

Borough of Northumberland

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175 Orange Street, Northumberland, PA 17857
Northumberland Borough Council Meeting
October 21, 2014

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, Ty Sees, and James Troup. Others present were Mayor Zboray; Jeremy Deitrick, Sewer Department Superintendent; Ted McCollum, Street Supervisor/Code Enforcement Officer; and Janice Bowman, Borough Secretary. Council member Harry Wynn was absent.

Public Comment

Four visitors introduced themselves.

Mrs. Fran Bogovich asked when the excavation opening on Susquehanna Road will be repaired. Mayor Zboray stated that he spoke to the Street Supervisor about it twice and he will be going up again tomorrow.

MacRay VanKirk submitted an invoice from YBC for his Eagle Scout project. The Kiwanis Club has donated \$300 for the project, paid to the Borough. The invoice amount is for \$302. Mr. Troup stated that the Borough would pay the additional amount.

Council Meeting Minutes – September 16 & October 7, 2014

Mr. Reed moved to accept the council meeting minutes of September 16, 2014. Mrs. Rees seconded the motion. Mr. Klock requested that the motion be tabled. Mr. Sees asked if the motion is to accept the revised minutes. Mr. Reed changed his motion to approve the revised minutes. Discussion ensued. Mr. Reed withdrew his motion. Mrs. Rees rescinded the second.

Mr. Klock moved to table the meeting minutes until the next council meeting. Mr. Sees seconded the motion. Council approved unanimously.

Northumberland Sewer Department Report

Mr. Klock informed the council that the sewer department exceeded the discharge limits during the winter months when there was a mechanical failure with the clarifier and the tanks froze up. Mr. Klock moved to accept the two penalties assessed by DEP and to pay the fines of \$2,600 and \$4,700. Mr. Troup seconded the motion. Council approved unanimously.

Mr. Klock moved to approve Resolution M-2014. Mr. Troup seconded the motion. Council approved unanimously. The resolution is as follows:

*"RESOLUTION NO. M-2014
BOROUGH OF NORTHUMBERLAND
NORTHUMBERLAND COUNTY, PENNSYLVANIA*

REIMBURSEMENT RESOLUTION FOR PROJECT COSTS DATED OCTOBER 21, 2014

WHEREAS, the Borough of Northumberland ("Borrower") is undertaking a project for the BNR Upgrade of its existing Wastewater Treatment Plant. The work entails a complete revision of the biological process inclusive of new tanks, construction of new final clarifiers, a new preliminary treatment building (grit removal) and associated tanks (the "Project"); and

WHEREAS, the Borrower has received approval from PENNVEST for the funding of the project; and

WHEREAS, the Borrower is in the process of preparing the necessary documentation to close on the funding from PENNVEST; and

WHEREAS, the Borrower intends to use funds borrowed from a private lending institution ("Northumberland National Bank") to finance on the interim basis the costs of the Project, which costs are reasonable expected to be reimbursed with the proceeds of debt to be incurred by the Borrower, up to the maximum principal amount of Twelve Million Three Hundred Eighty-Five Thousand Two Hundred Dollars (\$12,385,200.00) from PENNVEST.

NOW, THEREFORE, BE IT RESOLVED, by the Borrower that it shall use the funds borrowed from the Northumberland National Bank to finance on an interim basis the costs of the Project, which costs are reasonable expected to be reimbursed with the proceeds from the PENNVEST borrowing.

BE IT FURTHER RESOLVED, that this Resolution is a declaration on the official intent of the Borrower adopted pursuant to the requirements of Treasury Regulations Section 1.150.2.

ADOPTED as a resolution of the Council of the Borough of Northumberland, Northumberland County, Pennsylvania, this 21st day of October, 2014.

ATTEST

BOROUGH OF NORTHUMBERLAND

*By: _____
Janice Bowman, Borough Secretary*

*By: _____
James Troup, Council President*

Passed this 21st day of October, 2014.

*By: _____
Len Zboray, Mayor"*

Mr. Brian Book, Hazen & Sawyer, asked if the council has determined where nitrogen credits would be purchased. Mr. Deitrick stated that he feels that the best option is to purchase the credits from Ralpho Township. They want to sell a minimum of 1,500 credits at \$2.00 per pound. The contract provides for the Borough to have the right of first refusal next year.

