

Borough of Northumberland
175 Orange Street, Northumberland, PA 17857
Northumberland Borough Council Meeting
September 3, 2013

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 Gregory Carl, Adam Klock, Stephen Reed, Ellie Rees, Ty Sees, James Troup, and Harry Wynn. Others present were Mayor Zboray; Ryan Tira, Borough Solicitor; C.L. Kriner, Chief of Police; Thomas Slodysko, Street Supervisor; Jeremy Deitrick, Sewer Department Superintendent; and Janice Bowman, Borough Secretary.

Public Comment

The nine visitors present introduced themselves.

Hope Kopf introduced herself as a retired teacher from Shikellamy who had the children's theater for seven years before she retired. She asked what the council plans for the stage in the building. She stated that it is the nicest stage in the whole area; it is a proscenium stage with wings on the side, places in the back and a great auditorium. She added that this stage has footlights and no other stage in the area has footlights. Ms. Kopf is looking forward to doing productions on this stage. She has produced numerous plays and plans to direct a Christmas pageant this year as a benefit and will do others if given the space.

Jon Apple, Fire Police Captain, asked when the sewer line would be connected to the Fire Police building. Mr. Slodysko explained the problem with the pipe that connects the pump station to the sewer plant. Mr. Carl moved and Mr. Wynn seconded the motion to authorize the sewer line repairs to the Fire Police building. The funding for the repairs will come from the insurance money that was received for the building. Council approved the motion unanimously.

2012 Audit Report – Patricia Young, CPA

Ms. Young told the council that her responsibility as the auditor is to certify the financial statements of the Borough. In her opinion, the financial statements represent fairly the financial position of the Borough as of December 2012. She stated that no material weaknesses were found in the internal controls. Mr. Klock asked if she is available outside the meeting for questions. She replied that she is available by phone anytime.

Northumberland Sewer Department Report

"According to Adam Klock the second opinion peer review has been completed.

Last month council voted on nitrogen and phosphorous credits. They authorized the purchase of phosphorous credits from Energy Works / Gettysburg. There needed to be a specific time for the purchasing of credits. Adam Klock made a motion to offer a 3 year contract with Energy Works/Gettysburg at \$1.00 per credit. Greg Carl second. All members approved.

Michele Cope reported that since the last meeting \$49,716.07 has been collected for sewer services. We have not gotten a restitution payment from Cynthia Lark since early July. Adam Klock, Jeremy Deitrick and I reviewed the new method to classify expenses. Better Business Solutions contacted to correct the Collection reports in the billing system. There have been 40 collection letters mailed out, 4 of those requested installment plans. Courtney from Herring & Roll, P.C. came into the office to assist in the setup of the QuickBooks revision for the 2012 and future reconciliations.

In July the NSA held their last meeting voting to dissolve the NSA. Adam Klock made a motion to allow the solicitor to prepare the paperwork for the dissolution of the NSA. Jim Troup second. All members approved.

There was discussion regarding 6 manholes from Hanover to Prince or North that should get spray lined.

Submitted by S. Michele Cope"

Council Meeting Minutes

Upon motion by Mr. Reed, seconded by Mr. Klock, council approved the council meeting minutes of July 16, 2013 by a vote of 5-0-2. Mr. Sees and Mrs. Rees abstained.

Upon motion by Mr. Klock, seconded by Mr. Wynn, council approved the council meeting minutes of August 6, 2013 by a vote of 4-0-2. Mr. Carl, Mr. Reed, and Mrs. Rees abstained.

Mayor's Report

- Mayor Zboray reported that he attended the ribbon cutting for Groninger Insurance Agency at their new location at Duke and Front Streets. Lynda Culver was also in attendance.
- The Riverview Cemetery Day of Remembrance was a success. This fund raiser was well attended with about 250 people present and he noted that the donations help the cemetery.
- Memory Lane held a concert in the King Street Park Sunday evening. The concert was well-received. Mayor Zboray thanked the S. Luther Savidge Charitable Trust for sponsoring the concert as well as sponsoring other events this summer.
- The bench for the park which was donated by Libby Green has been ordered. Other people have shown interest in purchasing benches for the park. The Mayor spoke about including an article in the next newsletter to inform residents that they may donate money for benches in someone's memory.
- Mayor Zboray received a letter from Chris Barker, Quality Food Safety Manager at BIMBO Bakery, informing the council of funding that BIMBO parent company provides to communities. The amount available is up to \$9,000. The funding is

for projects that promote physical activity, environment, or security. Mayor Zboray contacted Mr. Barker and plans to meet with him in late September or early October to view a video of projects that have been completed in other communities. The application for funding is due in March of 2014.

