

# Borough of Northumberland

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**Borough of Northumberland**  
**175 Orange Street, Northumberland, PA 17857**  
**Northumberland Borough Council Meeting**  
**March 18, 2014**

Council President James Troup called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited and Mayor Len Zboray offered an Invocation.

### **Roll Call**

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

### **Public Comment**

The seven visitors present introduced themselves.

Jon Apple, captain of the Northumberland Fire Police, told council he and Adam have been working with an architect from T-Square out of Mifflinburg. The architect informed him that Jim Soos, the building code official, explained that in order to rent out the Fire Police building, it would be necessary to insulate the building and bring it up to code. Mr. Apple feels that the money would be wasted. Mr. Apple stated that the architect is also waiving his cost.

The Fire Police are having a steer donated and are planning to raffle off the front and hind quarters as a fund-raiser. The drawing will be in August. Tickets are available from any member of the Fire Police and at the Borough Office. The price of a ticket is \$5.00. The money raised will be designated toward a vehicle for the group.

Mr. Tom Propst informed the council that he sent a letter to the council regarding the licensing of cats. He stated that residents take in stray cats and he does not feel that they should have to pay for licensing cats. He added that he has taken in three stray cats. Mr. Klock responded that he feels that the ordinance is holding pet owners responsible for their pets. It also enables them to have a lost cat returned. If there is a tag on the cat, the owner would be notified. If a cat is picked up and does not have a license, it would be put in the TNR program. However, if there is no funding for the program, the animal could be put down. He added that there are multiple benefits to the licensing. Mr. Propst stated that many people who had attended the meeting last year told council that they have indoor cats. Mr. Propst added that he does not allow his cats outside. The cats have been declawed. He is questioning why the resident can't purchase a tag that would have their name and address and could be used over and over. He said that this is an added expense

and an added burden on the office employees. Mr. Klock responded that the fees are about half of the fee for a dog license. Part of the fee is for the online registration which is more convenient and takes some of the burden off the office staff. The website is a also resource to find lost pets. Mr. Propst said that if the cat is wearing a tag with the owner's information, they would not need to involve the Borough at all. Mr. Klock noted that we are also verifying that the cats receive their vaccinations. Mr. Propst stated that according to the ordinance, the fee is set by resolution so the fee could be increased every year. Mr. Klock agreed that there is that possibility. Mr. Propst stated that the Borough is charging the cat owners to help the Borough get rid of feral cats. Mr. Klock stated that the ordinance is worded that the TNR program is funded by donations only. Mr. Propst questioned why the Borough is then charging a fee. Mr. Klock explained that the fee is to pay for the tag, the online service, and the nominal fee for the office, and maintenance of the database. Mr. Propst said that he will pay the fee; but may not take in stray cats in the future. He said that he respects the council's position, but feels this is the wrong way to address it.

Mr. Steve Cimino expressed his disappointment with the demolition of the C.W. Rice Middle School. He said last Monday, when his children got off the school bus, there was a lot of dust from the demolition. On Tuesday, at noon, there was still dust. He noted that the company is not using the hose to wet down the structure. He came to the office and was given the code officer's phone number. He left a message on his phone and never received a call back. He called DEP and was told that they would send a representative down. He has not seen anyone on site to inspect. He also said that the company is working on Sundays. The code officer stated that there is no stipulation about working on Sundays. Mr. Cimino said that debris is coming into his and the neighbor's yards. Mr. McCollum told him that he would go to the site tomorrow and speak with the supervisor. Mr. Cimino said that he is concerned about his children who get off the school bus and the dust is in the air. Mr. Klock agreed that there is no effort to control the dust. Mr. Cimino questions if all of the asbestos has been removed. He is concerned about the children who get off the bus at this location. Mr. Wynn stated that when the asbestos was abated, there was no wind tunnel to collect it. Mr. Klock added that there is insulation between the first and second floors and he does not know if it is asbestos or vermiculite, but it looks like the insulation that was in his house that he had tested and learned it was asbestos. Mr. McCollum stated that he has a contact at the DEP Williamsport office and he will call him in the morning. Mr. Cimino said that DEP was told by the contractor that they are following proper protocol. Mr. Wynn stated that Jim Soos should be contacted to check on the work and be involved in the dust and debris control. Council thanked Mr. Cimino for coming and informing them of the problem. Mr. Tedd Koppen added that he was here for the same reason.

#### **Council Meeting Minutes – February 18, 2014**

Upon motion by Mr. Klock, seconded by Mr. Reed, council unanimously approved the council meeting minutes of February 18, 2014.