Upon motion by Mr. Klock, seconded by Mr. Troup, the council unanimously approved the contract with Ralpho Township for purchase of nutrient credits at \$2.00 per pound with a minimum of 1,500 the first year and 1,500 the second year with the right of first refusal.

Mr. Book reported that there were two PENNVEST coordination calls. The next call will be December 2 at 1:30. Tentatively, December 17th is the settlement date. Mr. Book provided a checklist of items to be completed before settlement.

Mr. Book provided a copy of an email that was sent to Jim Soos regarding land development plans. He said that Mr. Soos refused to check the plans that were submitted because they were

"bid" documents. Mr. Soos stated that he should have confirmed documents with the addenda changed on the drawings. This set of drawings was also submitted. They are waiting for Mr. Soos to review the drawings. Mr. Book noted that because the Borough has a lump-sum contract, the Borough is not paying additional costs. The cost to Hazen & Sawyer has been about \$2,500. Mr. Book stated that the permit is needed by mid-November to submit to PENNVEST for review.

Mr. Book provided the council with a draft of the rate study. The rates include \$10 per month for collection, \$15 per month for treatment, and \$5.63 per 1,000 gallons. Mr. Book noted that there is no good way to measure sewage flow out of a house so the bill is based on water usage. Mr. Klock asked if the EDU price for the first quarter of 2015 would be the same as the EDU price for 2014. Mr. Book responded that the EDU price would be \$44.05. Mr. Klock explained that at the last council meeting, it was determined to bill one more quarter at EDU price and go to the water-based billing for the second quarter. Mr. Book explained that the average user uses about 3,600 gallons of water and the average user will pay about 20% more in sewage costs. Mr. Book said that about 40% of the customers will see a reduction in their bill. The bulk price will be calculated the same way it has been calculated. Mr. Reed asked how the sewer department would handle a faulty meter. Mr. Deitrick stated that the billing software is able to recognize anomalies. So the sewer department could review the data and provide credit, if warranted. They also will see credit provided by the water company.

Mr. Book stated that the bid opening for the I&I project is scheduled for November 3rd at 1:00.

The Liberty Hollow pipe study will be discussed at the November 3rd meeting.

Mayor's Report

- Mayor Zboray announced that the Halloween Parade is October 29th at 7:00 p.m. The police officers will be giving out candy.
- Santa arrives on December 1st at 7:00 p.m. at the King Street Park. There are thirty Christmas trees that will be decorated in park.
- The Mayor informed council that work is continuing on the broken parking meters.
- Mayor Zboray thanked Scott Rine for his donation of \$25 for the Girl Scout Little House.
- The Mayor will be attending the winter update meeting with PennDOT. He is going to suggest to them that if there is to be any more paving of state highways in the Borough of Northumberland, it be done at after 7:00 p.m. because of the traffic back-up in the Borough when King Street was repaired recently. Mayor Zboray would also like them to send the tractor trailers to Route 15 instead of allowing them to come into the Borough.

Council member Harry Wynn arrived at 7:45 p.m.

Street Supervisor's Report

- Mr. McCollum provided prices for treated lumber and playground mulch for the 2nd Street playground. It was suggested that a work party could be held to spread the mulch. Discussion ensued about the lumber that is purchased and how it should be fastened. The total cost for the lumber and mulch is \$2,838.80.
- Mr. Klock moved to purchase the treated lumber and the playground mulch. Mr. Wynn seconded the motion. Council approved unanimously.

