

SELINGSGROVE BOROUGH COUNCIL MEETING

Monday, July 6, 2020 – 7:00PM

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

OTHERS PRESENT: Borough Manager/Secretary, Lauren Martz, Borough Treasurer Sheri Badman, Solicitor Bob Cravitz

Absent: Mayor Reed

Roll was taken for Call-In Participants: Deputy Zoning Officer Lindsey Brouse; DH&L Fire, Jason Kaufman; Brett Shambach; Kelly Feiler; Jim Gross; Nathan Morgan

CALL MEETING TO ORDER: Pres. Rudnitsky called the meeting to order at 7:00PM. This meeting was held virtually using both phone in and online participant capabilities. Secretary Martz called roll and acknowledged a quorum followed by President Rudnitsky calling for a moment of silent reflection and the leading of the Pledge of Allegiance.

REVIEW AND APPROVAL OF COUNCIL MINUTES FROM May 4, 2020:

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

GOVERNMENT / NON-GOVERNMENTAL AGENCIES TO BE HEARD:

DH&L Fire Company: Asst. Fire Chief, Jason Kauffman, spoke via phone providing the June fire service reporting. There were 20 incidents. There is a bid out for the sale of a fire boat. Bids will be opened on July 13, 2020. Two fundraising events have been held at Selinsgrove Ford to support the Fire Company and a grant due to Covid-19 is being looked into to recoup needed funds.

DH&L Ambulance League: No report

Selinsgrove Projects, Inc.: No report

Selinsgrove Chamber of Commerce: May Zoom Meeting minutes provided.

SARI (Pool): C/P Mease, President of the Pool Board, reported the pool opened Friday, July 3, 2020 with 138 patrons on the first day. Patrons are complying with the CDC requirements which are posted at the entrance and throughout the property. The slides and diving boards are not open. He encouraged the council members to come up for a visit. C/P Lauver asked about fundraising for the upcoming projects. C/P Mease stated nothing has been started yet, but the Board is working to get final numbers for the necessary repairs.

Selinsgrove Flood Task Force: No report. Treasurer Badman reported that the Task Force did ask for funds for the elevation certificates. There is only \$100 left in funding for the owner occupied, no cost elevation certificates. There have been seven applicants at \$700 each. The original funding was for \$5000.

C/P Lauver asked for more information about the importance of the certificate. Secretary Martz explained that Selinsgrove Borough is unique in the fact that they offer this program which allows for owner occupied homes to qualify to get this type of certificate. The benefits are for further grants to get these homes raised and keep them out of the way of potential flood waters. The homes being protected from flood waters helps both the homeowner and the community against the devastation of flooding. These owner occupied units can also see a drop in flood insurance costs by having this assessment done, raising the home to meet current guidelines, and showing they are out of the way of

flood waters. Two certificates are required for each unit: one prior to the construction and one after showing the home is now out of the way of potential flood water.

C/P Viker made a motion to approve an additional \$5000 from the Gelnett funds to go toward paying the owner occupied flood elevation certificates. Seconded by C/P Owens.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

OTHER PERSONS TO BE HEARD – Public Comment Period: Brett Shambach, a call-in resident, spoke of his concern about a feral cat problem in his neighborhood. The TNR (Trap/Neuter/Release) Program was explained to the caller by the Borough Manager, Lauren Martz. Mgr. Martz will email the caller on July 7, 2020 to set up a meeting to explain the program and discuss options.

COMMITTEE / COMMISSION / BOARD REPORTS:

PERSONNEL MANAGEMENT COMMITTEE – Sara Lauver, Chairman: No report – C/P Lauver spoke about a discussion in the Finance Committee mentioning the potential need for someone to attend the weekly Commissioner Meetings. Secretary Martz will reach out to a representative of the county to introduce herself and build a relationship to begin potential participation and/or conversation when something will be discussed which will affect the Borough of Selinsgrove.

