

**Borough of Northumberland**  
**175 Orange Street, Northumberland, PA 17857**  
**Northumberland Borough Council Meeting**  
**July 15, 2014**

President James Troup called the meeting to order at 7:04 p.m. The Pledge of Allegiance was recited.

**Roll Call**

Council members present were Adam Klock, Ellie Rees, Paul Ruane, and James Troup. Others present were Jeremy Deitrick, Sewer Department Superintendent; Ted McCollum, Street Supervisor/Code Enforcement Officer; and Janice Bowman, Borough Secretary. Council members Stephen Reed, Ty Sees, and Harry Wynn, and Mayor Len Zboray were absent.

**Public Comment**

Three visitors were present. No comments were offered.

**Council Meeting Minutes**

Upon motion by Mr. Troup, seconded by Mrs. Rees, council voted 3-0-1 to approve the council meeting minutes of June 3, 2014. Mr. Klock abstained.

**Northumberland Sewer Department Report**

Mr. Klock stated that there is an upcoming mediation meeting with the Point Township Sewer Authority on July 29<sup>th</sup>.

Mr. Brian Book stated that he believes the PennVest board meeting is Thursday. He said that in the past, if you are invited to the Governor's Mansion where the official announcement takes place, you know you probably will get some kind of an offer.

Mr. Klock said that the sewer department has obtained the response from the Pennsylvania American Water Company regarding the water usage. Mr. Deitrick noted that he received the user list, but not the user stats. The list includes all addresses in the 17857 zip code area so the Northumberland addresses must be separated. Mr. Deitrick is reviewing the list.

Mr. Deitrick has obtained proposals from several companies for billing software and will present them to the Sewer Committee at the next committee meeting. He has contacted three companies. And, the company that sold the sewer department the current billing software has said that they can modify the software to make it work with a water-based system. Mr. Klock stated that his issue with this company is that when the current

software was purchased, he was told that the billing system already existed and after it was purchased, they found out that the company developed the software as needed. The company does not have software for a water-based system and Mr. Klock stated that he does not feel we have the time for it to be developed.

Mr. Brian Book provided the plans for the wastewater treatment plant BNR upgrade that were approved by the Borough's Planning Commission on June 26, 2014. Mr. Book stated that the plans are to be recorded at the county courthouse. He explained that a council vote is required.

Mr. Klock moved that the council approve the plan as presented and record it at the county courthouse. The motion includes waiving the portion of the building permit fee that comes back to the Borough. Mr. Ruane seconded the motion. Council voted unanimously to approve the motion.

#### The I&I project

Mr. Book said that the Borough has budgeted \$50,000 in the 2013 budget and \$50,000 in the 2014 budget for I&I work. The Commonwealth Financing Authority (CFA) was offering grants up to \$150,000 with a match. Hazen & Sawyer had submitted an application on behalf of the Borough. The CFA was to have met last week; but the meeting was cancelled. The next meeting is to take place in two months. However, Mr. Book has heard that this meeting may not take place due to the political posturing in Harrisburg. Mr. Book said that the I&I project will be bid out in August without using the grant funding. Mr. Deitrick added that the bid will be awarded based on unit price for the manholes so as many as possible can be replaced with the funding available.

#### Sewer Lateral Inspections

Mr. Book stated that he and Jeremy are working with Jim Soos about inspections for the sewer lateral when someone demolishes a building. As it relates to the issues of whether a property is being built correctly, Jim Soos must provide inspections. As to inspections of a disconnected lateral, Mr. Book stated that the Sewer Department has an obligation to see that the lateral is properly capped. Mr. Soos has occasionally told the property owner that no one else needs to inspect the laterals. Mr. Deitrick added that the Borough has rules and regulations to be followed to ensure that the laterals are capped properly. They will be discussing the issue with Mr. Soos. Mr. Soos had inspected the lateral at the former Exchange Hotel property; however the sewer department had not been contacted. Mr. Klock stated that a letter was sent to Mr. Ramer, the owner of the property at Fourth and Queen Streets informing him that he must develop the property within a year or dig up the pipe so the sewer department may verify that the lines were properly capped.

