

SELINGSGROVE BOROUGH COUNCIL MEETING

Wednesday, March 25, 2020 – 6:00PM

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

Absent: C/P Erik Viker

OTHERS PRESENT: Borough Manager/Secretary Lauren Martz (via phone); Borough Treasurer Sheri Badman; Solicitor Bob Cravitz; Mayor Jeff Reed; Brandon Ulrich, Brian Barto, Brian Hipple all of DH&L Ambulance; Marcia Moore, Daily Item; Chief Tom Garlock

CALL MEETING TO ORDER: Pres. Rudnitsky called the meeting to order at 6:00PM. Treasurer Badman called roll and acknowledged a quorum.

DH&L Fire Chief, Brandon Ulrich presented a review of the box cards and response assignments submitted to Central Susquehanna Regional 9-1-1. Per Pennsylvania Act 7 of 2008, municipalities are responsible to provide fire suppression to the citizens of their community.

C/P Neff made a motion to accept the box cards. Seconded by C/P Owens.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

President Rudnitsky signed the reviewed box card submissions granting the Central Susquehanna Regional 9-1-1 to place the proposed responses into service.

COMMITTEE / COMMISSION / BOARD REPORTS:

FINANCE & BUDGET COMMITTEE – Bobbie Owens, Chairman

- 1) **Gelnett Request:** DH&L Ambulance League, urgent matter with an ambulance down due to a catastrophic fail on a Department of Transportation Inspection. Brian Barto has been working with a local bank prior to the COVID-19 Pandemic. A used ambulance unit has been located in Virginia at the cost of \$48,000. It does fit a replacement schedule to fit in to service as soon as it is received. DH&L Ambulance League has \$16,000 in reserve to put toward the unit and a Gelnett Fund Request was submitted in the amount of \$25,000. DH&L and the bank are having difficulty getting a line of credit set up to purchase the unit due to the current work from home situations many are in with the current COVID-19 pandemic.

C/P Owens made a motion to provide \$25,000 of Gelnett Funds to assist in purchasing the unit. Seconded by C/P Neff.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

There is a \$7,000 gap in pricing which would still be needed. C/P Owens made a motion to take \$7,000 from the General Fund as a donation to the DH&L Ambulance in order for them to have what they need to purchase the unit. Seconded by C/P Neff.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

- 2) **Award 2020 Borough Cleanup:** Due to the COVID-19 Pandemic there is a question on how to handle Borough Cleanup. Per Sheri, Jesse from Hometown Disposal requested a postponement under the current circumstances. Sheri will have Roger check with Jesse to see if moving it to the Fall works at the same contracted price. C/P Neff made a motion to postpone the Borough Cleanup set for April 6 & 7 to a later date to-be-determined. Seconded by C/P Owens.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

- 3) **Water Bills:** Sheri suggested the water readings take place. Out of the approximately 2000 meters being read approximately 100 do not have reading capability from a remote scan outside of the building/dwelling. For any of the approximately 100 that cannot be read, an estimated bill will be issued. With no motion made to adjust the due date, the May 20, 2020 due date will remain.

MAYOR – Jeff Reed:

- 1) C/P Neff made a motion to adopt Resolution 2020-04 to extend the Declaration of Emergency for the COVID-19 Pandemic. Seconded by C/P Lauver.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

- 2) Mayor Reed requests an approval to hire Part-Time Officer, Nathan W. Fisher. C/P Neff made a motion to hire Nathan Fisher as a Part-Time Officer. Seconded by C/P Kalcich. President Rudnitsky asked about the salary. Chief Garlock would like to start Officer Fisher at the probationary officer rate. C/P Neff and C/P Kalcich amended their motions to include the salary at the probationary rate in the amount of \$49,179.73 annually.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

- 3) Chief Garlock presented his briefing on the steps taken with the current COVID-19 Pandemic.
- 4) Chief Garlock discussed current enforcement of the Governor’s mandates.

BOROUGH MANAGER / SECRETARY – Lauren Martz

- 1) Consideration of adopting the Memo for Coronavirus & Flu Prevention
Solicitor Cravitz stated Derrick Shambach, at the county level, advised to keep track of any related hours noted as administrative leave for such events as there may be reimbursement in the future for the national disaster.

C/P Neff made a motion to approve the Borough Manager’s Memo for Coronavirus & Flu Prevention as written. Seconded by C/P Lauver.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

- 2) For the duration of the disaster, regarding the COVID-19 Pandemic, the recommendation to establish work teams for Administration and Public Works staff was proposed to avoid everyone in the workplace being exposed to the virus if an employee were to be exposed or become ill. Administrative staff reporting to the Borough Manager will work from home part of the week. Public Works employees would be on administrative leave. When not working, all staff will be on call and available at a moment’s notice to get jobs done if necessary. Public Works will continue to get paid with the administrative leave hours being logged with the hope to apply for disaster relief reimbursement. Administration hours will be logged as well when staff is working from home. If a team is exposed to the virus they will be quarantined at home until they are deemed safe to return to work. Work stations will be cleaned between teams to reduce exposure.

C/P Owens made a motion to approve the establishment of work teams to coincide with the duration of the proclamation of emergency for the Borough. Seconded by C/P Neff.

AYES: SIX (6) NAYS: NONE MOTION CARRIED

- 3) C/P Owens asked Manager Martz if there is anything needed to be capable of digitally connecting to keep necessary public meetings/communications going. She mentioned the example of Zoom. Is there anything needed for a work from home situation? Do we need VPN? C/P Owens made a motion to allow the Borough Manager to take action on any IT related expenses up to \$2500 to set up VPN, Zoom Accounts, or whatever is need to keep the Borough Administration up and running remotely. Seconded by C/P Mease.

AYES: SIX (6)

NAYS: NONE

MOTION CARRIED

NEW BUSINESS:

COUNCIL MEMBER – C/P Neff made a motion to cancel the April 6, 2020 regularly scheduled council meeting. Seconded by C/P Lauver.

AYES: SIX (6)

NAYS: NONE

MOTION CARRIED

C/P Owens made a motion to authorize the Borough Treasurer to pay the April bills to avoid penalties. Seconded by C/P Mease.

AYES: SIX (6)

NAYS: NONE

MOTION CARRIED

MAYOR – No comments

OTHERS – Treasurer Badman asked Council to consider the 2020 Street Programs. UGI is acknowledging the responsibility of the work they have done.

C/P Neff made a motion to accept the 2020 Street Program not to exceed the budgeted amount. Seconded by C/P Owens.

AYES: SIX (6)

NAYS: NONE

MOTION CARRIED

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

AYES: SIX (6)

NAYS: NONE

MOTION CARRIED

ADJOURNMENT – 7:12 PM

Respectfully Submitted by:
Carrie A. Briggs
Recording Secretary