- Mr. McCollum informed the council that he has measured Sawmill Avenue from Prince Street to Hanover Street and is considering that next year the street could be tarred and chipped at a price of \$3,898. He would also like to pave Fourth Street from Duke Street to the railroad ramp. He plans to ask Furmano's and Norfolk Southern to pay toward the costs of the paving.
- On October 28th and 29th, Mr. McCollum is attending a two-day course for the dirt, gravel, and paved, low volume roads program. He will be certified so the Borough is eligible for money through the Northumberland Conservation District for repairs to these roads. One person from the municipality must be certified every five years. The low-volume paved roads in a new addition to the program. Traffic counts are required to determine the volume of traffic on the roads.
- Mr. McCollum stated that the sealant pump on the tar buggy is not working right and the thermostats need to be calibrated. The tar buggy must be taken to Allentown for an estimate for the repairs. The machine is a 1999 and is worth \$12,000 to \$15,000 operational. Mr. Wynn asked if he would take it on Monday. Mr. McCollum stated that he could. Mr. Troup asked if crack sealing would be done this year and was told that it could still be done.
Mr. Wynn moved to take the tar buggy to Allentown for repairs. Mr. Reed seconded the motion. Council approved unanimously.
- Mr. McCollum stated that inside the drain basin, there is a run-off of water. He put a submersible pump inside the drain basin and is getting around 6,163 gallons every 23 hours and pumping it into the pool. The French drain was put in when the pool was built in 1976.
- Mr. McCollum stated that repair to the Kubota will cost \$1,700. Upon motion by Mr. Troup, seconded by Mr. Klock, council voted unanimously to repair the Kubota.

Emergency Services Board Report -No report

Committee Reports

Community Development

Mr. Reed stated that Troy Smith stop in the office this week to obtain the gym drawings.

North Branch Auto Sales Lease

Mr. Reed moved, and Mr. Wynn seconded a motion to extend the lease for the North Branch for one year at an annual rate of \$4,200, payable January 1, 2015. Council voted unanimously to approve.

A.R.E.A. Services Lease

Mr. Sees met with Bernie Rumberger and toured the Rescue Building. He stated that there are issues with the building and recommended that the lease be extended for just one year at the same monthly rate. Mr. Sees moved to extend A.R.E.A. Services Lease for one year at a rate of \$900 per month. Mr. Klock seconded the motion. Council voted unanimously to approve.

2nd Street Playground

Mr. Reed asked if the equipment has been ordered. The Borough Secretary stated that she has sent pictures of the piece to the company to obtain prices.

Dog Park Committee

- Mr. Klock informed council that the Dog Park Committee met the other night. He noted that they had difficulty getting into the building and suggested a need for additional council members to have keys to the building.
- The Rules sign has been posted.
- Mr. Klock said that the committee is going to be in the Halloween Parade with collection cans on the dogs.
- A Halloween Party will be held at the park on November 1st.

Finance

Mr. Klock moved to pay the contributions per the 2014 budget to the Penn Valley Airport (\$1,000); Priestley Forsyth Memorial Library (\$1,500); Shade Tree Fund (\$1,000); Revitalization Committee (\$1,000); and Liberty Splashland (\$5,987.40). Mr. Ruane seconded the motion. Mrs. Rees had a question about the amount for Liberty Splashland and was told that \$6,000 was the budgeted amount, but an item had been purchased for the pool from the General Fund and this is the amount remaining to be transferred to the pool account from the 2014 budget. Council approved the contributions unanimously.

Personnel - no report

Public Safety

Mrs. Rees informed council that she attended the Emergency Services Board meeting on October 6th. The committee has concerned about the Borough residents that would need special attention during an emergency. An article was included in the newsletter requesting that anyone needing special attention contact the Borough Office so the police and fire department may be informed. The Borough Secretary stated that she did go on the county website and located a survey that they have for people to complete if they require assistance during an emergency.

Rules - no report

Streets - no report

Old Business

1. Upon motion by Mr. Klock, seconded by Mr. Troup, council unanimously voted to accept the Service Electric Cable Franchise Agreement.
2. The Borough Secretary reported that Senator Gordner called to announce an Act 13 Commonwealth Financing Authority Grant Award of \$94,000 for the Liberty Hollow Run Trail.

