

Borough of Northumberland

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175 Orange Street, Northumberland, PA 17857
Northumberland Borough Council Meeting
September 16, 2014

President James Troup called the meeting to order at 7:03 p.m. The Pledge of Allegiance was recited.

Roll Call

Council members present were Adam Klock, Stephen Reed, Ellie Rees, Paul Ruane, Ty Sees, James Troup and Harry Wynn. Others present were Janice Bowman, Borough Secretary. Mayor Len Zboray was absent.

Public Comment

The three visitors present introduced themselves.

- Justin Ross, Larson Design Group, Inc., spoke on behalf of the Shikellamy Middle School project. He explained that since the time the project was let out for bid, one item came up. In the area along Hanover Street, the slope from the sidewalk to the soccer fields was steeper than the current slope and was to be planted with ivy. The architects learned that ivy takes about two years of intense maintenance until it looks nice. Long term maintenance is also involved. The alternate is to install a wall about seven feet high with a lower slope that would be planted with grass and mowed. The slope would be reduced from a 1.5:1 slope to a 3:1 slope. Mr. Ross said that the revision hasn't yet been accepted by the district, but the architects are seeking the Borough Council's approval. Discussion ensued. Mr. Ross explained that the lowest floor of the middle school sits a little bit higher than the grade of the soccer field. Council members were concerned that a seven foot high wall could be a safety issue. Mr. Ross said that a fence would be placed on top of the wall. He added that another option would be to install two walls, each approximately four feet high. The project was bid with and without a wall. In a week, the district is going to accept the low bid and choose which plan to approve. If the design is changed to two walls, a change order would be required. Council's preference is for the two lower walls.
- Ms. Fran Bogovich asked who is responsible for cutting the weeds and grass around fire hydrants. She was told the property owner or the realtor if the property is vacant. Ms. Bogovich stated that there is a fire hydrant on Susquehanna Road that is covered by weeds. She also stated that several properties along Strawbridge Road have high weeds which have not been cut all summer. She also informed council that people are cutting grass out into the street. Ms. Bogovich said that she understands a group home is going in on Park Avenue. She questioned if it has to come to the council for approval, adding that there are currently several group homes in the Borough. She said that she is not against the people, but is questioning the approval process. She

was informed that the code officer has been contacted by a representative from Keystone Services, but has not received a formal application for the required zoning hearing or the certificate of occupancy. Mrs. Bogovich stated that several years ago she read about a special needs survey that the county put out. The Borough Secretary responded that the Borough had included an article in the newsletter requesting anyone who would need assistance in case of an emergency should contact the police so they were aware of the need. The response was very minimal. The county will be contacted to learn if a survey had been taken. Mrs. Bogovich suggested that the Borough includes articles on grants that have been applied for in the Pineknoller News.

- Mr. Phil Hallden stated that he was the chairman for the dog swim. He said that it was successful considering the short amount of time that he had to get the event advertised. He said that it was under the assumption and was advertised that it was a fund raiser for the dog park in Northumberland and for Mostly Mutts because many of the people who came, came to support Mostly Mutts. He said that the group raised \$310. The money was turned into the Borough Secretary. He is requesting that half of the money be sent to Mostly Mutts and that the other half used for the dog park. Mr. Troup asked who decided the money should be split with Mostly Mutts. Mr. Hallden said that he had told Travis. Mr. Klock stated that in the future, the committee should discuss planning the events in advance and advertising them.

Mr. Klock moved to donate 50% of the revenue to Mostly Mutts. Mr. Troup seconded the motion. Council approved unanimously.

Council Meeting Minutes

Mr. Klock noted a correction in the council meeting minutes of August 19, 2014. He said that his motion to donate \$250 from the sewer department to the fire department for their assistance at the controlled burn should not include a condition on how the money is spent. He also noted a typographical error on page two where the numeral 1 should have been inserted for the interest percentage instead of an exclamation point. Mr. Klock moved to approve the meeting minutes of August 19, 2014 as corrected. Mr. Troup seconded the motion. Council approved by a vote of 4-0-3 with Mr. Ruane, Mr. Wynn, and Mr. Reed abstaining.

