

Borough of Northumberland

175 ORANGE STREET
NORTHUMBERLAND, PA 17857

Phone: (570) 473-3414
FAX: (570) 473-3986

E-Mail: office@northumberlandborough.com
www.northumberlandborough.com

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175 Orange Street, Northumberland, PA 17857
Northumberland Borough Council Meeting
April 15, 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, James Troup, and Harry Wynn. Others present were Mayor Zboray; Jeremy Deitrick, Sewer Department Superintendent; Ted McCollum, Code Enforcement Officer; and Janice Bowman, Borough Secretary.

Public Comment

Eleven visitors introduced themselves.

Brian Book, from Hazen & Sawyer, informed the council that there is a DEP grant program for small projects that is administered by the Commonwealth Finance Authority. The deadline is May 15th. He suggested that the I&I project could be funded through this program. The grant is 75% and local match would be 25%. Hazen & Sawyer will prepare the application.

Jim O'Maley, Engle-Hambright & Davies, Inc. (EHD)

Mr. O'Maley informed the council that his company, Engle-Hambright & Davies, Inc., is a broker for insurances for municipalities. His company represents six out of ten of the largest municipalities in the state. He explained that the company takes a hands-on approach and will provide the Borough with a complete program. The company is proactive and conducts training for the employees. He said that brokers typically receive \$12,000 to \$15,000 in commissions. He explained that there are only a few companies who handle municipalities and feels that his company would be able to save the Borough money. Mr. O'Maley provided the council members with a handout explaining the insurance program and his contact information. The company has five offices in Pennsylvania.

Council Meeting Minutes – March 18, 2014

Upon motion by Mr. Reed, seconded by Mr. Klock, council approved the council meeting minutes of March 18, 2014, by a vote of 6-0-1 with Mr. Sees abstaining.

Northumberland Sewer Department Report – no report

Mayor's Report

- Mayor Zboray informed the council that this year the Memorial Day Parade on May 26th would form at 8:30 and move at 9:00 a.m. The ceremony will follow at the Riverview Cemetery. Once again, the drum and bugle corps from Herndon will perform.
- The Priestley-Forsyth Library is again having the Touch a Truck on June 14th from 10:00 a.m. to 2:00 p.m. The Mayor told council that Wendy Yaw will take one of the police vehicles to show the young children.
- Mayor Zboray thanked Jason Nichols for taking care of the heating and air conditioning at the Girl Scout Little House.
- Mayor Zboray received the following letter from Peggy Chamberlain Roup, a Snyder County Commissioner, commending Officer Kevin Rushton for coming to her aid:

"Dear Mayor Zboray, I'd like to report something good. Northumberland Borough can be very proud of Officer Kevin Rushton. Last Friday night I was returning from a CMSU event in Danville when the rock slides occurred along Route 11 in Point Township and crashed into my truck. I first contacted 9-1-1 to report this dangerous situation so other motorists could be alerted. Minutes later, it was apparent that I had at least one flat tire so I called 9-1-1 again, this time for help. I pulled into a driveway near the Borough and did manage to remove my spare and jack until Officer Rushton arrived. What a welcomed site! It was cold, windy and raining, but he came to my assistance in the most professional and courteous manner. It was a frightening experience to be alone on the dark stretch of road in an unpopulated area. I say that to emphasis how grateful I am for his help. Residents of Northumberland can be very proud of Officer Rushton who represented the Borough quite well. I believe it is important to acknowledge good deeds so I had to share this with you and council. Again, my sincere thanks to Officer Rushton. It was a pleasure to make his acquaintance. Best regards, Peggy Chamberlain Roup, Snyder County Commissioner."

Mayor Zboray stated that he wanted to read the letter in public because it is something nice about one of our officers.

- Mayor Zboray informed the council that Joe Tumolo, of Joe's Landscaping, has provided a design for the walkway around the gazebo in the King Street Park. The S. Luther Savidge Charitable Trust has provided \$7,000 for the project. Mr. Tumolo will reuse the brick that is in the walkway and brick that is stored at the recycling center that was removed from the alleys when they were paved. Mr. Reed moved to use the money from the Savidge fund for the walkway in the King Street Park. Mr. Klock seconded the motion. Council approved unanimously.
- Mayor Zboray informed the council that a college student, Jennifer Caeja, has requested permission to ride along with one of the officers for her college course. She will sign a waiver. Mr. Sees requested that the insurance company be contacted to confirm that she would be covered under the Borough's policy. Mr. Klock moved to permit Ms. Caeja to ride along with an officer providing confirmation is received from the insurance company. Mr. Wynn seconded the motion. Council approved unanimously.