FINANCE & BUDGET COMMITTEE – Bobbie Owens, Chairman

- 1) **Payment and Ratification of Bills:** C/P Neff made a motion for the bills to be paid. Seconded by C/P Viker.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

- 2) **Exoneration Request:** Carlton Samuel who is deceased was billed for taxes 2012 – 2013, \$5.50 for each year for a total of \$11.00. C/P Viker made a motion to exonerate the amount due. Seconded by C/P Neff.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED

- 3) Revenue and Expenditure list for review. C/P Owens stated any questions could be directed to Treasurer Badman.

- 4) **Gelnett Request:** This is \$30,000 for the drop-in program at the REC. The request was never officially made on paper. C/P Owens did some research and the \$30,000 was in the 2020 Borough's approved budget. The REC has not filed any financial statement for 2019 or 2020. The last one provided was August, 2018. President Rudnitsky provided contribution and donation revenues for 2018 (\$250,905) and 2019 (\$138,000) on behalf of Kelly Feiler from the REC. C/P Owens is requesting a detailed budget from the REC as was provided in 2018. Kelly Feiler of the REC was a call-in participant. The Finance Committee has letters of intent from the REC for the necessary financial support, but is requesting official applications to be completed along with the formal paper application for the money requested. A decision for 2020 needs to be made by Council, but in the future the REC will need to make a physical application request. C/P Owens requested Kelly to email the 2019 and 2020 detailed budgets for the REC as well as some explanation of how the funds are to be used. C/P Viker is requesting a narrative as to how the requested money is being spent. He asked if the REC is in debt for the requested \$30,000. Kelly stated the REC has fallen behind \$24,000 in the funds for the summer camp due to the food program where funds were used to help during the pandemic for the families who would participate with the REC. C/P Viker made a motion to approve the \$30,000 pending the requested budget paperwork from the REC at the satisfaction of the Chair of the Finance Committee and the Borough Manager. Seconded by C/P Mease.

C/P Lauver stated that as part of the Finance Committee she has been uncomfortable with the way the Gelnett Applications process has happened since she became part of the committee. At the Finance Committee the topic of the Application process was discussed and in the future the

process will be more transparent and require more supporting documentation as to the usage of the funds requested. C/P Neff mentioned that he is aware the REC used funds provided from Gelnett to provide food to families of other municipalities. He stated Gelnett is for the Borough residents only. C/P Viker stated requests in the past have gone to benefit students in the Selinsgrove Area School District which does include other municipalities.

C/P Neff wanted to share something that has stuck with him over the last several years since he joined Council concerning the issuing of funds from the Gelnett Trust. The Council previously denied a request from the Snyder County Sheriff's Office to get a patrol dog because they felt that request did not fully benefit the Borough of Selinsgrove, solely.

There will be a review of the application and the application process to make the entire process more transparent going forward.

AYES: FIVE (5)

NAYS: NONE

MOTION CARRIED

Abstained: President Rudnitsky and C/P Kalcich

PUBLIC FACILITIES & SERVICES COMMITTEE – Grant Neff, Chairman:

A request was made to put a stop sign at the alley of Bough Street and Strawberry Alley. Discussion was had as to why this alley intersection and not all other intersections. The current law states:

§ 3344. Emerging from alley, driveway or building.

Unless otherwise directed by official traffic-control devices erected in accordance with provisions of Subchapter B of Chapter 31 (relating to traffic-control devices), the driver of a vehicle emerging from an alley, building, private road or driveway within an urban district shall stop the vehicle immediately prior to driving onto a sidewalk or onto the sidewalk area extending across the alley, building entrance, private road or driveway or, in the event there is no sidewalk area, shall stop at the point nearest the street to be entered where the driver has a view of approaching traffic.