Northumberland Sewer Department Report

Mr. Klock stated that the counter-claim to the law suit with the Point Township Sewer Authority has been filed.

The department is drilling a well at the Queen Street Pump Station to supply water for the screening process. The well will result in savings of approximately \$1,000 per month. The cost of the well should be paid off within a few years, resulting in long-term savings.

Street Supervisor's Report – no report

Mrs. Bogovich commented that the street department had done a nice job of raising the storm drain at the corner of Prince and Third Streets. She asked if they could do the same at Prince and Second Streets.

The paving company will be milling around manholes this week with paving anticipated to start the following week.

Mr. Sees questioned what is being done about the curbing where cuts were made for the storm pipe. Mr. Wynn replied that the contractor tried to match the new curbing with the curbing that is not being replaced so it looks uniform. Mr. Sees said that the contractor should have replaced the drain pipes that were removed from the curb. Mr. Reed asked if the street supervisor should have been present to inspect the work being done. Mr. Wynn stated that he had told the contractor that he should put a three-inch piece of pipe in the frame when the curbing was poured. Mr. Sees stated that this had been done in front of his neighbor's property. The Borough Secretary stated that curbing has been installed where necessary whenever a street is paved. She noted that straight curbing may not be paid for with Liquid Fuel funds, but must be paid for from the General Fund. Handicapped curbing and ramps may be paid with Liquid Fuels funds. She also stated that council could consider installing curbs along an entire block and billing the property owners for the linear feet of curbing on their property. Mr. Wynn stated that when he lived in Sunbury, he was billed for the curbing that was installed at his residence. Mr. Klock informed council that he had originally requested that a six-foot section of curbing be installed before his driveway where curbing was missing. However, the curbing in front of his home was only about two inches high and during a heavy storm, the water would come over the curbing, wash out the ground and into his basement. He provided pictures of the water coming over the curb. Mr. Wynn stated that he didn't know who authorized the contractor to put this curb in front of Mr. Klock's house. Mr. Wynn said that beyond the six foot of curb, the remainder of the curb was not authorized. Mr. Klock stated that the code enforcement officer authorized the installation. Mr. Wynn stated that it was not right for him to authorize more than the six foot. Mr. Klock said that anyone may look at his pictures and that six feet would not have remedied the problem. The Borough Secretary stated that curbing has been installed along streets that are being paved, but in the past, it has not been installed where streets are not being paved. Mr. Klock asked if the costs exceeded the budgeted amount for the project. The Borough Secretary noted that because the project scope was changed from King Street, between Front and Second Streets, to Third Street, the number of ADA curbs changed and the amount of paving may change. The Borough Secretary also noted that an additional ADA curb was installed on Prince Street at the corner of Third Street, authorized by the code officer. The contractor had originally been told that because the paving was to end at Prince Street, the ADA curb was not to be installed on Prince Street. Mr. Wynn stated that he told Ted that he may not make changes on his own, but he hasn't listened. He added that the only catch basin that was authorized by the street committee to be repaired was the one at the corner of Third and Prince Streets. Mr. Wynn said that a cement mixer was purchased for \$300 and he feels that the purchase was unnecessary because it doesn't take long to mix by hand. Mr. Troup stated that he feels any Borough should have one. Mr. Wynn said that it should have been approved and Mr. Troup agreed. Mr. Klock stated that Jeremy is given an operational budget for the sewer plant and may purchase equipment that he feels is necessary within his budget. Mr. Troup stated that Ted should attend the next street committee meeting.