#### **Northumberland Sewer Department Report**

Mr. Klock stated that the committee has not met since the last meeting. Interviews were conducted today for the part-time sewer laborer position. He said that they will be

discussed in the Executive Session. Mr. Wynn stated that he did not receive notification of the interviews. He was told that emails had been sent out. Mr. Ruane stated that he did not receive notification either.

Mr. Brian Book informed the council that the Chapter 94 Report is completed. Jeremy Deitrick, the Sewer Department Superintendent, will sign the report.

#### Nottingham Village

Mr. Book stated that Hazen & Sawyer has prepared a proposal to analyze the Resilite Pump Station and Forcemain. In order for this to work, it is necessary to determine if the capacity is adequate and what the cost would be to Nottingham. Nottingham Village will pay for the engineering fees. The commitment to provide sewer service is being done tonight. A letter is being sent to Point Township to clarify what is being done because Mid-Penn's explanation to Point Township was incorrect last Thursday, based upon the tape. Mr. Book explained that whenever someone wants to develop in the Borough's service area, they need to go before a planning commission and need to do either a 537 planning, a planning module or a postcard exemption to planning. Nottingham Village has asked Northumberland to give them a letter that there is capacity to handle 100 EDU's of flow. A letter should be sent from the Northumberland Sewer Department stating that we have that capacity and they may hook up.

Mr. Klock made a motion to issue a letter authorizing Hazen and Sawyer to proceed with the work to investigate adding capacity to the Resilite pump station for Nottingham Village. The cost will be reimbursed by the developer. Mr. Troup seconded the motion. Council voted unanimously to approve.

Mr. Klock moved and Mr. Wynn seconded the motion to forward a letter to the Point Township Sewer Authority regarding the Nottingham Village sewage connection, explaining that the study which was just authorized is on the Resilite pump station, not the Point Township pump station; that the improvements that are necessary to be made to the Resilite pump station would not be paid by Point Township customers other than the developer; and to confirm that Point Township Sewer Authority would be in agreement that their customer may connect this way, through a fourth connection point into the Borough's system. Council voted unanimously to approve the motion.

Mr. Ruane asked a question about where the Lithia Springs line would connect. Mr. Book replied that this line comes from their main station into this forcemain.

Mr. Book stated that at the next committee meeting, the scope of the project must be determined so the advertisement can be completed for the bid

Mr. Klock asked if anything has been heard about nutrient credits. The response was no.

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

- Mayor Zboray informed the council that Ann August submitted the application to BIMBO for the walking trail study in Liberty Hollow. Mayor Zboray heard from

their representative who said that the application was well received. He thanked Ann for her hard work.

- The new railing has been completed along the back of the gymnasium at a cost of \$4,600. The Savidge Trust paid for the funding. \$400 remains from the total amount awarded, which may be used for outdoor lighting.
- The Mayor met with Joe Tumolo to discuss the walkway around the Gazebo in King Street Park. The Savidge Trust is providing \$7,000 and would like to see the walkway installed with bricks. Mr. Tumolo is drawing a plan for the walkway and will remove the bricks that are there and bricks that were removed from Church Avenue when it was paved, will clean the bricks, and reuse them for the walkway. As soon as the plan is approved, he will start the project.

### **Code Enforcement Officer's Report**

Mr. Ted McCollum provided his written report to the council.

Mr. McCollum provided a zoning permit for the council's approval. He said that spoke with Dave at the Assessment Office and was told that it would be acceptable. Mr. Troup stated that he forwarded the document to the solicitor and asked him to look at it.

### **Emergency Services Board Report - No report**

### **Committee Reports**

#### Community Development

#### 1. Girl Scout House

Mr. Reed requested that council approve the bid of \$2,300 from Greg Tweed for the hot-air heating system. Mr. Klock asked if Jim Soos has inspected the building. Mr. Reed stated that Ted August has offered to draw up stamped plans for the building. Mr. Troup suggested that Jim Soos come in and inspect the building to see what must be done for the building to be up to code. The water is off in the building.

Mr. Reed informed the council that some donations will be coming in for the Girl Scout House. Cynthia Kessler Bullington is donating \$5,000 and Neal Mertz is donating \$200. The Borough currently has a savings account that is designated for donations. Currently, \$169.45 is in the account from prior donations for the Girl Scout House.

Mr. Klock said that if the timing is right and he can get his lift into the yard, he would take down the trees.

#### 2. Gymnasium

Mr. Reed explained that Bruce Killian has developed problems with his shoulders and cannot drywall the stage area of the gymnasium. Mr. Killian has recommended Steve Johnson to do the work. Mr. Johnson provided a quote of \$5,700. Upon motion by Mr. Reed, seconded by Mrs. Rees, council voted unanimously to hire Steven Johnson Drywall at a cost of \$5,700 to drywall the stage.