- The noise at North Avenue has been resolved and the residents are happy with the results.
- The landscaping in front of the Borough Building has been started. The improvements are possible through a donation from the S. Luther Savidge Charitable Trust.
- Elaine Rockey sent a letter requesting council's permission to conduct the Halloween Parade on October 30th, along with a request for assistance from the police, fire police, and street department. She also asked that the streets around the park and along the parade route be closed. Mr. Wynn moved to approve the requests for the Halloween parade on October 30, 2013. Mr. Carl seconded the motion. Council approved unanimously. Ms. Rockey's letter included a request for donations for the parade. She noted that last year's donations totaled just \$377.26.

Police Chief's Report

Chief Kriner provided the council with a report of the citations issued by the Police Department in the past month. Mr. Tira stated that the policies have been provided to him and he will have his comments back to the chief in a few weeks. He added that he has some suggestions for revisions to the Civil Service Regulations. Chief Kriner stated that the last revision of the Civil Service Regulations was completed by the Civil Service Commission. Chief Kriner said that he would contact Bill Roll, chairman of the Civil Service Commission, to see if the commission would be interested in making the revisions.

Halloween Parade

Mr. Troup moved to donate \$300 to the Halloween Parade Committee; Mr. Carl seconded the motion. Council approved unanimously.

Street Supervisor's Report

Mr. Slodysko stated that the paving should begin tomorrow. Approval has been given for the additional streets that are to be paved. Milling will take a day to a day and a half and paving will take up to three days. The streets to be paved are King Street from 5th to 6th; 6th Street from Orange to Prince; Hanover Street from 6th to 7th, Pond Avenue from Hanover to Prince; and Fifth Street above Strawbridge Road. Rolled curbing will be installed at a problem area on Lincoln Street where there are drainage issues, and on Empress Tree Lane. The street crew will be patching other streets throughout the Borough.

Mr. Slodysko is obtaining prices for equipment and trucks and will present them at the next meeting and at the budget meetings. He stated that he will get the work scheduled for the Fire Police building. Mr. Klock asked which truck is to be replaced. Mr. Slodysko responded the '04.

Emergency Services Board Report

Mr. Apple stated that the board will meet in October.

Code Enforcement Officer's Report – no report

Committee Reports

Community Development

Mr. Reed reported that volunteers worked at the Dog Park over the weekend and it is coming along. An area for small dogs is being fenced separately from the area designated for larger dogs. Mr. Klock stated that a volunteer is coming tomorrow to drill additional holes for the fence posts. Several trees have been planted. Mayor Zboray asked if the sign that is being made mentions the donation from the S. Luther Savidge Charitable Trust. Mr. Klock responded that it does not but that an additional sign could be made to list donors.

Mr. Carl noted that the refrigerator which was donated by Mr. Klock is in the kitchen. The other appliances will be ordered.

Mr. Carl stated that when the committee members meet on Monday they will look at the playground tiles.

Finance

Mr. Troup announced that the committee will meet on September 19th at 6:30 p.m.

Mr. Carl moved to approve the budgeted amounts to Liberty Splashland (\$6,000); Shade Tree Fund (\$1,000); Priestley-Forsyth Memorial Library (\$1,500); Penn Valley Airport Authority (\$600); and Northumberland Revitalization Committee (\$1,000). Mr. Klock seconded the motion. Council approved unanimously.

Personnel

Mr. Troup stated that personnel issues will be discussed in Executive Session.

Public Safety

Mr. Troup asked for someone on the committee to serve as chairman. Ellie Rees stated that she would prefer not to since she was just appointed to the council. She added that if elected in November, she would serve as chairman next year. Mr. Reed agreed to assume the chairman position.

Rules

Mr. Sees stated that he is working on the rules for the dog park. Mr. Klock requested that he email the draft to the other council members for review.

Ordinance 2013-3 (Animal Control Ordinance)

Mr. Klock stated that the ordinance is ready for council to vote to advertise. If approved, the ordinance will be available for public review with council action to be taken at a specified meeting. Mr. Tira had a question about using a percentage of the fees and fines toward the TNR Program. Mr. Klock said that due to start-up costs, he thinks the fees and fines should be kept by the Borough at this time. Mr. Tira stated that the fees and fines are set by resolution so they could be changed in the future. Amanda Carl questioned the article that addresses the number of animals permitted in one household. Discussion ensued. Mr. Carl stated that he feels the ordinance should address the person who is not taking care of their animals and not assign a number of animals that are permitted. Mr. Tira noted that this ordinance does not address kennels. He said that kennels are also not addressed in the Borough's zoning ordinance and he advised that kennels should be addressed in the zoning ordinance. Council decided to eliminate the section of the ordinance that limits the number of household pets.

Mr. Carl stated that people are walking their dogs in the King Street Park. He feels that more signs prohibiting dogs should be posted in the park.

