

SELINGSGROVE BOROUGH COUNCIL MEETING
Monday, December 6, 2021 – 7:00 P.M.

COUNCIL MEMBERS PRESENT: President Marvin Rudnitsky, V/P Richard Mease, C/P Sara Maul, C/P Bobbie Owens, C/P Erik Viker; C/P Sara Lauver; C/P Chris Kalcich

OTHERS PRESENT: Borough Manager/Secretary Lauren Martz; Mayor Jeff Reed; Solicitor Robert Cravitz; DH&L Fire Jason Kaufman and Jeremy Soper; DH&L Ambulance Brian Hipple; Chamber of Commerce Paul Donecker; C/P Elect Scott Frost; Administrative Assistant Carrie Briggs

Roll was taken for Video Conference (Zoom): Borough Treasurer Sheri Badman; SEDA COG Teri Provost

CALL MEETING TO ORDER: President Rudnitsky called the meeting to order at 7:00 PM. Secretary Martz 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 COUNCIL MEETING ON November 1, 2021:

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

REVIEW AND APPROVAL OF COUNCIL MINUTES FROM COUNCIL MEETING ON November 22, 2021:

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

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

PERSONS TO BE HEARD:

DH&L Fire Company: Jason Kaufman provided the November report which included 38 incidents with no significant fire loss. There will be a Santa Claus drive around event happening two evenings this year: December 20th will be in the Borough and December 21st will be in Penn Township.

DH&L Ambulance League: Brian Hipple, Chief of DH&L Ambulance reported for the month of November. There were 62 emergency calls in the Borough of Selingsgrove.

Selingsgrove Projects, Inc.: No meeting minutes provided.

Selingsgrove Chamber of Commerce: No meeting minutes provided.

Paul Donecker spoke on behalf of the Chamber of Commerce. Saturday, December 4, 2021 there were 50 children who participated in the Stocking Stuffer event and the pet parade has continued to grow each year. Late Shoppers' Night will be held Tuesday, December 7, 2021 from 6:00PM-10:00PM. There will be lots of vendors at the Commons, chestnuts and cider offered by the Boy Scouts, Santa and music at the Commons, the Kind Café, and Isabella's.

SARI (Pool) –Richard Mease: The October 11, 2021 draft minutes provided in November were approved as written. The Degenstein Foundation has committed a significant grant to the Selingsgrove Area Community Pool to help complete phase 2 of the renovations which is the addition of a splash pad in place of the baby pool in 2022. C/P Mease stated this grant commitment will reduce the amount originally requested from the Gelnett Trust. The final numbers will not be known until the electric estimates for phase 2 are complete.

R.E.C.: November 18, 2021 board meeting minutes were provided.

Parks & Recreation Board: Meeting minutes from the November 30, 2021 provided. Manager Martz updated Council on the recent happenings at Little Norway II. There was discussion about when the retrofitting of the LED upgrade will happen to the lights at Little Norway II. The ground is too soft to get a lift in now, so it will probably happen in the summer months of 2022. C/P Mease mentioned that former Councilperson, Grant Neff may be able to help with providing a lift to reach the light fixtures at the top of the poles. Parks and Recreation Board members, Natasha Kline-Hughes and Park Hughes worked thirteen hours at Little Norway II cleaning and prepping for the upcoming ice-skating season. Shane Hendricks, former Council and Parks and Recreation Member, has also spent countless hours working at Little Norway to keep the recreational space a community treasure. Natasha is working on obtaining grants from Walmart and Dick's Sporting Goods to purchase additional skates. There is a need in the sizes of 9-13. C/P Viker mentioned this is the exact thing for which the Gelnett Trust is to be used. He suggested to add this to the next agenda to vote for immediate money to get the skates purchased for the upcoming season.

C/P Viker also asked about plans to reseed the bare spots at the dog park. Manager Martz mentioned the Parks and Recreation Board recently did a Borough parks audit. One of the areas to be addressed is the dog park and the need for reseeding and a new sign, so it is on their short list of things to do.

Others in Attendance: None

COMMITTEE/ COMMISSION/ BOARD REPORTS:

