

Borough of Northumberland

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175 Orange Street, Northumberland, PA 17857
Northumberland Borough Council Meeting
October 7, 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, and James Troup. Others present were Mayor Zboray; Ryan Tira, Borough Solicitor; C. L. Kriner, Police Chief; Jeremy Deitrick, Sewer Superintendent; Ted McCollum, Street Supervisor/Code Enforcement Officer; and Janice Bowman, Borough Secretary. Council members Ty Sees and Harry Wynn were absent.

Public Comment

Jon Apple, Fire Police Captain, informed the council that the Luther Savidge Fund has matched the money raised by their meat-raffle fundraiser in the amount of \$2,355. They will also match money, up to \$12,000, raised by future fundraisers, until January 1, 2017. The money is to be spent for the purchase of a vehicle.

Council Meeting Minutes

Upon motion by Mr. Reed, seconded by Mrs. Rees, council unanimously approved the council meeting minutes of September 2, 2014.

Northumberland Sewer Department Report

Mr. Klock reported that the committee met earlier this evening and discussed the I & I project that is going to be advertised for bid. He moved to authorize Hazen & Sawyer to put the I & I project out for bid online on PennBid for opening at 1:00 p.m. on November 3, 2014. Mr. Troup seconded the motion. Council approved unanimously.

Mr. Klock stated that the committee discussed the sewer rates and changing to a water-based billing system. The committee discussed billing the flat rate of \$25 per month for the first quarter bill and then bill at the end of the quarter for the water usage during that quarter. The other option is to bill the EDU rate as is currently used, and change to the water usage method for the 2nd quarter, basing the bill on the 1st quarter water usage. The committee is recommending that the second option is preferable since the department would lose the "water usage" income for one quarter during the 2015 year if the water-based billing system begins on January 1. Mr. Klock moved to bill by EDU for the first quarter of 2015 and, after that, to bill on water usage at a usage fee of \$5.63 per 1,000 gallons of water with a flat fee of \$25.00 per month. Mr. Ruane

seconded the motion. Council approved unanimously. It is expected that the new billing software will be ready by the end of the year.

Steve Siegfried, an engineer with Hazen & Sawyer, informed council that they are working on the PennVest closing. A letter of no prejudice from PennVest is necessary before the contracts may be awarded for the project.

Mayor's Report

- Mayor Zboray read the following letter from St. John's Lutheran Church: "To the men and women of the Northumberland Borough Police Department, We would like to take this opportunity to acknowledge and thank you for your caring service to our community. Responding to a host of emergencies and calls, you get to see the worst and the best in our community. Your continued caring and dedication to help others is greatly appreciated. We hope you enjoy your appreciation lunch. St. John's Lutheran Church, Northumberland."
- Mayor Zboray announced that the annual Halloween Parade is scheduled for October 29th at 7:00 p.m.
- The Sharon Budd Day was a success last Friday evening. Mayor Zboray thanked Jeff Farrow, Ron Frost, the #1 Fire Company, the entertainers, and everyone who helped with the event.
- Money was collected from the parking meters.
- S. Luther Savidge Trust has awarded \$1,500 for Music in the Park; \$4,500 for lamp posts and lights in King Street Park; and \$1,400 for the Girl Scout Little House. \$5,000 was awarded earlier this year for rewiring King Street Park.
- Mayor Zboray stated that the police policy manual has been in the Borough Office for about two months and he would like the council to approve them. One council member came into the office to read them. Chief Kriner noted that the solicitor has reviewed the policies and made some changes. He noted that the police officers will be tested on the policies before they go into effect on January 1, 2015. Mr. Tira stated that the resolution he has with him provide for the policy to be effective immediately. He said that he would change the effective date to January 1, 2015 and provide the amended resolution to the Borough Secretary, if adopted. Mr. Klock moved to adopt the police policy manual. Mrs. Rees seconded the motion. Council approved unanimously. It is as follows:

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

***WHEREAS**, the Northumberland Borough Police Department maintains internal Rules and Regulations for the operation of the Northumberland Police Department; and*

***WHEREAS**, the Northumberland Chief of Police has developed revised Rules and Regulations for the operation of the Northumberland Police Department; and*

***WHEREAS**, a copy of the revised Rules and Regulations for the Northumberland Police Department are attached to this Resolution as Exhibit A; and*

***WHEREAS**, the Borough Council of the Borough of Northumberland desires to adopt the revised Rules and Regulations for the Northumberland Police Department; and*

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Northumberland this 7th day of October 2014 that the prior Rules and Regulations of the Northumberland Police Department are hereby rescinded and the attached Rules and Regulations of the Northumberland Police Department shall be effective January 1, 2015.

ADOPTED as a resolution of the Council of the Borough of Northumberland, Northumberland County, Pennsylvania, this 7th day of October, 2014.

ATTEST: BOROUGH OF NORTHUMBERLAND
By: _____ By: _____
Janice Bowman, Borough Secretary James Troup, Council President

Passed this 7th day of October, 2014.

By: _____
Len Zboray, Mayor"

- Mayor Zboray noted that PennDOT will be working on King Street tomorrow.

Street Supervisor/ Code Enforcement Officer's Report

Mr. Ted McCollum informed council that there is a pending Zoning Hearing for a group home on Park Avenue for special need individuals. Council members requested that they be informed of the date of the hearing.

Mr. McCollum stated that KayAnn Busshaus has concerns with the parking situation on the west side of Fifth Street. She has a veterinarian office at this location and has requested a sign for customers' parking during business hours. Council stated that there is a policy for posting signs at businesses in the Borough that would apply.

Mr. McCollum stated that the Borough Crew had installed signs on Prince Street, working down through the Borough. Mr. Ruane stated that he had specified that the new signs be posted on Orange Street first and then Hanover Street. Mr. Ruane added that he has a system for the sign placement.

Mayor Zboray thanked Mr. McCollum for replacing signs that had been knocked over by trucks.

Mr. McCollum stated that he has gotten prices for a steel building to house the street sweeper. The lowest price he received was for \$5,900. Mr. Ruane questioned where the money was coming from for the purchase. Mr. McCollum stated that Zartman's has donated a quonset hut, however some of the framework is missing. Mayor Zboray stated that he had looked at portable carport for the cemetery. Mr. Troup had an advertisement. He suggested that the Street Committee explore the options at the committee meeting.

Mr. McCollum informed the council that the maintenance of the street sweeper includes removing and cleaning the solenoids each time the sweeper is run. Mr. Tira advised that Mr. McCollum submit a written warranty claim. Mr. McCollum stated that he will also purchase six brushes at \$108 each for the sweeper.

Mr. McCollum stated that the Kubota went out for repairs. The front axle housing was cracked and there are transmission problems. The cost to repair it is about \$1,600. With a discount and \$2,000 for a trade-in, the price for a new Kubota is \$12,000. Mr. Ruane asked how many hours are on the machine. He was told 1700 hours. Mr. Ruane stated that he feels the Kubota should be repaired. Council decided that the Kubota is to be repaired.

Mr. McCollum said that the timer has been repaired on the lights in the gazebo. Mayor Zboray stated that he reset the timer a few weeks ago to come on at 6:00 p.m. and to go off at 11:00 p.m.

Mayor Zboray asked about the clock at the Northumberland National Bank. The clock had been purchased by NNB and given to the Borough. Several years ago, repairs were necessary and NNB paid for the repairs.

Emergency Services Board Report

Mr. Apple stated that the committee met last night.