Code Enforcement Officer's Report – no report

Emergency Services Board Report – no report

Committee Reports

Community Development

- Mr. Reed reported that Barb Kistner has had material donated for the Girl Scout House. A work party was held last Saturday. Mr. Hallden stated that the main room was stripped; the bathroom will be made into a storage room; the kitchen will be divided for a kitchen and bathroom. The next work party is scheduled for October 11th from 9:00 a.m. to 5:00 p.m. \$16,599 in funding remains.
- Mr. Reed will be meeting with several architects to get prices for plans for the gym.
- Mr. Reed said that Ted drained the pool. There was a leak in the pool. The initial thought was that they would be able to find the leak based on where the water line was as the water leaked out. Mr. Reed stated that the pool could be caulked and water should be put back in the pool. Mr. Klock stated that Travis contacted him today about the drainage and there had only been one coat of paint on it in the spring and they could add another coat of paint now. Mr. Hallden stated that he had caulked the pool last spring and it would have been ideal to have the water in the pool to see where the leaks were and caulk them. Mr. Klock asked how much was spent on water. The Borough Secretary stated that she thought last year's bills were around \$5,000 and this year's were over \$7,000. [Note: The actual costs were \$6,228.93 in 2013 and \$12,335.65 in 2014.] Mr. Hallden stated that there is a pump over by the slide and the plugs weren't put in. While they kept filling the pool, there were two ¾ inch plugs opened. The pool water was high and they kept saying that they were losing water. Mr. Hallden said that once he screwed in the plugs, the water stopped running. He suggested that the water from the stream behind the pool be used to fill it. Mr. Klock suggested that a well should be installed at the pool. He said that the cost to drill the well to 200 feet is around \$2,600. He thinks a well and pump could be installed for around \$5,000. Mr. Hallden stated that he thought there was a well on the property. Mr. Troup stated that maybe the fire company could help out to put some water in the pool this fall. Mr. Klock stated that the well would pay for itself in a year. He said that he would obtain a quote for a well and bring it to the finance committee meeting.
- Mr. Reed said that the dog park committee met last night and identified goals and projects. Fundraisers are planned so tax dollars aren't used.
- Council discussed the problems with the playground tiles. Mr. Reed said that something should be done. Several ideas were presented from installing mulch, or removing the tiles and cutting them up to use as mulch, or continuing to place sand between the tiles. If mulch is used, the concrete under the tiles would have to be dug out. Mr. Wynn stated that the poured rubber surface costs \$18 per square foot. Mr. Reed noted that there is \$8,000 in the playground fund. The company sent a representative to work with volunteers to install the tiles. Mrs. Bogovich stated that the company should stand behind it. It was learned that the company is having issues with the surface because the water gets between the tiles and lifts them up due to freezing. Mrs. Rees said that one mother told her that the sand remained in a pile for most of the summer. Mr. Hallden stated that it may work to drill holes in the concrete so the water can drain through it. Mulch could be placed on top. The Borough Secretary will check with Bob Long to see if he has any suggestions. Mrs. Rees requested that the broken equipment at the playground be replaced.
- The Borough Secretary stated that Dick Simpson had applied to the Joseph J. Anselmo, Sr. Community Trust for funding for playground equipment at Pineknoller

Park. The equipment is ready and the street department employees are going to pick it up at Playworld in Lewisburg.

- Mr. Reed stated that he and Mrs. Rees talked about sprucing up the entrance to the Borough at the underpass. They discussed the possibility of putting murals or something on the underpass. Mr. Ruane stated that the railroad is not cooperative when requests are made about painting the underpass. One set of sidewalks is scheduled to be removed when the roadway is reconstructed in a few years.
- Mr. Wynn asked about the lease for the car lot. The Borough Secretary stated that Clayton Krieger would like to have the lease extended for one year, and offered to pay in January for the year. Mr. Klock stated that there is some lease negotiation that has to be done, but not in public. He added that the finance committee is working on it.

Finance

Mr. Sees stated that the committee would meet on Thursday at 6:30 p.m. to discuss department budgets.

Personnel

Mr. Troup stated that the committee would meet on Thursday at 6:00 p.m. for negotiations with the Teamsters.

Mr. Klock asked if the unions have responded to the information provided to them on the health care plans. Mr. Sees stated that the Teamster Union's health care plan had been predicated on the police's plan at one time. Mr. Klock suggested that the employees who are non-union could be provided with a different plan for next year. The company that had quoted prices a few months ago is going to provide updated quotes. Mr. Wynn stated that the employees may inform the council what they want, but it is up to the council to decide what the plan will be. It was noted that the police contract permits a change in health insurance provided the plan is equal or better than the current plan. Mr. Klock stated that there are four employees who are non-union. He said that the Borough would have some savings if the plans for these employees are changed. Mr. Sees stated that another consideration is whether the insurance company permits retired officers on the plan. One retired officer is on the borough's plan. A discussion ensued regarding police post retirement health care coverage under Act 111 and the previous police arbitration.