New Business

1. The Borough Secretary added the following bills to the list: \$154.30 to Harleysville Insurance Company for the Sewer Department life insurance; \$302.97 to YBC for the Eagle Scout project; \$50.13 for a motel room at Super 8 (Mr. McCollum is attending a two-day class in Carlisle; and \$1,000 to Noelle Long for Fall Festival expenses. Mayor

Zboray asked if anyone had an objection to ordering a bench in memory of Robin Bolig through the Borough in order to save the sales tax. Mrs. Bolig will pay the Borough for the bench which will be placed in the Riverview Cemetery. No one objected. Mr. Klock moved to approve payment of the bills. Mr. Reed seconded the motion. Mrs. Rees stated that she has a problem with Ted authorizing more than six fee of curbing at Mr. Klock's property. She added that she is not saying that she objects to the seventy-five feet; she objects that the council was not involved. Mr. Klock stated that council was involved. He added that they acknowledged that there was a problem there. Mrs. Rees said that the council had agreed upon six feet. Mr. Klock said that the street supervisor determined that the six foot section wasn't going to cure anything and his recommendation was to raise the entire curb. Mr. Klock added that this is why he took the videos and forwarded them to everyone. He noted that the curbing was under at least an inch of water during the rainstorm. Mrs. Rees stated that she is not saying it wasn't needed; she is saying that the council wasn't given the opportunity to vote on it. Mr. Klock said that if they had waited two weeks, the contractor would have finished the work and may not be available. Mr. Klock added that the Street Supervisor should be given some latitude to do his job, noting that the council approved \$100,000 of I&I work for the Sewer Department. He said that Jeremy (Deitrick) should have the latitude to fix more than the ten manholes, if there is money left over. Mr. Klock said that for the curbing work, there was still linear feet of curbing left in the contract. The Borough Secretary stated that the council had voted to change the scope of the work from King Street around the park to Third Street. She added that there are other residents who have concerns about their curbing and others who have requested that alleys be paved, but the Borough has not had the funds to make all the repairs. Mr. Sees stated that Ted is aware of the problems with the curbing in front of his house and at his neighbor's house. He said that they cut the curb to allow for the pipe for water drainage. He said that he would rather have a higher curb there and is concerned that if it is hit by the plow or the brush of the street sweeper something will give. He added that his neighbor's curb is already broken. Mr. Klock asked why King Street was paved between Fourth and Fifth Streets. Mr. Wynn stated that the street was rough and the soapbox race is held here. Mr. Troup stated that King Street between Sixth and Seventh Street is in worse condition. Mr. Wynn noted that Orange Street between Sixth and Seventh and Prince Street between Sixth and Seventh are both terrible. Mr. Klock stated that he thinks the priorities were out of whack. He added that there were a lot more streets that needed paving than King Street. Mr. Wynn stated that council voted on the streets to be paved. Mr. Wynn said that he has heard from about twenty-five people who have asked him about their curbing. He told them that they should address the council. Mr. Reed said that he and Greg Carl drove around two years ago and made a priority list. He added that he thinks the priority list has been followed. The Borough Secretary told the council that the costs of the curbing and handicapped ramps were higher than the paving cost. With the change in the scope of work from King Street to Third Street, additional handicapped curbs were required. Mr. Klock asked who authorized the additional handicap work and why they tore out concrete and put in new concrete when they could have put the plates on the existing concrete. Mr. Wynn stated that the state requires the handicapped curb ramps and the concrete had to be replaced to install the handicapped domes. Eight full handicapped ramps and ten sidewalks with the domes. The cost for the full ADA ramp was \$2,725 each and the sidewalks only were \$1,375. It was noted that the ramp on Prince Street did not have to be installed because Prince Street was not being paved. Mr. Troup said that the council approved an amount