#### **Mayor's Report**

No report

#### **Street/Supervisor-Code Enforcement Officer's Report**

Mr. Ted McCollum informed the council that in the past month there were two building permits issued; one zoning meeting for Terry Oakes; 8 code violations; 31 complaints; 1 street cut; and 3 rental inspections. On June 4<sup>th</sup>, he sent the solicitor an email with a

generalized zoning permit that he wants to incorporate into the borough. He had taken it from the municipal planning code book for verification of driveway, sidewalks, things that aren't required under the UCC for the code officer's time. Other items mentioned were drainage problems and seeing that driveways are pitched correctly, and sheds. He has not heard back from the solicitor.

Mr. McCollum stated that he would like to extend the leaf pick-up to Halloween. Mr. Troup agreed, noting that a lot of trees don't lose their leaves until November or later.

Mr. McCollum asked about having another time for people to drop off brush. Mr. Klock stated that residents may also take brush to the sewer plant where they plan to have a controlled burn.

The rear of the garage has been cleared out. Mr. McCollum would like to install cameras at the back of the garage and inside the garage if possible. He is going to see if cameras are available. Mr. Troup asked if there is any way to remotely access the cameras in the Borough Building. He said that he would contact Bill Geise to find out if it would be possible.

Mr. McCollum told council that the Augusts have donated a Quonset hut that could be used to store equipment such as the street sweeper. They are trying to locate the transition pieces which are missing.

Mr. McCollum stated that the Borough could save \$200 by purchasing an oil drum for the oil changes in the vehicles. Mr. Troup recommended that it be discussed in the Street Committee meeting.

Mr. McCollum said that he found old white and orange barricades that have rotting wood. He plans to purchase Trex decking to replace the wood. He estimated a savings of \$178. He said that according to PennDOT, the barriers may be yellow and red or white and red. Mr. Troup suggested purchasing white polywood and painting it to save money. He said that the poly board is the same dimensions.

Mr. McCollum plans to raise the catch basin at Prince and Third Streets six inches.

Mr. McCollum asked the council to give him an extension to obtain Building Code Official status. He said that his plate is full and he has found it necessary to spend more time on streets. Mr. Klock asked when the next class is offered. Mr. McCollum responded that they haven't gotten back to him yet but he believes it is the middle or end of October and it is a one-week course. He stated that once he takes the course and passes it, he can still not do anything until he takes the plan and review course.

Mr. Troup said that he can understand why he is asking for an extension; but wishes that he had kept council informed. Mr. Troup moved to give Ted an extension to obtain Building Code Official status until the next available class and to have him attend and take the test. Mr. Klock seconded the motion. Mr. Klock requested verification of when the

next available course is offered, adding that he should take the next available course. Discussion ensued. Council approved the motion unanimously.

Mr. Troup asked Terry Oakes if he is moving his business to Norry. He stated that he is moving the business from Sunbury to Northumberland.

### **Emergency Services Board Report – no report**

### **Committee Reports**

#### Community Development

##### Pipe Bid – Liberty Hollow Stream

Mr. Troup conducted the bid opening for the pipe for the stream at Liberty Hollow. The bid from Fry's Plastic was \$21,750; Bradco's bid was \$22,402.50; and L/B Water's bid was \$21,750. Mr. Klock made a motion to accept the bid from the local bidder, L/B Water. Additionally, L/B Water's bid was received in the Borough Office before Fry's Plastic's bid. Mr. Troup seconded the motion. Council voted unanimously to approve the motion. Prices are still being obtained from contractors to install the pipe.

##### Recycling Grant Approval

The Borough Secretary requested permission to apply to DEP for a recycling grant to purchase new fencing for the Recycling Center property. The match is 10%. The amount received this year for the performance grant was over \$3,000 which is more than the amount budgeted for 2014. Mr. Ruane moved, and Mrs. Rees seconded the motion to apply to DEP for grant funding. Council approved unanimously.

Finance – no report

Personnel – no report

#### Public Safety

A background check was received from Dean Diehl. Mr. Diehl is an applicant for the Fire Police. Mr. Troup asked if Mr. Diehl is a member of either of the fire companies. The Borough Secretary stated that she did not know. Mrs. Rees stated that when she spoke to Jonathan Apple, he had mentioned that becoming a member of a fire company was part of the process. Mrs. Rees moved to approve Dean Diehl as a member of the Fire Police, upon the recommendation of Jonathan Apple. Mr. Klock seconded the motion. Council approved unanimously.