Shikellamy School District Building Plans

Justin Ross, an architect with Larson Design Group, presented the final plans for the Shikellamy Middle School to the Borough Council. He informed the council that the Planning Commission had approved the plans earlier in the evening. He requested a

waiver for the submission of the preliminary plan and asked that council approve the final plan for the building. Mr. Ross explained that the Zoning Hearing Board had approved the height variance for the building and that the concerns from the Borough's engineer have been addressed satisfactorily. The only change in the final plans being shown to council tonight is that the area shown as blue siding will instead be brick.

Mr. Ruane asked how many employees will be working at the school. Mr. Ross answered approximately forty.

Mr. Klock moved to approve the Shikellamy Middle School building plan. Mr. Wynn seconded the motion. Discussion ensued. Council voted 6-1 to approve the plans with Mr. Sees voting no.

Upon motion by Mr. Klock, seconded by Mr. Reed, council voted 6-1 to wave the submission of the preliminary plan and to allow the final plan to proceed. Mr. Sees voted no.

Mr. Mike Apfelbaum, solicitor for the school district, informed the council that typically, if there is a private developer, a performance bond is required and the developer has to pay for it. He requested that the council waive the performance bond from governmental organization to governmental organization and enter into an agreement, saving taxpayer money. Mr. Wynn moved to waive the performance bond and both parties enter into an agreement. Mr. Apfelbaum offered to draft the agreement and present it to the Borough's solicitor for approval. Mr. Ruane seconded the motion. Council voted unanimously to approve.

Mr. Wynn asked if the flagpole could be kept at the same location as a landmark to the former C.W. Rice school. The district had agreed to donate the flagpole to the Borough. The current location of the flagpole would be on a soccer field. Mr. Troup stated that arrangements have been made to move the flagpole to a Borough site.

Mrs. Rees commented that when a lot of this planning was going on, she was fighting for her life with a liver ailment. She said that she voted yes, but has some reservations as to why the building was being situated at the new location instead of replacing the current school. She added that she wanted to go on record that she has reservations.

Code Enforcement Officer's Report

Mr. Ted McCollum provided a handout to the council. He informed the council that he has gotten an update on some of the abandoned properties in the Borough.

Mr. Reed stated that several people who attended the Community Development meeting proposed acquiring a vacant property next to the Girl Scout Little House, demolishing the house to create parking for the Girl Scout House. Others are leaning toward getting the property for the veterans. He said that he thinks that the council should decide in which direction to go. Mr. Reed spoke to Brianna Apfelbaum and she is willing to assist the Borough in acquiring the property. She has assisted the City of Sunbury in this manner. Questions arose about where the funding would come from. Mr. McCollum stated that the

bank is going to acquire another property from the owner's estate to pay off the lien that they owe. In the order of paying off the debts, the order is child support, the taxes, and then the bank. Someone would have to work something out with child support. Mr. McCollum said that he was asked to call back in July to see where it is at. Mr. Wynn stated that Barb Kistner had been told that if the bank receives \$61,000 for the other property, the bank would donate the property to the Borough. Mr. Troup stated that he feels more facts are necessary and the question should go back to the committee. Mr. Troup asked what the council feels should be done with the property. Mr. Reed said that he does not know if parking is needed for the Girl Scout House, adding that this room can be rented out. He said that it will also cost money to demolish the building and he likes the veteran's idea. Mr. Wynn said that his brother was a veteran and was homeless at one time. Mr. Ruane stated that group homes are addressed in the Borough Code. Mr. McCollum said that he was told that the home is in very good shape. Other than some counters missing in the kitchen, it is okay. Mr. Klock asked about funding. Mr. McCollum said that on April 25th at 2:00 p.m. he has a meeting called incubation with "Kelly" who would walk him through this program with grant money and for a 501c3; what is involved and how it gets started. Kelly is with the state. Mr. Troup stated that he agrees with Harry and Steve and would rather see a home for a disabled veteran or a homeless veteran than a parking lot. Mr. Reed stated that if the Borough turns it into a parking lot for the Girl Scout House, the property would come off the tax rolls. Mayor Zboray noted that a home for a disabled veteran would also take the property off the tax rolls. Mr. McCollum stated that the veteran must be 100% disabled.