3. SU Give – Susquehanna University students are volunteering their services to help on projects in the Borough on Saturday, April 12<sup>th</sup>. Discussion ensued. Council determined that volunteers would be requested to help clean meters downtown and to work at the pool.
4. The United Way Day of Action is on Friday, April 25<sup>th</sup>. Projects suggested for the volunteers are to rake at the dog park and to do inside and outside work at the Girl Scout Little House. Council discussed closing the dog park until it is re-seeded. Council also discussed spreading GrubEx.
5. Liberty Splashland  
Mr. Reed said that pipes at the bowl slide are broken above ground. He is not sure about the pipes below ground. Mr. Klock asked that the camera be used to see the condition of the line below ground.

Mr. Klock asked if there is any plan for filling the pool other than metered water. Mr. Troup suggested that the fire company could conduct pump training at the pool instead of pumping the water into the streets.

Travis Fisher told the council that Boyers' will come on Tuesday to discuss the drains in the deep well and what is required. Mr. Troup has asked Bryan Luden to check the pumps in the pump room. Mr. Fisher said that he has had a ton of kids who are interested in working at the pool. He was told that they should contact the Borough Office and complete the applications as soon as possible.

Mr. Fisher stated that he plans to contact the SUN Vo-Tech school to see if there is a culinary arts student who would be interested in overseeing concession stand.

Mr. Fisher informed council that he, Mr. Owen and Mr. Hallden met at On A Roll yesterday to discuss fees and the time schedule. Last year the pool opened at 11:00 p.m. The committee suggests that the hours be changed to 12:00 to 6:00 with a separate time for lap swim. Mr. Fisher stated that Mr. Owen liked the earlier lap swim instead of having the lap swim in the roped-off lane. The low temperature for closing the pool would be changed from 75 degrees to 72 degrees. The committee would also eliminate the dry dock fee. The daily admission rate was increased from \$5 to \$6 for anyone over 52 inches and from \$4 to \$5 for anyone over five years old and under 52 inches. The committee would like to take the rates back to the lower rates. The daily admissions increased last year over 2012 by almost \$5,000. The fees collected for season passes decreased by \$179 last year from 2012. Last year the family passes were eliminated; all passes were single passes. Mr. Fisher said that the committee decided to eliminate the extra fee for the dunk tower and sprayground for private parties. Mr. Fisher had suggested to the committee that parties get the use of the bowl slide for ½ hour at no

cost. For a two hour party, the fee for the additional 1½ hour would be \$175. Mr. Klock stated that the list of maintenance provided by Greg Carl includes coating the bowl slide. Mr. Klock would like to see a business plan for the bowl slide so we know what the cost will be over a five or ten year period. He suggested that the committee put a plan together this year. Mr. Koppen asked who is certified to inspect the bowl slide. Mr. Klock responded that Mr. Fisher went to class. Mr. Fisher said that Boyer's will give him the class for the pesticide license. He could also get it through the county extension office. It was suggested that someone else also be certified, possibly the street supervisor. Mr. Klock asked if there are drawings for the slide. The drawings are in the code office.

Mrs. Rees asked if there was a test that Mr. Fisher had to take in order to be certified to inspect the bowl slide. Mr. Fisher said that he took sixteen courses in two days. He said that the gentleman from the state told the participants that he has their back and would help them with any problems. Mr. Fisher said that he discovered that the test that he was to take was being given in the evening and not the next day as he expected. The state employee said that he would come here to administer the test to Mr. Fisher. Mr. Fisher said that he learned that only a few questions on the test pertain to swimming pools.

Mr. Troup went over the changes: General Admission would be \$5 over 52 inches and \$4 under 52 inches; no dry dock fee; Senior Citizens \$4 fee; all passes would be single passes (resident of 17857 or non-resident of 17857); the pool hours would be 12:00 to 6:00 p.m.; the temperature for pool closure would be 72 degrees instead of 75 degrees; and the pool party rates would be changed, eliminating the extra fees for the dump tower and the sprayground, providing the use of the bowl slide for the first half hour at no charge; and charge the remainder of the time at the pro-rated amount. Mr. Troup moved to accept the changes. Mr. Reed seconded the motion. Council voted 5-1 to approve with Mr. Wynn voting no.

Mr. Fisher asked Mr. Wynn if he would meet them at the pool next Tuesday at 2:00. Mr. Wynn replied that he would.