C/P Owens mentioned this is a busy alley with businesses. In order to add a new stop sign to an intersection, an ordinance amendment must be done. C/P Neff made a motion to start an ordinance amendment to place a stop sign at the corner of Strawberry Alley and Bough Street. For lack of a second, this motion died, but discussion continued on the potential need for stop signs in the business district. A new motion was given by C/P Neff to have the Public Works Supervisor review where potential problem areas may be in need of a stop sign. C/P Viker seconded and offered an amendment to add the Police Chief in the review of these areas as well.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

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

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

C/P Mease presented a proposal for an application for a public firework display permit. He saw a potential change on the second page for a typo (the word bonafide was missing the "f"). C/P Mease made a motion to accept the application for public firework display permit. Discussion was had as to some other considerations to include in the application. The expense the Borough would incur due to allowing an event could be included on the permit application. President Rudnitsky suggested a deposit. C/P Viker mentioned a statement of "amount not to exceed" should be included on the form. C/P Viker seconded the motion upon the amendment to state "contingent upon the changes discussed". C/P Neff had a question about what kind of display would be occurring. Solicitor Cravitz stated the ordinance is very specific with what is permitted and expected.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

C/P Mease made a motion to formally accept the application of Susquehanna University to hang their "Welcome Home" banner across Market Street. This was pre-approved in January as an annual event. Seconded by C/P Owens.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

PUBLIC SAFETY COMMITTEE – Erik Viker, Chairman: No report

PLANNING COMMISSION – Janet Powers, Chairman: No report; Meeting minutes provided from June 17, 2020.

Resolution 2020-07: Planning Commission has recommended that Council approve Scott Shaffer's Request for Reconfiguration of Tracts.

C/P Neff made a motion to follow the recommendation of the Planning Commission and approve Resolution 2020-07. Seconded by C/P Mease.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

ZONING HEARING BOARD – Cyril Runkle, Chairman: Secretary Martz mentioned the zoning and flood ordinance violation issues at the lot located at 30 S. Water Street. She stated Solicitor Cravitz and Deputy Zoning Officer Lindsey Brouse both sent letters to the owner of that property informing them that the property is in a floodway and the impromptu camp ground is out of compliance. The fence was built without a permit and is not break-away. There are other items (shed, port-a-john, other items) in question as well. Campgrounds may be allowed to be by the rivers and streams, but approvals are needed, as well as an escape plan when in the floodway. The risk of flash flooding is higher, and increases the risk of damage to the surrounding properties in the area if this does not get remedied. C/P Viker asked if there is a way to approve the plan and allow the land owner a way to use the land in this way. Solicitor Cravitz mentioned concern about the liability as well as the potential for FEMA taking away any or all of the NFIP, National Flood Insurance Program. This concern includes the potential loss of the 15% decrease in homeowners flood insurance.

The current status is letters have been sent to the property owner from both Lindsey Brouse, Flood Plain Manager, and Solicitor Cravitz informing the owner of the numerous violations. The owner has 30 days to comply or be faced with daily fines for the violation.

Secretary Martz brought up a resident's interest to have a bee colony in his yard. The resident was checking in to be sure the Borough does not prohibit them prior to getting everything set up. The resident is already an experienced bee keeper and is doing this with his daughter for the education as well as for the sake of the bee population. He anticipates approval with the Department of Agriculture and will be inspected. Solicitor Cravitz and Secretary Martz have looked into this request and see there is no ordinance prohibiting the right to have a bee colony for private, non-commercial use.

Secretary Martz discussed the use of door hangers to notify residents of concerns of property maintenance violations. The door hanger would be left on the door regarding the issue. This is a two part sheet allowing one to be left on the door and one would come back to the office with the Borough Official placing the hanger.

CIVIL SERVICE – Dalton Savidge, Chairman: No report

SHADE TREE COMMISSION – Joan Fasold: No report

PARKS & RECREATION – Vacant: No report

BOROUGH ADMINISTRATIVE REPORTS:

MAYOR – Jeff Reed: Treasurer Badman stated the position for a police officer is currently being advertised. The applications are due by July 20, 2020.

BOROUGH SOLICITOR – Robert Cravitz, Esq.:

Solicitor Cravitz addressed public concern about a very large political sign hanging on a house-front on Market Street across from the Sunoco gas station. Political signs of this type are not prohibited by either the Borough Ordinance or the state sign laws. The state covers political signage in a right-of-way. The Borough has a say in any sign of a commercial nature, any signs of an obscene nature can be evaluated through the obscenity laws, and signs representing freedom of speech cannot be prohibited. There could be further discussion at Planning Commission to provide clear size guidelines for signs and banners on homes as there are at businesses. At this point, there are no size restrictions on signs at a residence. When there are violations to property codes or Penn Dot regulations at the roadway, then signage may require removal or size restriction.