Rules – no report

#### Streets

Because King Street around the park is not being paved this year, the Borough Secretary requested that council approve a change order for Third Street to be paved, with new curbing and handicapped curbs, as necessary, from Orange Street to Prince Street, to the contract with Meckley's Limestone, Inc. Mr. Klock

requested that the council include the installation of approximately six foot of curbing in front of his property at 217 King Street because there is no curb. He explained that water runs down, hits his front yard, between the sidewalk and the street, and backs up over his sidewalk and down his driveway. During the last heavy rain, he had washout from his yard with dirt running into the alley behind his property and into the Number 1's driveway. Mr. McCollum noted that a large portion of curb is missing and the curbing gradually increases as you go up King Street. Mr. Klock stated that past councils have not always had streets milled when paved. He said that when it rains hard, water backs up into his window well and into his basement. Mr. Klock said that the contractor could dig in his grass instead of digging up the street to install the curbing and that he would repair the grass. The bid price for the curbing is \$28.70 a linear foot. Mr. Troup made a motion to approve the change order for the paving and to install approximately six foot of curbing in front of 217 King Street. Mr. Ruane seconded the motion. Council voted 3-0-1 to approve with Mr. Klock abstaining.

### **Old Business**

1. Council was reminded that a meeting would be held at 4:00 p.m. on August 6<sup>th</sup> with PennDOT and Larson Design Group, Inc. to discuss roadwork reconstruction planned for the Borough. A public meeting is planned for that evening. [Note: PennDOT cancelled these meetings until a later date.]

### **New Business**

1. Upon motion by Mr. Troup, seconded by Mr. Klock, council voted unanimously to approve payment of the bills. Bills to be paid from the General Fund total \$103,577.51; bills to be paid from the Parking Meter account total \$140; Norry Playground Fund bills totaled \$23.75; Liberty Splashland bills total \$8,247.84; Park and Recreation Fund bills total \$35.12; and Sewer Department bills total \$42,934.04.
2. Upon motion by Mr. Troup seconded by Mr. Klock, council voted unanimously to transfer \$19,201.01 from the Liberty Splashland account to General Fund for the pool payroll from May 30, 2014 through July 11, 2014.
3. Council discussed the transfer of \$5,987.40, the remaining budgeted amount from General Fund to Liberty Splashland. Mr. Klock stated that in the past, Greg had said that the funding was spent on capital projects. He suggested that the money remain in the General Fund and if the pool does not need the funding for capital projects, it would not be transferred. Mr. Klock requested that an itemized list of bills for capital projects be provided. The topic was tabled. Council discussed trying to keep the pool opened until September if employees are available.
4. The Fire Police have requested that a second power cord be purchased for the King and Water Street traffic light generator. Council felt that the power cord should be kept with the generator and a second one would not be needed. [Note: The power cord that the Fire Police were requesting was to connect the Duke and Water Street traffic light to the generator at SUN Home.]

5. The Borough Secretary informed the council that the state auditor who is auditing the Borough's retirement fund requested that the council adopt a resolution that outlines "Procedures for Compliance with the Professional Services Contract Provisions of Act 44 of 2009). This resolution is required by the state. It would be Resolution F-2014. Mr. Klock stated that he would like the solicitor to review the resolution. Mr. Troup tabled the topic until the solicitor reviews it.
6. Upon motion by Mr. Klock, seconded by Mr. Ruane, council voted unanimously to approve Resolution G-2014. This resolution is to approve the application for a Greenways, Trails & Recreation Program Grant.
7. Upon motion by Mr. Troup, seconded by Mr. Klock, council unanimously approved Resolution H-2014. This resolution is for the Borough to obtain designation as Susquehanna Greenway River Town.
8. Mr. Ruane asked if council would meet to discuss the police contract before the negotiating committee meets with the police. Mr. Troup stated that he would check with the council members to determine a date and that the meeting would be held as an Executive Session to discuss contract issues.
9. Council was reminded that Lynda Culver has invited them to the Municipal Leaders Meeting at 9:00 a.m. on Tuesday, August 26<sup>th</sup> at the Degenstein Community Library.

Mr. Ruane moved to adjourn. The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Janice R. Bowman  
Borough Secretary