FINANCE & BUDGET COMMITTEE – Bobbie Owens, Chairman

1. Payment and Ratification of Bills:
C/P Owens made a motion to pay and ratify the bills. C/P Mease seconded the motion.
AYES: SEVEN (7) NAYS: NONE MOTION CARRIED
2. Statewide Tax Recovery/Berkheimer – Exoneration Request: None
3. Tax Levy Ordinance 2022: 21.5 Mills Real Estate Tax with an allocation to 20 Mills for General Purposes and 1.5 Mills for Fire Equipment
C/P Owens made a motion to authorize the Solicitor to prepare the tax levy ordinance for 2022. Seconded by C/P Lauver.
AYES: SEVEN (7) NAYS: NONE MOTION CARRIED
4. C/P Maul made a motion to tentatively adopt the 2022 Budget. Seconded by C/P Mease.
AYES: SEVEN (7) NAYS: NONE MOTION CARRIED
5. C/P Owens made a motion to adopt Resolution 2021-06 reducing non-uniformed employee contributions to 1.5% for 2022. Seconded by C/P Mease.
AYES: SEVEN (7) NAYS: NONE MOTION CARRIED
6. C/P Owens made a motion to adopt Resolution 2021-07 reducing police employee contributions to 4% for 2022. Seconded by C/P Viker.
AYES: SEVEN (7) NAYS: NONE MOTION CARRIED
7. C/P Owens made a motion to advertise a special Council meeting for December 27, 2021 at 1:00PM for the formal adoption of the 2022 budget. Seconded by C/P Mease.
AYES: SEVEN (7) NAYS: NONE MOTION CARRIED
8. C/P Owens made a motion to approve and authorize the signing of the SEDA-COG Professional and Administrative Services Agreement for ARPA Funding. Seconded by C/P Mease.
Discussion: Teri Provost of SEDA COG was available on the phone to answer questions Council had regarding the agreement. President Rudnitsky asked a question about the funds and how they can be moved into the general fund to stay in compliance. Teri Provost stated the final rule is not currently set but is not expected to be much different than the interim rule. There are federal procurement requirements and total management oversight of the funds. Once Council can demonstrate a proper loss such as revenue loss in sewer and water, then funds can be moved to the general fund to cover the loss and spend as needed if all other state laws are followed.
AYES: SEVEN (7) NAYS: NONE MOTION CARRIED
9. C/P Owens made a motion to act on the recommendations from Cohen Law Group for the Service Electric Cablevision Franchise Fee Renewal. Seconded by C/P Viker.
AYES: SEVEN (7) NAYS: NONE MOTION CARRIED
10. An executive session was requested to discuss employee compensation adjustments.
11. C/P Viker made a motion to approve a vacation payout for the non-uniformed employees from 2020 and 2021 due to the pandemic creating difficulties in planning vacations. Seconded by C/P Kalcich.
AYES: SEVEN (7) NAYS: NONE MOTION CARRIED
12. C/P Kalcich made a motion to approve the emergency purchase of a pressure reducing valve for the pressure reducing station located behind the SU Art Annex building. The cost of the valve to include removal of the old and installation of the new is \$14,345.00. Seconded by C/P Mease.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

PUBLIC FACILITIES & SERVICES COMMITTEE – Sara Maul, Chairman – No report.

BOROUGH ADMINISTRATION/PROPERTY AND EQUIPMENT – Chris Kalcich, Chairman –

1. C/P Kalcich made a motion to ratify the emergency purchase of a JACE 8005 with wall plug (controller unit for the Borough building) in the amount of \$9,637.00 from NRG Controls North, Inc. for the HVAC system and the security door locks in the Borough and Library building. Seconded by C/P Mease.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

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

1. C/P Mease made a motion to extend Resolution 2020-09 which allows for open container in the central business district until April 30, 2022. Seconded by C/P Kalcich.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

PERSONNEL MANAGEMENT COMMITTEE – Sara Lauver, Chairman – No report.

PUBLIC SAFETY COMMITTEE – Erik Viker, Chairman – No report.

PLANNING COMMISSION – Janet Powers, Chairman – No report.

ZONING HEARING BOARD – Cyril Runkle, Chairman – No report.

1. Manager Martz mentioned a concern from the Zoning Hearing Board for the need to have a backup Solicitor in the event Solicitor Slivinski's law firm is unavailable. President Rudnitsky stated the Zoning Hearing Board should ask Solicitor Slivinski for his recommendations on a backup Solicitor.

CIVIL SERVICES COMMISSION – Dalton Savidge, Chairman – No report.

SHADE TREE COMMISSION – Vacant, Chairman – No report.

BOROUGH ADMINISTRATIVE REPORTS:

MAYOR – Jeff Reed:

1. The Police Report for October 2021 was provided.

BOROUGH SOLICITOR – Robert Cravitz, Esq: No report.

BOROUGH ENGINEER –

1. Stahl Sheaffer Engineering
 - a. Industrial Park Road – The Multimodal Grant was submitted in November.
 - b. Susquehanna Avenue and Eighteenth Street are possibilities for the 2022 Street Program.
2. Update CES Engineering –
 - a. C/P Viker made a motion to reject the single bid from G&R Charles in the amount of:
Base bid - \$259,250.00; Add Alt 1 - \$13,712.50; Add Alt 2 - \$83,250.00
for the West Pine Street Lighting Project due to an additional grant allocation. Seconded by C/P Mease.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED
 - b. C/P Viker made a motion to approve the additional \$300,000.00 grant award from the DCED CFA Multimodal Grant Fund for the West Pine Street Lighting Project. Seconded by C/P Owens.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED
 - c. C/P Viker made a motion to authorize the rebidding of the West Pine Street Lighting Project to include additional work due to additional grant funding. Seconded by C/P Mease.