The Trap, Neuter, Release (TNR) was discussed. A flowchart was developed which addresses the TNR program and the various options depending on whether or not funding is available. The flowchart is included as part of the ordinance.

Mr. Troup moved to advertise the animal control ordinance, Ordinance 2013-3, with the changes noted for possible adoption on September 17, 2013. Mr. Klock seconded the motion. Council unanimously approved the motion. Mr. Troup thanked Mr. Klock for his involvement in developing the ordinance. Mr. Tira will provide the revised ordinance for public review.

Mr. Sees stated that he will send the proposed rules for the dog park to the solicitor and council members.

Streets

Mr. Reed stated that he has nothing to add to the street supervisor's report.

Old Business

1. Upon motion by Mr. Klock, seconded by Mr. Carl, council voted unanimously to approve Ordinance 2013-2. This ordinance addresses Neighborhood Blight Protections and Enforcements.
2. Mr. Tira stated that the PMRS Contract would be discussed in the Executive Session
3. Riverbank Restoration Project
The Borough Secretary requested permission to advertise the Riverbank Restoration Project for bid. She stated that DEP has stipulated when the work may be done and there is a small window of time. Work may begin once the bags

are down and must stop in the spring when the fish are spawning. Mr. Klock stated that he would like to review the plans before voting to advertise the bid. Discussion ensued. The proposed design plans were provided for the council's information. Mr. Wynn moved to advertise for bids the riverbank stabilization project which rebuilds the riverbank with riprap along the north branch of the Susquehanna from Route 147 to the boat ramp near Route 11 along the west branch of the river as designed by Stahl/ Shaffer and to accomplish what's included in the project narrative that was approved by DEP. Mr. Carl seconded the motion. Mr. Wynn, Mr. Carl, Mr. Reed, and Mrs. Rees voted aye; Mr. Troup, Mr. Klock and Mr. Sees voted nay. Motion passed 4-3. A mandatory pre-bid meeting will be included in the advertisement.

4. Mr. Klock asked about the status of the payroll audit. Mr. Sees stated that Mr. Fuller is submitting a proposal for Mr. Troup to sign. Mr. Fuller has requested permission to remove the timesheets from the office. The Borough Secretary stated that this year's records have not been audited. Mr. Tira asked if the Borough's auditor removes the files. The response was that the auditor comes to the Borough Office to audit the records. Mr. Sees said to provide copies. Mr. Klock stated that making copies would take a lot of the secretary's time and he feels he should come to the office to audit. Mr. Troup added that it is a lot of paper. Mr. Carl added that if there were any questions, there would be people here who could answer them. Mr. Wynn said the auditor come here. Mr. Troup stated that he would talk to Mr. Fuller tomorrow.

New Business

1. Mr. Klock moved and Mr. Reed seconded a motion to pay the bills. Discussion ensued. Council voted unanimously to approve payment of the bills. Bills to be paid from the General Fund total \$41,715.28; Parking Meter bills total \$684.19; Liberty Splashland bills total \$2,463.12; and Sewer Department bills total \$74,197.34.
2. Upon motion by Mr. Carl, seconded by Mr. Wynn, council voted unanimously to transfer \$3,441.48 from General Fund to Liberty Splashland Account. This is the 2nd PHEAA payment.
3. Upon motion by Mr. Carl, seconded by Mr. Wynn, council voted unanimously to transfer \$77.51 from the Liberty Splashland account to the General Fund for the August 30, 2013 payroll.
4. The Borough Secretary informed the council that she has taken the HIPAA training online. She will provide them with additional information.
5. Mr. Troup read an invitation from the American Legion Post 44 for the 9-11 service at the King Street Park on September 11, 2013 at 7:00 p.m.
6. Mr. Wynn asked about approving the drywall for the stage. He noted that a plan exists by Wolfe Associates that shows what should be done in the gym area. The

plan has two handicapped restrooms. He feels that the gymnasium should be completed so the area may be rented out. Mr. Reed stated that he and Greg had discussed the project at the Community Development meetings and feel that the stage and ceiling area should be completed first. Mr. Carl added that the committee decided that air conditioning was not necessary and that the area could be heated with several gas units. Discussion ensued. There is over \$30,000 that has been donated for renovations to the gymnasium and there is other funding from the Geraldine Mertz bequest that is to be used for recreational purposes. Mr. Wynn moved to use the funds available to hire Bruce Killian at a cost not to exceed \$6,000 to drywall the stage area. Mr. Reed seconded the motion. Council voted 6-1 to approve the motion with Mr. Klock casting the dissenting vote.

Mr. Wynn moved and Mr. Reed seconded the motion to adjourn for an Executive session to discuss litigation and personnel issues. The meeting will not be reconvened. The council meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Janice R. Bowman
Borough Secretary