

Borough of Northumberland

175 Orange Street, Northumberland, PA 17857

Northumberland Borough Council Council Minutes April 4 2023

Council President Paul Ruane called the meeting to order at 6:37 p.m. The Pledge of Allegiance was recited, and Mr. Winston Ortiz offered an Invocation.

Roll Call

Council members present were Mr. Paul Ruane, Dr. Denise Guilbault, Mr. Frank Wetzel, Ms. Kaitlyn Simmons, Mr. Winston Ortiz, Mr. Timothy Botts and Mr. Charles Stroup. Others present were Ms. Melissa Kelso, Borough Solicitor, Mayor Daniel Berard; Mr. Jeremy Deitrick, Wastewater Superintendent; Mr. C.L. Kriner, Police Chief; and Ms. Ann Zartman, Borough Manager.

Changes to the Agenda requiring a vote - none

Public Comment on Agenda Items - none

Council Meeting Minutes

Dr. Guilbault motioned to accept the minutes from February 7th and March 7th. Mr. Wetzel seconded. All approved, motion carried.

Mayor's Report

Mr. Berard brought to our attention, and made a Proclamation Honoring U.S. Army Private Horace Middleton killed during World War II. Horace joined the service in 1942 at 19. In the Merrill's Maruders unit, he was killed in action, his body was not found until 2019. He will be interred to rest in Harmony Cemetery Milton on April 22. His remains will be brought past his family home before he arrives in Milton.

Mr. Berard presented long time employee, Jeremy Deitrick with a plaque in appreciation for 10-years of hardwork.

Mayor Berard read the report on the activity of the Police Department for the month of February. The police issued eight (8) traffic and two (2) non-traffic citations, and 124 parking tickets. They responded to 2225 calls for service, made 19 court appearances and trained for 5 hours. Several people were arrested for the misdemeanor and felony crimes of Aggravated Assault, Recklessly Endangering Another Person, Resisting Arrest, Assault of a Law Enforcement Officer, and DUI. The police responded to 29 assist calls for the month; 6 to Point Township, 11 to Sunbury, and 12 to other agencies. The police traveled a total of 1,060 miles in the month.

Mr. Berard request Daryll Lyles as an intern for the Police Department. Mr. Wetzel motioned to approve Daryll Lyles as an intern for the Police Department, providing he passes a background check. Mr. Ortiz seconded the motion, all approved and motion carried.

Sewer Department Report

Mr. Deitrick discussed issues with air pressure and bottle neck in the digester piping. He requested approval of Kappe Associates Inc proposal for Digester 3 & 4 Replacement Project, at a cost of \$209,700.00 (air piping #'s 5 & 6 and blowers on #'s 3 & 4). Mr. Stroup moved to accept the CoStars proposal by Kappe Associates Inc, Mr. Wetzel seconded the motion. All approved, motion carried.

Street Department Report

Mr. Ruane discussed inventorying the storm drains, starting brush pick up, and repairing potholes.

Mr. Ruane requested the acceptance of the paving bids through the COG for \$98,000.00. Mr. Stroup made the motion, Mr. Wetzel seconded. All approved, motion carried.

The old backhoe was for sale on Municibid and ended at \$7,600.00 by Mr. John Speicher. Mr. Botts motioned to approve the sale of the backhoe, Ms. Simmons seconded. All approved, motion carried.

NEIC Report

Ms. Jackie Hart reported the documentation and cover letter is close to completion to send to landlords on the new ordinance. The fee schedule for Licensing is from Jan to Dec, and typically is mailed in January. Since the mailing is going out late, no late fees will be charged until July.

Ms. Jackie Hart of NEIC reported two zoning permit were issued in March, and \$300 in zoning permit fees were collected. One council meeting was attended by Ms. Jackie Hart. Four (4) building permits were issued, and \$3,570.54 in building permit fees collected. One (1) street cut permit was issued, resulting in \$1,000 in fees collected.

Committee Reports

Community Development – nothing to report.

Finance

Ms. Zartman requested approval of the Draft Audit. Mr. Botts made the motion to accept the draft audit, Mr. Stroup seconded. All approved, motion carried.

Personnel

Ms. Keslo requested approval to hire a consultant for Workman's Compensation on an as needed basis. Mr. Ortiz made a motion to hire Shannon Fellin at Marshall Dennehey at \$200/hour as needed, Mr. Stroup seconded. All approved, motion carried.

Mr. Ortiz created a fuel log to track fuel purchases for audit. The Streets personel are to complete it, and return it monthly to the office. Fuel costs for Streets and the Police Department run approximately \$25,000 annually.

Public Safety

Mr. Wetzel reported the Special Event form is being tweaked, and the committee is working on blockades for events. Due to new information, the blockades being considered will need to be revisited.

Rules – nothing to report.

Streets – nothing to report.

Old Business

Ms. Zartman requested the approval to advertise an Ordinance revising Chapter 58 to include a Stop signs on 5th at Prince Street. Ms. Simmons motioned to advertise the Ordinance as requested, Mr. Stroup seconded. All approved, motion carried.

New Business

Ms. Zartman put forth PennDOT's request for a Temporary lift of the Noise Ordinance during the resurfacing of Water Street. Construction should take a week, they would like contractor to be able to work at night. Mr. Wetzel made a motion to approve the request. No second, motion died.

A request for a Handicap Sign at 203 7th St was made with the proper paperwork. Ms. Simmons motioned to approve the sign, and to check it's necessity in one year. Mr. Stroup seconded; all approved, motion carried.

Pay the Bills

Bills to be paid from the General Fund totaled \$56,901.94; and Sewer Department bills totaled \$131,744.89. Ms. Zartman presented a list of bills for approval that do not change monthly,

requesting approval to pay with the bills being presented on the monthly bills for approval. Mr. Wetzel made a motion to pay the bills as listed as long as they are exactly as presented on list. Seconded by Mr. Botts, all approved, motion carried.

Public Comment - none

Executive Session

Council retired for an Executive Session on Personnel issues. Council returned from executive session at 8:01. Mr. Wetzel motioned to adjourn the meeting, Ms. Simmons seconded. All approved. Motion carried.

Respectfully Submitted,

Ann Zartman
Borough Manager