of money to be spent and if something needs to be addressed, he thinks the street supervisor should have the leeway to do that. Mrs. Rees asked why it would have then been necessary for Mr. Klock to speak to council about six feet of curbing. Mr. Klock said that it was addressing the problem to begin with and everyone agreed there was a problem to be fixed. Mrs. Rees said that she needs Adam to hear that it is not because it is his house. He responded that he only half believes that. Mrs. Rees said that then he is saying that she is lying and she is not lying about it. It is not because it is his house, it could have been Jan's house and if council approves six feet and instead of paying under \$200 and we paid over \$2,000, she would object. Mr. Klock asked it's worth a \$200 fix, but not a \$2,000 fix? Mrs. Rees said that it is not that, it is just that it needs to be brought to the council. Mr. Klock said he doesn't know when the council ever gave Ted or Jeremy that direction. He added that maybe council needs to be clearer with their expectations. Mr. Ruane said that it wouldn't hurt for the Street Supervisor to discuss changes with the chairman of the Street Committee. He added that he ran across this problem when he worked for the Borough up on Vista Avenue. The plan was to mill the street and pave it. However, there was nothing to mill. The road had to be rebuilt for \$10,000. Mr. Ruane said that he wasn't going to make that decision. He checked with Jan to see if funds were available and informed others. He said it doesn't take anything away from anyone to inform someone else and just not make a decision. Mr. Troup stated that he has talked to Mr. McCollum and that he has been told that next year when the projects are started, he should attend the Street Committee meetings and know what the expectations are and his latitude is. Mr. Reed added that he should be at these meetings. Mr. Wynn stated that he missed the last meeting. Mr. Reed said that Ted was aware of the meeting because he asked him to tell the committee that Mr. Reed was unable to attend. He told the Borough Secretary that Mr. Reed would not be at the meeting, but did not say that he wouldn't be there. Mr. Wynn said that Paul was at the meeting and everyone else is welcome to attend.

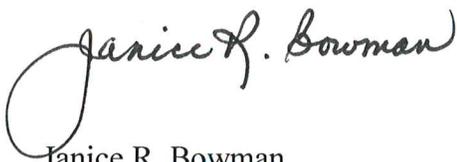
2. Mr. Klock stated that a meeting was held today with the vendors to talk about consolidation of services. A representative from Service Electric and a vendor for the network for establishing a server were present. He added that the meeting was mostly an informational, question/answer type session and they are going to put together prices. The Borough Secretary stated that she felt it would have been nice to have talked to all the departments before talking with a vendor, especially since the Borough already has someone for computer services. Mr. Klock said that this was what the meeting today was for. The Borough Secretary said that there was a vendor here. She added that she felt the departments should have determined what was needed first. He had just stated that the council should let Ted make all these decisions; she requested that she would like the courtesy of being able to discuss things first. Mr. Klock stated that no decisions were made, that it was an information-gathering session. He said that apparently the same people were here from Service Electric and that nobody knew about it, all the other departments weren't made aware of it. He said that the sewer department wasn't aware of it. The Borough Secretary stated that the reason is that they have their own system. She added that Chief Kriner and Ann August had already met with a Service Electric representative to discuss a system for this building. Mr. Klock stated that nothing ever came of it. The Borough Secretary said that Service Electric was to get back to Chief Kriner with recommendations and prices. Mr. Klock stated that the meeting was set up to accommodate the Borough Secretary and Ann's schedule, adding that four or five dates