Mr. McCollum informed council that he spoke to someone with a company that is contracted to pave the PAWC and UGI street cuts. He was told that the company would be in the area in May and June. Mr. McCollum requested that the paving is done in May. Dave Ramer is working with the contractor for the PAWC on the repair to the street cut on 7th Street since he and the water company both have street cuts in this location. Mr. Wynn asked about the street cut at 7th and Queen Streets. Mr. McCollum responded that the cut was made by UGI.

Mr. McCollum asked council about a zoning permit that he had submitted to the council and was turned over to the solicitor for his approval. Council has not heard from the solicitor. Mr. Troup stated that he would check.

Mr. Reed asked what council wants done about the property next to the Girl Scout House. He said that he would see Debra Hendricks at the bank and check into it.

Mr. Bill Gross asked if the lot at Fourth and Queen Streets where the Exchange Hotel had been should be taped off because it appears unsafe. Mr. McCollum stated that the owner will be putting stone in the lot, and added that he would tape it off in the morning.

Mr. Klock noted that the tape around the playground has come down again and should be replaced until the sand is put in the cracks.

Emergency Services Board Report – no report

Committee Reports

Community Development

Girl Scout House

- Mr. Reed said that the heating and cooling system have been installed and requested that a thank you note be sent to Jason Nichols for donating his time and materials.
- Barb Kistner has drawn up preliminary plans and Ted August is going to formalize the plans.
- A dumpster has been placed at the building. Volunteers from the United Way will be at the building on April 25th.
- Prices will be obtained from contractors for the remodeling of the building.

Gymnasium

- The drywall on the stage area is completed. Mr. Reed said that he did an excellent job.
- Estimates for the heating and electrical work are being obtained.

Liberty Splashland

- The street employees said that they were not comfortable repairing the pipes at the pool so a plumber will be contacted.

Dog Park

- The United Way volunteers will be raking and seeding at the dog park.
- There are some benches to be assembled. Mr. Reed said that there will be a work party soon and he will contact everyone.
- Mr. Klock stated that there is a resident who wants to put on a fundraiser for the dog park.

Community Room

- The stove must be installed in order to obtain an occupancy permit.

Playground tiles

- Sand will be placed in the cracks this week if the weather permits. A better solution is being sought. Contact was made with Ely Associates. One of the companies that sell the poured matting called today and will check if their material could be poured in the cracks as a short fix. If we send the representative the size of the playground, they will provide a price. Mr. Wynn stated that a representative at Playworld said that the price runs between \$13 and \$20 per square foot. Mr. Wynn said that the street department will bet sand and wheel it in rather than backing the truck into the grass. He said that he has brought the part-time employee in to work. Mr. Klock asked what he is doing. Mr. Wynn said that he is learning procedure. They are doing the pond. Mr. Klock asked why he didn't bring in the temps. Mr. Wynn said that the college students would be starting soon and that he has called the part-timer in to work now.

Pineknottter Park

- The water and power will be turned on at Pineknottter Park this week. Mr. Reed said that picnic tables have been ordered for the field. Mr. Dick Simpson informed the council that money remains from the Ditton Memorial Fund which could be used to purchase materials for a batting cage. Mr. Simpson said that a dumpster is needed at the ballfield. He

requested that the street department roll the field. Mr. Wynn said that they would try to get it done tomorrow or Thursday.

- Greenways, Trails and Recreation Grant
There is a new grant that requires a 15% match. Because of the timing, the DCNR grant funding for the trail could be used as a match. The suggestion is to apply for funding to construct the steps that would go on the north side of the Priestley Bridge and connect to the DCNR trail that goes to the Point. Discussion ensued. Mr. Klock made a motion to apply for the Greenways, Trails and Recreation Grant. Mr. Wynn seconded the motion. Council approved unanimously.

Middlecreek Signs

- Barb Kistner contacted Trish Brill of Middlecreek Signs and she has provided a sample design for the NHS sign for outside the door at the 2nd Street Community Center. Ms. Kistner plans to paint the wall white and the NHS sign will be installed on the wall. The company will also provide and install lettering above the doors for "History Museum". The work will be paid by funds bequeathed to the Borough by Gerry Mertz. Mr. Troup moved, and Mrs. Rees seconded the motion to approve the signs and paint for the wall. Council approved unanimously.