Committee Reports

Community Development

- MacRay VanKirk informed the council that the Kiwanis Club donated \$300 and YBC has donated some of the materials for the bridge project and is providing other materials at a very good cost. McRay is building the bridge for the Howling Hollow Dog Park as his Eagle Scout project. He provided a model of the bridge that will be built.
- Mr. Klock stated that a committee for the dog park will meet on October 20th at 6:00 p.m.
- Mr. Reed met with Troy Smith, an architect. He will reconfigure the drawings to place the restrooms at the back of the gymnasium, instead of at the front. He will also provide plans for the wiring and heating at a cost of \$2,200. Mrs. Rees requested that the architect be asked to include more stalls in the ladies room than the men's room. She also requested that diaper changing tables be provided in both restrooms. Mr. Reed moved to hire Troy Smith to revamp the gymnasium plans. Mrs. Rees seconded the motion. Council voted unanimously to approve the motion. Mrs. Rees also requested that an area be provided in the restroom for mothers to nurse their babies.
- Mr. Reed stated that a work party was held at the dog park. They put mulch, donated by Sunbury, along the fence line and spread stone. The dispensers for the plastic bags will be installed at the next work party.
- Mr. Klock announced that a Halloween Party will be held at the dog park on November 1st at 11:00 a.m.
- A work party is set for the Girl Scout House on Saturday, October 11th from 9:00 p.m. to 5:00 p.m.

The committee will meet Monday night at 7:00 p.m.

Finance

Mr. Klock stated that the committee met and reviewed the budget requests from the departments. The next meeting is October 16th at 6:30 p.m.

Personnel

Mr. Troup stated that an Executive Session would be held related to labor.

Public Safety - no report

Rules - no report

Streets - no report

Old Business

1. Mrs. Rees asked if the parts of the playground equipment that are broken could be repaired or replaced. Mr. Reed stated that he planned to discuss the equipment at the Community Development committee meeting and would speak with Ted about getting the parts numbers off of the equipment.

New Business

1. Mr. Reed made a motion to approve payment of the bills. Mrs. Rees seconded the motion. Council approved unanimously. Bills to be paid from the General Fund total \$122,646.92; Liberty Splashland bills total \$1,606.82; bills to be paid from the General Contingency fund total \$177.46; Liquid Fuels bills total \$445.50; bills to be paid from the Park & Recreation Fund total \$8,198.00; bills to be paid from the Donations Account total \$1,317.10; and Sewer Department bills total \$18,597.42.
2. Upon motion by Mr. Troup, seconded by Mr. Klock, council voted unanimously to designate Trick or Treat Night for October 31, 2014, from 6:00 to 9:00 p.m.
3. The Borough Secretary and Sewer Department Superintendent are obtaining electricity rates from various companies. The Borough Secretary requested that the council approve up to a designated amount per kilowatt hour that could be locked in when recommended. Discussion ensued.

Councilman Harry Wynn arrived at 8:20 p.m.

Mr. Troup moved to approve a blended rate of up to seven cents per kilowatt hour for a three year term. Mr. Klock seconded the motion. Mr. Klock requested that we wait to accept any electrical contract until we heard back from the engineer. Council approved the motion by a vote of 5-1 with Mr. Wynn casting the no vote because he was not present for the discussion.

1. Upon motion by Mr. Klock, seconded by Mr. Troup, council voted unanimously to transfer \$1,494.20 from the General Fund to Liberty Splashland. This is the PHEAA payment for 2014. Mr. Klock asked about the finances of the pool for the season. The Borough Secretary stated that the information is not complete because additional funding is anticipated from the Degenstein Foundation, based on the PHEAA earnings, and other sources, but would be available soon. Mr. Klock discussed the possibility of drilling a well at the property in order to reduce the water bill. The water bill for the season was over \$12,000 this year due to leaking at the pump. Last year's bills were around \$6,000.

A letter has been sent to the water company, requesting consideration of a refund since the major source of the leak was repaired.

Executive Session

Mr. Troup stated that the meeting would be adjourned for an Executive Session to discuss litigation and labor relations. He added that the meeting would not be reconvened.

The meeting was adjourned at 8:23 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Janice R. Bowman". The signature is written in black ink and is positioned above the printed name.

Janice R. Bowman
Borough Secretary