were given. The Borough Secretary requested that a day of a council meeting is not a convenient date to hold a two hour meeting. She added that only three dates were given and on two of those dates, the other office clerk was on vacation. Mr. Klock said that the vendor was here to learn what we were looking for. Mr. Klock stated that he thinks we need a server. The Borough Secretary stated that she does not feel the Borough Office needs a server. She added that she is used to knowing that the Borough does not have a lot of money, and she prefers to put the money where it is most needed. Mr. Ruane stated that before it goes anywhere, they need council's approval. Mr. Klock said that there were no decisions made and that to move forward as a Borough it is necessary to plan. Mr. Wynn questioned why we are trying to fix something that is not broken. He questioned why the Borough needs a new computer system. Mr. Klock stated that a new computer system is not needed; we need to network what we have for ease of back-up information, archiving, and other reasons. He said that there is a lot of technology out there that is cheaper now with a lot of bells and whistles that are offered at no added cost. He said that the driver in this initially was looking at a phone system. In looking into it further, he feels there is no reason why we shouldn't be networked. Mr. Wynn stated that it is not necessary for the Borough Office to have access to the Sewer Department records or the Sewer Department to have access to Borough records. Mr. Klock asked why the Police Department has a server. The Borough Secretary told him that Bill Geise recommended that they have a server, adding that she does not know the reason because she does not get involved with decisions for the Police Department. Mr. Klock stated that once the information is together, he will present it. Mr. Sees stated that they got a server in his office because they were running out of storage space and the server gave them the additional space. Mr. Troup stated that you can have a larger network with a server and use cloud technology and put everything out on the cloud which is a very safe, secure place to store your information. He added that he is a technology-driven person and he is always for the latest technology because it does make it faster and more productive. He said that every day with his job they change the way they work. You have to challenge yourself. When you get out of your comfort zone, that's when you become productive. Mr. Ruane stated that when you work for the Borough, you have to watch where the money is going. He noted that this is a \$10,000 cost and questioned where the money is coming from. Mr. Troup stated that there is nothing wrong with looking to the future. Mr. Ruane replied that you have to be able to afford it, too. Mrs. Rees requested that she be permitted to say a couple of sentences without being interrupted. She stated that at the beginning of the meeting, when the council was talking about the minutes, Mr. Klock said that he didn't have time to look at them and council was going to vote, even though Mr. Klock said that he would like council to wait. Mrs. Rees said that even though Mr. Klock only half believes her that it has nothing to do with his house; she was the one who said what about Adam's concern, that he would like us to wait. Mr. Klock stated that he doesn't know what one thing has to do with the other, minutes and curbing. Mrs. Rees said that she asked not to be interrupted. She said that she is not putting anyone down who would have gone ahead with the vote. But, she noticed that he had a concern, and said what about that. Regarding the office, she felt that perhaps if council spent money of getting more help in the office, Jan could have the minutes out earlier. Regarding the bills, she said that she has a dilemma because she thinks it is important to pay our bills. But she can't say that she is in favor in paying for over \$2,000 of extra curb that wasn't authorized when Adam brought up about six feet and council agreed to it. She said that she agreed to it and it had nothing to do with his

house. Mr. Sees asked when that was discussed because he doesn't remember the discussion. He added that he didn't receive the minutes from the first meeting in September. The Borough Secretary stated that his email is in the group of council emails and is included when the minutes are sent out. Mr. Sees said that he received the emails today. Mr. Klock said that if the Borough had an email, the council could go online to access the files. Mr. Troup said that he is all for the upgrade, if the Borough has the money and can do it. The Borough Secretary stated that if the Borough has the money, she feels that there are other things that are needed in the office. One is someone who is here full-time as well as herself, who is technical, who has gotten a lot of money for the Borough through grants. She noted that if the council compares the office staff to that of other municipalities, they will see that we are short handed. Mr. Troup stated that this office has two part-timers and a full-timer. Other municipalities have two full-timers so it is basically the same. He was asked what municipality he was talking about. The response was Sunbury. The Borough Secretary stated that Sunbury has a treasurer who handles all their bills and their payroll. We don't have a treasurer. Sunbury's treasurer also handles their Local Services tax. We handle the Local Services tax out of our office. She noted that Point Township has two full-time employees in their office. They don't have a swimming pool, they don't have any taxes to deal with, they don't have the number of accounts that we deal with. We have a ballfield, this building to contend with, the Girl Scout House. They also don't apply for the number of grants that we apply for and manage. Sunbury does have two employees in their main office. In addition to a Treasurer's Office, they also have a secretary in their Code Office. We are now helping with paperwork associated with the Code Office. When Paul was the Code Officer, Ann Roll was volunteering her time four mornings a week. She is no longer coming into the office and the Borough Office has taken on additional work. Mr. Troup stated that maybe the Borough pays too good in some departments. He said that if we didn't have to pay so much for some things, we could afford more people. Mr. Troup called for a vote to pay the bills. Council voted 6-1 to pay the bills. Mrs. Rees voted no. Bills to be paid from the General Fund total \$49,377.50; Liberty Splashland bills total \$35.87; Liquid Fuels Account bills total \$93,266.62; Donations Account bills total \$1,506.11; and Sewer Department bills total \$22,553.29.

Mr. Klock moved to adjourn. Mr. Troup adjourned the meeting at 9:15 p.m.

Respectfully submitted,



Janice R. Bowman
Borough Secretary