- 1) C/P Neff made a motion to adopt the final draft of Ordinance No. 848 Sign Ordinance. Seconded by C/P Owens.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

BOROUGH ENGINEERS:

- 1) Coukart & Associates, Inc. – no updates on Industrial Park Road; the street program started with patching, milling, and repaving
- 2) Larson Design Group – helping with the grant application for the generator at well #4; the Susquehanna River Basin Commission and Larson Design are assisting on getting well #3 and #4 permitted.

BOROUGH TREASURER – Sharon Badman:

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

BOROUGH MANAGER / SECRETARY – Lauren Martz

- 1) Manager Martz provided her monthly report.
- 2) The door hanger was discussed earlier.
- 3) Borough Clean Up rescheduled for September 14 and 15, 2020.
- 4) The Borough Newsletter will be coming out and outsourced for printing to a company in Berwick since the Susquehanna University Print Shop is currently closed. The company chosen was considerably less expensive than local printers from which quotes were provided.
- 5) Recycling has been going very well with no overwhelming overflow. The soft opening helped.
- 6) Lauren reached out to Penn Dot in response to a concern at the intersection of Sassafras Street and High Street. Tractor trailers are taking the turn, running over the curb, and deteriorating the curb structure. The response from Penn Dot stated the governing body would need to petition Penn Dot to do a study.

C/P Owens made a motion authorizing the Borough Manager to send the letter petitioning Penn Dot to do a study to determine if a certain length of truck can be restricted from turning at the intersection of Sassafras Street and High Street. Seconded by C/P Kalcich.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

- 7) There was discussion of having a social media page. Secretary Martz spoke of the undertaking involved in the social media world. She stated she has done this successfully in other municipalities. Secretary Martz will check into whether our website could be set to automatically update a social media page. The page could be set to accept no comments and leave it as informational only.

ZONING – Lindsey Brouse: Sign and Zoning Permits attached. There is no Zoning Board Meeting in July.

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

- 1) Meeting minutes provided
- 2) Secretary Martz stated she went on a tour of the ESCRA plant the week prior with Greg Pysner. They spoke about grease traps and will work together on the process to keep the reporting of grease traps up-to-date for businesses and commercial entities in Selinsgrove.
- 3) A Multiple Municipality Meeting to discuss ESCRA is scheduled for Wednesday, July 29, 2020 at 6:00 PM at the VFW in Selinsgrove.

NORTH-EASTERN SNYDER COUNTY JOINT AUTHORITY – Shane Hendricks and Dianne Mengel: No report

SELINGSGROVE MUNICIPAL AUTHORITY – Tim Charles, Chairman – No report

NEW BUSINESS:

COUNCIL MEMBER – C/P Kalcich was invited to sit in with the SU Student Census Task Force at Susquehanna University. He stated the task force would like to speak with Council at the next scheduled meeting to discuss ways to unify the town and the University. Treasurer Badman requested something in writing for her to include with each of the Council Member's packets for the next meeting. C/P Lauer wanted to mention Susquehanna's Homecoming and Family Weekend have been cancelled. Antiques on the Avenue is scheduled to still be held on Sunday, July 12th at the Selinsgrove Area Middle School parking lot. SPI is voting on the Market Street Festival at the next meeting in two weeks. Treasurer Badman asked if SPI could update us on any changes to events so they can be included in the August newsletter.

Solicitor Cravitz mentioned that anyone on Council is welcome to attend the ESCRA Meeting on July 29th. In the PSAB Borough News, check out pages 33 and 34 for a breakdown of ACT 511 tax charges.

MAYOR – No comments

OTHERS – No comments

C/P Neff made a motion to adjourn at 8:46 PM. Seconded by C/P Viker.

Respectfully Submitted by:
Carrie A. Briggs
Recording Secretary