#### Finance

The Borough Secretary requested permission to change the Donation Account from a savings account to a checking account. Mr. Klock so moved. Mr. Reed seconded the motion. Council voted unanimously to approve.

Mr. Klock moved to open two bank accounts; one for cat licensing funds for online payments and the other for the TNR program donations. It was suggested that one bank account could be utilized for both purposes with separate line items designated for each. Mr. Klock amended his motion to approve one bank account. Mr. Troup seconded the motion. Council voted unanimously to approve.

## Personnel

Mr. Troup stated that there would be an Executive Session to discuss applicants for the part-time sewer opening.

## Public Safety

Mrs. Rees stated that the committee met this evening and received a request from Jonathan Apple to install a generator at the traffic light at King and Water Street. The committee will obtain prices for the generator and installation.

## Rules

Mr. Klock stated that the agreement with the e-pet licensing has been approved. He suggested that the fee schedule for the licensing could be \$4.00 if the cat is spayed or neutered and \$5.00 for unsprayed or unneutered. If the cat has a tattoo or chip, the fee would be a one-time fee of \$4.00. Or council could decide to charge a flat fee of \$4.00 per license. Mr. Wynn moved to charge the flat fee of \$4.00 per cat license; Mr. Ruane seconded the motion. Council voted unanimously to approve. Mr. Klock stated that he has obtained a quote for the tags.

Mr. Ruane stated that the committee met and would like to lower the yearly rental unit fee from \$30 to \$15 and increase the inspection fee from \$35 to \$50. He moved to change the rates; Mrs. Rees seconded the motion. Mr. Reed stated that the Borough may only charge for actual costs, not additional fees. Rental units may be inspected annually, every two years or every three years, depending on the condition of the property. The time frame is at the discretion of the code officer. Discussion ensued. Council voted 5-1 to approve with Mr. Reed voting no.

Mr. Ruane stated that the committee discussed the fees for parking tickets as issued by the police department. Mr. Ruane moved to increase the fine for overtime parking from \$5 to \$10 and to increase other fines to \$20; except for parking in a handicapped parking space, parking within 15 feet of a hydrant, or blocking a driveway. Those fines would be set at \$25. These increases would take effect once the old tickets run out. Mr. Reed stated that people are irritated because they are getting tickets when the street sweeper isn't running. Mr. Troup replied that the signs are not just posted for street sweeping. Mr. Klock said that council should consider a new sweeper or contracting out. Mr. Reed said that he has a problem with increasing the overtime parking fine because the Borough is trying to build up the downtown. Mr. Troup stated that he would like to know what the cost is to maintain the meters. He requested that the topic be taken back to committee. Mayor Zboray stated that the new tickets just arrived so there is time to consider the rates. Mr. Ruane rescinded his motion.

Mr. Ruane has estimated that the Borough has two to three hundred no parking signs.

Mr. Klock said that the price for 300 tags, 100 for each year, is \$137.57. He moved to purchase the 300 tags numbered 1-100 from the National Band and Tag Co. at a

cost of \$137.57. The tags will contain the year, the license number, the Borough name, and the lostpet.com web address. Mr. Klock moved to purchase the tags; Mr. Troup seconded the motion. Council approved unanimously. Mr. Klock stated that he would get different colors for each year.

#### Streets

Mr. Wynn informed the council that Todd Snyder was stopped with the Recycling center truck and was told that the truck was in compliance. He was also told about things that need to be done in the Borough. No one is allowed to drive a truck with a trailer without a Class A CDL. Any kind of roll-off truck like this one is to have emergency pull-downs.

Coming in the Old Danville Highway, there is a pothole. Lois Aucker hit a pothole and bent the rim of the wheel.

A catch basin at 750 Water Street has a loose concrete pad. Mr. Wynn is not sure who owns the catch basin. They will check by pouring water down the catch basin to see where the water goes and determine who is responsible for it.

There was a quote for a new mower in Mr. Wynn's mailbox. He does not know who requested the quote, but he will find out. Mayor Zboray said that when he coached Little League, Bloom's gave them a new mower every three years. He suggested that Mr. Wynn check if this plan is still available.

The price to rent a street sweeper is about \$2,500 per week or over \$9,000 per month. The Borough could purchase a \$140,000 street sweeper with a down payment of \$14,000. The first annual payment is due one year and is based on a 5-year lease. A street sweeper with a pump costs \$205,000. The down payment would be \$20,500 and five annual payment of \$41,116.84 with the first payment due one year after delivery. The interest rate is 2.85%. The street sweeper we have started up. However, we cannot fill it up at the hydrant because the hook-up is broken. It must be filled with a garden hose. The sweeper can only go one way on the street. If stopped going the opposite way, the fine is \$15,000. The state has jurisdiction on all streets in the Borough.