Mr. Wynn requested that the council consider putting the part-time street employee on full-time. He noted that when one of the full-time employees was on vacation, the two employees couldn't get all the work done. He asked if council could look into the budget to find the money to make him full-time, adding that there is money for payroll from the supervisors pay and the part-time pay. Mr. Klock stated that the savings money went for the new street sweeper. Mr. Wynn stated that none of that money went for the street sweeper. Mr. Klock said that the savings in health care from a family plan to a single plan and the savings in the salary from Tom's pay to Ted's pay was enough for the yearly payment for the street sweeper. Mr. Wynn said that he feels that two guys are not enough to do the work in the Borough. Mr. Ruane stated that the part-time employees and the college students are hired to help with the street work. Mr. Wynn made a motion to hire Robert Todd Wenrick full time on the Borough street department. No second was offered. Mrs. Rees asked if he had a salary in mind. He

responded no. Mr. Ruane questioned what the cost would be. Mr. Troup questioned if Mr. Wynn should make the motion since he is related to Mr. Wenrick. Mr. Sees noted that Mr. Tira would say that it is unethical. He added that this is the opinion that Ryan would tell him. He said that he would have to abstain because it would be a union position. He said that the council could figure out the cost for the year because it would be determined by the contract. Mrs. Rees noted that the contract has expired and a new one hasn't been provided. Mr. Wynn stated that he would figure out what the cost would be and would provide the information to council.

Public Safety

- Mrs. Rees stated that signs have been ordered.
- Mrs. Rees asked for clarification on who would contact Brian Crebs about Mrs. Bogovich's concerns about the elderly and the fire hydrants. The Borough Secretary was asked to email Brian to see if he is aware of the county survey. Mr. Hallden stated that the Emergency Services Board meets on October 6th at 6:00 p.m. and that they could discuss the concerns. Mrs. Rees stated that she would try to attend that meeting also.
- Mr. Klock stated that he feels that there should be controls on the Borough's Facebook pages. The Borough currently has three, the Borough of Northumberland, Liberty Splashland, and Howling Hollow Dog Park. Controls cannot be made on ancillary pages. He is recommending that everything be consolidated on one main page or separate accounts are set up for each entity with main pages and no ancillary pages to limit posts. Mr. Ruane asked if there is a fee and was told that there is no cost to maintaining Facebook pages. The Borough Secretary stated that Ann August set up the Borough and Liberty Splashland Facebook pages. Mrs. Rees asked if the Borough Secretary would prefer that she work with Mr. Klock and Ms. August on the Facebook pages. The Borough Secretary replied that she is fine with Mr. Klock and Mrs. August working on the Facebook postings. Mr. Klock added that anyone else could help if they wanted.

Rules – no report

Streets

- Mr. Wynn stated that the street department needs a truck for the leaf box. He had a quote for a used vehicle. Mr. Ruane asked why they didn't use the trucks that had been used before. He asked what trucks had been used. The Borough Secretary stated that the leaf boxes were built for the Ford F550 trucks. She noted that one of the trucks was partially paid for with a recycling grant because it was being used to pick up leaves. Mr. Wynn stated that the street supervisor told him that a truck was needed because the Borough sold the 2012 truck.
- Mr. Wynn questioned who gave Mr. McCollum permission to drain the pool. Mr. Reed stated that no one did and that he would talk to him about it tomorrow.
- Mr. Wynn said that the registration card for the new truck was lost and the Borough Secretary ordered a new one. She informed him that the card came today.
- Mr. Wynn stated that according to Borough employees, Mr. McCollum was at the garage on a Sunday practicing with the Kubota and John Deere backhoe. The axel housing on the Kubota snapped and oil drained out. Mr. McCollum welded it, but it still leaks. Mr. McCollum would like to purchase a new Kubota tractor, one size

larger than the current one, so it could be used to plow out snow between the parking meters. Mr. Wynn stated that there is a John Deere tractor in the gym that could be used to plow snow. The Borough also has a mini excavator and a skid steer. Mr. Wynn stated that he doesn't think a new Kubota is needed. Mr. Sees asked if they have looked into replacing the axel. Mr. Wynn stated that it has multiple oil leaks that everybody claims cannot be fixed. Mr. Klock asked about the hydraulic leaks. Mr. Wynn said that it is still leaking. Mr. Wynn said that the cost for a new Kubota is \$14,000. Mr. Sees said that he would start by checking on the cost to replace the axel.

