

**Borough of Northumberland**  
**175 Orange Street, Northumberland, PA 17857**  
**Northumberland Borough Council Meeting**  
**March 19, 2013**

President James Troup called the meeting to order at 7:02 p.m. The Pledge of Allegiance was recited and Mayor Len Zboray offered an Invocation.

**Roll Call**

Council members present were Gregory Carl, Adam Klock, Ty Sees, James Troup, and Harry Wynn. Others present were Mayor Zboray; Ryan Tira, Borough Solicitor; Paul Ruane and Ted McCollum, Code Enforcement Officers; and Janice Bowman, Borough Secretary. Councilmen Stephen Reed, Frank Wetzel, and Harry Wynn were absent.

Two visitors present introduced themselves.

**Public Comment**

No public comment was offered.

**Council Meeting Minutes**

Mr. Klock moved to approve the council meeting minutes of March 5, 2013. Mr. Carl seconded the motion. Several council members had not received the minutes for the sewer department portion of the minutes. Council requested that these minutes be incorporated into the body of the minutes rather than an addendum to the minutes. The approval of the minutes was tabled until the next council meeting.

**Northumberland Sewer Department Report**

Mr. Steve Siegfried, engineer with Hazen & Sawyer, reported that the engineers are continuing to work on the Chapter 94 Report for DEP.

Upon motion by Mr. Klock, seconded by Mr. Sees, council voted unanimously to authorize Hazen & Sawyer to submit the Chapter 94 Report to DEP along with Point Township's and Upper Augusta Township's, if available. If not available, the Borough's and Point Township's reports will be submitted and Upper Augusta's report will be submitted as soon as it is available.

Mr. Siegfried reported that the firm has begun the registration process to participate in the June 20<sup>th</sup> PennVest auction on behalf of the Borough to purchase Nutrient Credit. He added that he is working on bidding documents since the Borough may also solicit bids independently. The auction is online. Mr. Tira will coordinate the timing with the engineers.

Mr. Tira stated that he has heard from the DEP and everything is on course for the permit transfer.

Mr. Siegfried stated that a design review meeting is set for Monday. Engineers will meet with the Sewer Committee, Budd Reader, and Jeremy Deitrick to review the permit documents. They will begin at 10:00 a.m., have a working lunch, and finish around 2:00 p.m. The project schedule will be determined as a result of that meeting.

The Engineer's Status Report is included as an addendum to the minutes.

### **Street Supervisor's Report**

It was reported that the Street Supervisor met with the Borough's representative from PennDOT to review the streets to be paved. The paving project will be bid with the Central Susquehanna Valley COG. The Borough's bid will be separate, but by including the bid with the COG's, the Borough saves on the cost of advertising.

The Borough Secretary spoke with Matt Swartz, a PennDOT representative, concerning the repairs to the traffic light cameras. Part of the contract with PennDOT is that the Borough must maintain the traffic signals. The permit specifies that the cameras are in place to regulate the timing of the signals. If the Borough does not maintain the cameras, there is a liability issue in the event of an accident. In order to have the traffic lights reprogrammed, it is necessary to have a traffic study which could cost \$15,000 to \$20,000. The cost to install a new camera at the King and Water Street intersection and move the camera hat is currently at that location to the Duke and Water Street intersection is \$3,900. Discussion ensued. Mr. Swartz has offered to attend a meeting with the council to discuss the traffic signals. Council requested that he be invited to attend a council meeting.

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

Ted McCollum provided the council with the report for the month of February.

Mayor Zboray thanked Paul Ruane for his years of service. He noted that Mr. Ruane has done a lot for the community and he does a lot for the veterans. Council echoed his thanks. Mr. Ruane stated that he would attend the next COG meeting.

### **Committee Reports**

#### Community Development

- Mr. Carl stated that the committee did not meet in March. The next meeting is April 8<sup>th</sup> at 7:00 p.m.
- Mr. Carl stated that street crew has started to remove the ceiling from the stage in the gymnasium.
- Mr. Klock noted that there are a number of items stored in the gym and asked that the groups go through the items and that anything that is kept be stored in another part of the building. He stated that the Pineknotters' Days Committee has requested permission to use the gymnasium for entertainment if it rains. The committee will discuss if this may be feasible.

- Mr. Carl has met with a contractor and hopes to have quotes for the renovations at the Fire Police building by the April meeting.
- An employee from Quikrete has offered to help at the Dog Park and the company is offering to donate concrete. A work party will be held on April 20<sup>th</sup>.

#### Finance

Mr. Sees stated that the committee will meet on Thursday at 6:30 p.m.

#### Personnel

Troup stated that personnel issues would be discussed in the Executive Session.

Mr. Klock explained that the council negotiated with the Teamster Union to pay Ken Smith one day of work. He had shown up for work with no prior notice and had to obtain an independent doctor's clearance before he could begin. Mr. Klock moved to accept the Union's offer of one day of pay for Ken Smith. Mr. Troup seconded the motion. Council voted to approve 3-0-1 with Mr. Sees abstaining.

#### Public Safety - No report

#### Rules

Mr. Sees stated that the committee will meet at 6:00 p.m. on April 8<sup>th</sup>.

#### Streets – No report

### **Old Business**

1. Mr. Klock presented a quote for time clocks. He stated that he has spent a lot of time researching time clocks online and the best system he found is FingerTec. He feels that the system is affordable and provides the ability to manage time administratively so changes may be made if there are any errors. The system has an audit trail so the changes may be tracked. The software will track vacation, personal, and sick time. Mr. Klock noted that the systems he researched ranged in price from \$200 to \$1700. The units cost \$459 per unit. The total cost, with shipping is \$1,855.95. The system is QuickBooks compatible. The information may be downloaded on a USB drive and provided to the Borough Office. Mr. Troup requested that local vendors be contacted before a purchase is made online, adding that he would like to have local support. Several local companies will be contacted. Mr. Carl had a question about employees who work late and do not report their time. Mr. Tira stated that if the employee is working, he should be compensated. Mr. Klock added that when an employee in the Sewer Department is called in for an emergency, he goes directly to the emergency location. That time will be added administratively.
2. Upon motion by Mr. Klock, seconded by Mr. Carl, council voted unanimously to provide a letter of support for Point Township's application to DCNR for a feasibility study of the North Branch Canal Trail. The cost of the study is \$60,000; Point Township will provide the match of \$30,000. They will be applying to local foundations to assist with the match.

**New Business**

1. Upon motion by Mr. Sees, seconded by Mr. Troup, council voted unanimously to approve payment of the bills. Bills to be paid from the General Fund total \$24,627.14; bills to be paid from the Parks and Recreation account total \$44.83; Liberty Splashland bills total \$299.99; and bills to be paid by the Sewer Department total \$22,910.13.
2. The Northumberland County Conservation District has provided a nomination form for the Swank Outstanding Conservation Organization Awards. The awards are presented annually to an organization or youth group in the county who has accomplished the most in natural resource conservation. Mr. Klock moved to nominate the Susquehanna River Clean Up project and Zach Stotter for the award. Mr. Sees seconded the motion which was unanimously approved.

**Executive Session**

Mr. Troup adjourned the council meeting for an Executive Session at 7:58 for personnel issues, noting that the council meeting may be reconvened for a vote. The meeting was not reconvened.

Respectfully submitted,

Janice R. Bowman  
Borough Secretary