AYES: SEVEN (7) NAYS: NONE MOTION CARRIED
 - d. Discussion was had to move the Walnut Street Project back a year to do the ADA curb ramps for the West Pine Street Project with CDBG funds.
 - e. C/P Viker made a motion to authorize SEDA-COG to initiate the public hearing process to move CDBG funds from Walnut Street to West Pine Street to do the ADA curb ramps as part of the streetlight project. Seconded by C/P Owens.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

- f. Discussion was had and C/P Viker made a motion to initiate SEDA-COG to start the process to acquire a CDBG Engineer for three years (to be able to use CDBG funds towards engineering). Seconded by C/P Owens.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

BOROUGH TREASURER – Sharon Badman

1. C/P Viker made a motion to approve the November 2021 Financial Balances Report as presented. Seconded by C/P Mease.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

BOROUGH MANAGER / SECRETARY – Lauren Martz

1. Manager report provided.
2. C/P Mease made a motion to approve the 2022 meeting dates. Seconded by C/P Lauver.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

3. Manager Martz reminded Council there is a boot camp for newly elected officials and to contact her if interested in getting registered.
4. PSAB Exploring PA Boroughs will air on PCN January 6, 2021 at 7:30PM.

ZONING – Lindsey Brouse, Deputy Zoning Officer – No report.

SELINGROVE MUNICIPAL AUTHORITY – Tim Charles, Chairman – No report.

EASTERN SNYDER COUNTY REGIONAL AUTHORITY –Shane Hendricks & Vacancy, Delegates

1. Minutes from the October 20, 2021 and November 17, 2021 meetings were provided along with the thoughts of Delegate Shane Hendricks.

NORTH-EASTERN SNYDER CO. JOINT AUTHORITY – Dianne Mengel & Shane Hendricks –

1. Minutes from the annual meeting held November 4, 2021 were emailed to Council prior to this meeting.

NEW BUSINESS:

COUNCIL MEMBERS –

1. President Rudnitsky stated he will be at Penn State University in the Stuckman School of Architecture on Wednesday, December 8, 2021. He and Manager Martz conducted a virtual video with a class of architects whose project was to design for the Borough of Selingsgrove an environmental center for the Isle of Que to include kayak rental. There will be presentations all day long on Wednesday. President Rudnitsky is hopeful there will be some fruitful information and design that can be used for the project as the flood rules allow.
2. C/P Viker was applauded for 12 cumulative years of service on Selingsgrove Borough Council.

MAYOR – None

OTHERS (Public Comment Period) – None

Recessed at 8:06PM to executive session to discuss personnel and Police contract.

Reconvened at 8:28PM – No action taken in executive session.

1. C/P Mease made a motion referring to the memo concerning an increase for the street sweeper operator who holds a CDL driver's license. He will gain a wage increase of \$1,000.00 beginning 2022 plus a lump sum for that \$1,000.00 to backpay for the year 2021 effective December 6, 2021. Seconded by C/P Lauver.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

2. C/P Owens made a motion referring to the memo concerning an increase of \$2,500.00 to Water Operator Robert Burr effective December 6, 2021 and a \$2,500.00 raise January 1, 2022 to \$41,659.89. Seconded by C/P Lauver.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

3. C/P Owens made a motion to pay Roger Feltman a lump sum retroactive payment for a wage increase that was to happen in 2020 but did not, due to the pandemic and administrative transit. The amount paid will be \$2,524.35 which includes outstanding overtime from 2020 and 2021. The increase will be effective December 6, 2021 and Roger's hourly wage will be adjusted for the 2020 and 2021 increase. Seconded by C/P Lauver.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

4. C/P Owens made a motion referring to the memo concerning an increase to \$32,500.00 plus a raise of \$2,500.00 as of January 1, 2022 to \$35,000.00 for Carrie Briggs to compensate for job performance and taking on additional duties such as general accounting, accounts receivable and accounts payable. The increase will be effective December 6, 2021. Seconded by C/P Mease.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

5. C/P Mease made a motion to accept the offer of the Selinsgrove Police Officer Association which will renew the existing contract with the exception that raises shall be \$3000.00 per year for the next 5 years. Seconded by C/P Kalcich.

AYES: SEVEN (7)

NAYS: NONE

MOTION CARRIED

ADJOURNMENT

C/P Viker made a motion to adjourn at 8:41PM. Seconded by C/P Lauver.

AYES: SIX (6)

NAYS: NONE

MOTION CARRIED

Respectfully submitted by:
Carrie Briggs
Recording Secretary