- Mr. Wynn asked if the Borough has received a bill for the curbing and paving. The response was no.

Old Business

1. The Borough Secretary talked with a representative from PEMA. He stated that if DEP is requiring a hydraulic study for the Liberty Hollow storm pipe, then it must be done. He said that the Borough may apply for additional funding from FEMA. Hazen & Sawyer has provided a proposal to complete the Hydrologic and Hydrology Study, a survey of the project area and subject appurtenances, a PADEP General Permit BWEW-GP-11, and design drawings for the project for the storm pipe at Liberty Hollow at a cost of \$44,100. If the project does not proceed per DEP and FEMA's stipulations, the funding that has been received to replace the pipe will have to be returned to FEMA. Mr. Klock moved to accept Hazen & Sawyer's proposal. The study is to be paid for with the FEMA funding the Borough currently has and contingency funds with the understanding that the Borough will submit a request for additional funding from FEMA to cover the costs of the study. Mr. Wynn seconded the motion. Council approved unanimously.

New Business

1. Upon motion by Mr. Reed, seconded by Mr. Wynn, council voted unanimously to approve payment of the bills. Bills to be paid from the General Fund total \$62,964.21; Parking Meter bills total \$351.68; Liberty Splashland bills total \$178.32; Park & Recreation Fund bills total \$358.35; Donations Account bills total \$27.21; and Sewer Department bills total \$24,963.32.
2. Mr. Klock stated that the state has a schedule and procedures for disposition of records. He has consulted with the solicitor who recommended that the council adopt these procedures. Mr. Klock moved to adopt the Municipal Records Manual as approved by the state on December 16, 2008. Mr. Wynn seconded the motion. Mr. Klock stated that these are the minimum length of time for retaining records and council may make changes as it chooses. Council voted unanimously to approve Resolution K-2014:

***"RESOLUTION NO. K – 2014
BOROUGH OF NORTHUMBERLAND
NORTHUMBERLAND COUNTY, PENNSYLVANIA***

A RESOLUTION OF THE BOROUGH COUNCIL of the BOROUGH OF NORTHUMBERLAND, NORTHUMBERLAND COUNTY, PENNSYLVANIA, DECLARING ITS INTENT TO FOLLOW THE SCHEDULES AND PROCEDURES FOR DISPOSITION OF RECORDS AS SET FORTH IN THE MUNICIPAL RECORDS MANUAL APPROVED ON DECEMBER 16, 2008.

WHEREAS, a Local Government Records Committee was created by Act 428 of 1968 and empowered thereby to make rules and regulations for records disposition; and,

WHEREAS, the Municipal Records Manual was approved by said committee on December 16, 2008; and,

WHEREAS, the BOROUGH OF NORTHUMBERLAND desires to dispose of records according to statutory requirements;

NOW, THEREFORE, BE IT RESOLVED by the BOROUGH COUNCIL of the BOROUGH OF NORTHUMBERLAND, NORTHUMBERLAND County, Pennsylvania, that it intends to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008.

ADOPTED as a resolution of the Council of the Borough of Northumberland, Northumberland County, Pennsylvania, this 16th day of September, 2014.

Attest:

BOROUGH OF NORTHUMBERLAND

Seal

By: _____
Janice Bowman, Borough Secretary

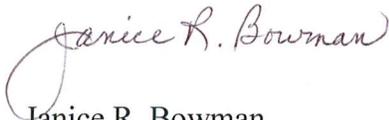
By: _____
James Troup, Council President

Passed this 16th day of September, 2014.

By: _____
Len Zboray, Mayor

Mr. Wynn moved to adjourn the meeting. The meeting was adjourned at 9:31 p.m.

Respectfully submitted,



Janice R. Bowman
Borough Secretary