The bids for paving will be put in on Wednesday and are due the third Wednesday in April. The COG is advertising the bids. The Borough is planning to pave King Street from Fourth to Fifth and King Streets at both sides of the park, including milling and installing new concrete curbs and new ADA curb ramps.

#### Old Business

1. Mayor Zboray asked if quotes have been obtained for the electric and heating for the gymnasium. He said that he has talked with Jason Nichols. Quotes have not been obtained.
2. Representative Culver is hosting a Municipal Leaders Meeting on March 27, 2014 at 9:00 a.m. Mr. Troup stated that he wishes the meetings would be held in the

evenings. Mayor Zboray, Mr. Wynn and Mr. Ruane are planning to attend. The meeting will be at the Degenstein Community Library.

3. The YBC bill for the windows at the Fitzgerald property is \$1,581.80. Mr. Klock moved and Mr. Troup seconded the motion to pay the bill. Council approved the motion unanimously.

### **New Business**

1. Mr. Wynn moved to approve payment of the bills. Mr. Klock seconded the motion. Mr. Wynn questioned the bill from the solicitor for the e-licensing fee. He said that there have been too many charges and questioned where the money is coming from. He said that he thinks council should review what is being reviewed by the solicitor. Mayor Zboray questioned the charge on the solicitor's bill of \$108 to the sewer department for Cindy Lark. Mr. Klock explained that Cindy Lark has stopped paying her restitution and the solicitor is trying to get her to pay. Mr. Klock noted that the bill charged to the sewer for the iron pipe and coupling is to extend the discharge pipe into the river due to the riverfront project. He requested that the bill be paid from the General Contingency fund. Discussion ensued. Mr. Wynn amended his motion to pay the \$2,129 bill from L.B. Water for the pipe from the Contingency Fund, to be reimbursed when funding is obtained. Council voted unanimously to pay the bills. Bills to be paid from the General Fund total \$45,921.83; bills to be paid from the 2<sup>nd</sup> Street Community Center total \$4,600; Liberty Splashland bills total \$398.85; bills to be paid from the Parking Meter account total \$684.19; bills to be paid from the General Contingency fund total \$2,129; and bills to be paid by the Sewer Department account total \$39,103.86.
2. Community Aid, Inc. has requested permission to place a clothing collection bin at the Recycling Center, outside the fenced area. Mr. Reed moved to enter into an agreement with the non-profit group. Mr. Troup seconded the motion. Community Aid, Inc. will pay .04 cents per pound to the Borough quarterly for clothing collected. After six months of partnership, the Borough will be eligible to apply for grants at up to \$5,000. The bin will be emptied twice a week and the Borough will be provided with a contact number of the truck driver. Council voted 5-1 to approve the motion with Mr. Klock voting no because the bin is being placed outside the fence.
3. The Health Officer has requested that the council update the appointments to the Borough's Board of Health. Mr. Troup moved to appoint MarySue Buss as the Health Officer; Janice Bowman as the Board of Health Secretary; and the Borough Council members to the Board of Health. Mr. Klock seconded the motion. Council approved unanimously.
4. It was noted that the May 20, 2014 council meeting date is the date of the state Primary Election. Upon motion by Mr. Wynn, seconded by Mr. Troup, council voted unanimously to change the council meeting to May 19, 2014 at 7:00 p.m. Mr. Ruane stated that the Public Safety Committee is also scheduled for the date of the election. Mrs. Rees stated that the Public Safety Committee meeting would also

be changed to May 19, 2014 at 6:00 p.m. because of the Primary Election. The meetings will be advertised.

**Executive Session**

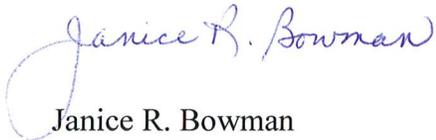
Mr. Troup adjourned the council meeting for an Executive Session to discuss personnel issues at 9:51 p.m.

Mr. Troup reconvened the council meeting at 10:10 p.m. Upon motion by Mr. Klock, seconded by Mr. Troup, council voted unanimously to offer Justin Glosek part-time employment with the sewer department at a rate of \$12 per hour.

EMC, the Borough's insurance company, has provided a settlement amount for the water damage at the Girl Scout Little House. Mr. Wynn moved to accept the insurance settlement; Mr. Klock seconded the motion. Council approved the motion unanimously.

Mr. Troup adjourned the council meeting at 10:16 p.m.

Respectfully submitted,



Janice R. Bowman  
Borough Secretary