22 PM:** No action was taken.

**RECONVENE TO PUBLIC SESSION – 8:44 PM**

C/P Viker made a motion to direct the Solicitor to send a letter to all of the relevant parties in complete support of the letter from February 27, 2020 sent by Bo Hoffman, on behalf of Monroe Township, about the ESCRA service agreement. Specifically, trusting the Solicitor knows what he means by full and complete support; every point made in the letter should be in Selinsgrove Borough's letter. Seconded by C/P Owens.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

C/P Neff made a motion to adjourn. Seconded by C/P Viker.

**AYES: SEVEN (7)**

**NAYS: NONE**

**MOTION CARRIED**

Respectfully Submitted by:  
Carrie A. Briggs  
Recording Secretary