Tags for cat licenses

Mr. Klock asked if the order has been placed. The company contacted the Borough Office because the employee originally handling the order has left the company. There is an additional cost of \$50 to have three different colored tags for the three years. The company also does not have maroon tags. Purple, orange and green tags could be ordered. The council had approved spending \$137.57. The price would be \$186.47 for three different colors for three years. Mr. Klock suggested purchasing 100 tags for the rest of this year and 2015. The first tag would have 2015 on them instead of separate tags for 2014 and 2015. Mr. Troup suggested purchasing tags for the first year to see how many are sold before ordering for additional years. Council decided to have the first tags to cover 2014 and 2015.

Finance

- Mr. Sees stated that the audits will be available on Monday, April 21st. He added that he is meeting with Mike Fuller at 1:00 p.m.
- The committee meeting scheduled for Thursday is cancelled.

Personnel

Mrs. Rees asked what is happening with the street supervisor position. Mr. Troup responded that the committee has received resumes and they have some ideas in mind.

Public Safety

The committee did not meet tonight because of the Planning Commission. Mr. Ruane is researching information for a generator for the traffic signal at King and Water Streets.

Rules

- Mr. Ruane stated that the committee met last night. They discussed the sign replacement program. A meeting is being held on May 14th at the Point Township Building to go over the requirements. Mr. Ruane asked that he be signed up for the meeting. Mr. Troup stated that Sunbury may be able to make the signs for the Borough. Mr. Ruane suggested that the council may want to purchase a sign machine for the Borough since so many must be replaced.
- The committee is considering the fines for parking violations. Mr. Reed stated that he is concerned about the downtown. The police department has provided a breakdown of the cost of writing a ticket.
- Mr. Wynn asked about enforcing the rules at the dog park. Discussion ensued. A business owner had offered to purchase a stand for bags to be placed at the park. Jon Apple said that he would check if Weis Markets Streets

A street sweeper demo was held last week. Mr. Wynn received a quote from the manufacturer. Mr. Wynn was told that the company would give the Borough \$5,000 as a trade-in for our street sweeper. If the Borough takes delivery on the new sweeper by June 15th, the company will reduce the price by \$5,000.

The initial payment for the sweeper would be \$53,487.93. The finance with this company is 3.49% for five years. 1st National Bank financing is 2.85% for five years and Northumberland National Bank is offering 2.75% for six years. Mr. Wynn said that he feels the money that was budgeted for a new truck could be spent for the street sweeper. He has contacted PennDOT and they said that they do not clean the state roads that are in town.

Old Business

1. Mr. Klock stated that there is a way to save some serious cash and it has to do with hiring a Street Supervisor. Personnel committee met and has received resumes. They did not make a decision to interview anyone. There is an opportunity to fill the position internally. The Borough could have a dual role, Code/Street Supervisor with Ted McCollum holding both positions. If it does not work out to maintain both and council would have to drop the code responsibilities from his plate, then there would be a reduction in the salary along with that. Mr. Klock said that the Borough was going to pay \$50,000. The Borough budgets \$18,000 for the code officer salary. Mr. Klock suggested that council offer Ted \$40,000 to hold both roles. Since he is single, the Borough would save money for the insurance plan because both Tom Slodysko and the person who turned down the offer had a family plan. Mr. Troup estimated that the Borough would save approximately \$16,000 per year. Mr. Klock said that this would save the Borough approximately \$34,000 per year. Mr. Wynn asked about the offer he made. He said that the Borough could save \$56,000. Mr. Wynn said that he hasn't passed the test and questioned how he could do another job. Mr. Troup said that after talking to Paul, he understands that the test is not easy. Mr. Sees suggested that if he is working four hours per day as a code officer, the \$18,000 salary could be doubled if he is hired as the street supervisor. Mr. Klock said that if the code position doesn't work

out because he has to pass the test by the end of June, he would drop back to \$35,000 and just fill the street supervisor position. Mr. Sees suggested that the topic be discussed in Executive Session. Mr. Troup agreed and said that the Executive Session would be held at the end of the meeting.

New Business

1. Mr. Reed moved to approve payment of the bills. Mr. Klock seconded the motion. Council voted unanimously to approve payment of the bills. Bills to be paid from the General Fund total \$34,756.50; bills to be paid from the Parking Meter fund total \$684.19; 2nd Street Community Center bills total \$5,700; and Sewer Department bills total \$21,481.10.

Executive Session

Mr. Troup adjourned the council meeting at 8:57 p.m. to discuss personnel issues and would return if a vote is required. The meeting was reconvened at 9:20 p.m.

Mr. Klock made a motion to allow the police officers to carry over the time that they were unable to use in 2013, per the audit, to 2014. The time must be used by the end of 2014. Mr. Sees seconded the motion. Council voted unanimously to approve.

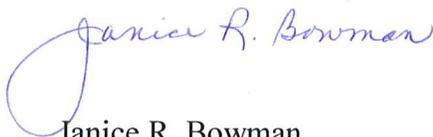
Mr. Klock made a motion to extend an offer to Ted McCollum for the salary position of Borough Streets Manager and Code Officer at the rate of \$40,000 per year. If at any time he loses the Code Officer position, the salary is reduced to \$35,000 per year. There is to be a 90 day probationary period. Mr. Reed seconded the motion. Mrs. Rees stated that she appreciates Adam's thoughtfulness about working the financial part of it and thinking that it could save money. But where she can't go through with it is the particular character of the person from what she's observed and when she and Paul were looking at the qualifications, she knows they see things differently but also knows that Mr. Klock is really smart. Mr. Klock said that he would not set anyone up to fail. But there is a probationary period if it doesn't work out. Mrs. Rees said that there was a probationary period before and council didn't do anything about it. Mr. Klock said that it was very poorly rolled out on council's part. Mr. Sees said that when Ted was hired, Mr. Sees didn't know what Paul's job entailed. He feels that it is a learning process and council should have hired someone to work with Paul for several months. Mrs. Rees said that when she looks at the qualifications, she questions how Adam puts Ted with these qualifications. Mr. Klock said that everyone who was interviewed had different strengths and weaknesses. He said that we are not going to get a Tom. We were lucky to have Tom. The closest candidate who came to that didn't accept the job. Mr. Klock said that we don't have an ideal candidate but he thinks that Ted knows the office and has done a good job organizing the office and has worked side by side with Tom so there is a familiarity there. He does not think that there is as much of a learning curve for him that there would be for someone else. Mr. Sees asked if personnel interviewed him on the streets end of it. Mr. Klock replied that they didn't interview anyone on the second round. Mr. Wynn added that he wasn't interviewed on the first round. Mrs. Rees said that she knows that Mr. Wynn has been working so hard and asked him if he would want Ted to take his place as the supervisor or if he would want to continue on. Mr. Wynn said that his vote is no. He does not feel that Ted has the experience or the capability to handle the job and he

contacted several employers on his resume and he was let go by three of the places. Mr. Sees asked if it is up to the personnel committee to oversee that he is doing his due diligence during the personnel committee or if it is up to streets. Mr. Wynn stated that he would be overseeing his work and that he would try to help him if council votes to hire him. Mayor Zboray asked if there would be a chart to evaluate him after the ninety days. Mr. Reed said that they should meet with him after the first month. Mr. Klock stated that this should be applied to everyone on an annual basis. Mayor Zboray said that his concern is passing the exams. He questioned if Ted can read blueprints and diagrams, such as if the lights go out in the park. Mr. Klock said that he can do this. Mr. Troup said that no one had the total package like Tom had. Mrs. Rees asked if it is strange to vote on hiring him if he didn't apply for the job. Mr. Klock said that he did apply, twice. Mrs. Rees asked if he was interviewed. He was not. Mr. Klock said that he was not high on the guy from Merck; he does not feel he has enough background. He said that he wrote out pros and cons on everyone. Mr. Wynn said he liked the guy from Danville who had worked for a municipality and also had management experience. Mr. Troup noted that he worked for Mahoning Township and read the experience listed on his resume. Mr. Troup called for a roll call vote. Mr. Klock, Mr. Reed, Mr. Sees, and Mr. Troup voted yes; Mr. Wynn, Mrs. Rees, and Mr. Ruane voted no. Motion passed 4-3.

Mr. Klock asked if council could do any more planning for the street sweeper since funding was freed up. Council discussed the loan terms at Northumberland National Bank and Mr. Wynn said that he would know more tomorrow. No action was taken.

The meeting was adjourned at 9:39 p.m.

Respectfully submitted,



Janice R. Bowman
Borough Secretary