

Borough of Northumberland

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Borough of Northumberland
175 Orange Street, Northumberland, PA 17857
Northumberland Borough Council
Reorganization Meeting
January 3, 2022

Oaths of Office

District Judge Michael Toomey administered the oath of office to Mayor-elect Daniel Berard. Mayor Berard administered the Oaths of Office to Winston Ortiz, Paul Ruane, and Charles Stroup.

Call to Order

Mayor Berard called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited and Council Member Winston Ortiz offered the Invocation.

Roll Call

Council members present were Denise Guilbault, Winston Ortiz, Paul Ruane, Kaitlyn Simmons, Charles Stroup, and Frank Wetzel. Others present were Mayor Berard; Melissa Kelso, Borough Solicitor; C.L. Kriner, Police Chief; Jeremy Deitrick, Sewer Department Superintendent; and Janice Bowman, Borough Manager.

Appointment to Vacant Council Seat

With the resignation of Orlando Toro, the position was advertised and one application for the vacant council seat was received from Timothy Botts. Dr. Guilbault made a motion to appoint Timothy Botts to the vacant council seat. Mr. Wetzel seconded the motion. Council approved unanimously. Mayor Berard administered the Oath of Office to Mr. Botts who assumed his seat.

Mayor's Report

Mayor Berard reported on the activity of the Police Department for the month of December. Four traffic citations, three non-traffic citations, and forty-six parking tickets were issued during the month. The police answered 181 calls for service and had 26 court appearances. They trained for 32 hours.

Several people were arrested for the misdemeanor and felony crimes of endangering the welfare of children, false alarms to public safety, burglary, criminal trespass, and DUI. During December the police answered 27 assist calls; nine to point township, 11 to Sunbury, and seven to other agencies. 1,269 miles were traveled for the month.

Mayor Berard noted that the Martin Concini Toy Drive was a success, with many children receiving gifts, thanks to the many generous people and businesses.

Mayor Berard thanked the Borough of Riverside for the loan of their leaf picker and Chief Kriner and Vern Morgan for their parts in obtaining it.

Mayor Berard noted that he is in favor of school choice and read the following proclamation:

***"BOROUGH OF NORTHUMBERLAND
PROCLAMATION
NORTHUMBERLAND SCHOOL CHOICE WEEK***

WHEREAS all children in NORTHUMBERLAND should have access to the highest-quality education possible; and,

WHEREAS NORTHUMBERLAND recognizes the important role that an effective education plays in preparing all students in NORTHUMBERLAND to be successful adults; and,

WHEREAS quality education is critically important to the economic vitality of NORTHUMBERLAND; and,

WHEREAS NORTHUMBERLAND is home to high quality public and nonpublic schools from which parents can choose for their children, in addition to families who educate their children in the home; and

WHEREAS, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and,

WHEREAS NORTHUMBERLAND has many high-quality teaching professionals in all types of school settings who are committed to educating our children; and,

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options;

NOW, THEREFORE, I, Daniel Berard, do hereby recognize January 23 – January 29, 2022 as NORTHUMBERLAND School Choice Week, and I call this observance to the attention of all of our citizens.

Date

Daniel J. Berard
Mayor, Borough of Northumberland"

Election of Officers

Nomination and Election of Council President

Mayor Berard requested nominations for Borough Council President. Dr. Guilbault nominated Paul Ruane for the position. Mr. Stroup seconded the motion. Council voted unanimously to elect Paul Ruane as President.

Mr. Ruane assumed the presidency and requested nominations for Council Vice President. Mr. Stroup nominated Denise Guilbault for the position. Mrs. Simmons seconded the motion. Council voted unanimously to elect Denise Guilbault as Vice President.

Mr. Ruane requested nominations for President Pro Tem. Dr. Guilbault nominated Frank Wetzel. Mrs. Simmons seconded the motion. Council voted unanimously to elect Frank Wetzel as President Pro Tem.

Public Comment on Agenda Items

None offered

Fire Department

Fire Chief Brian Ginck informed council that during November and December, the firemen conducted 8 trainings, responded to seven QRS calls, 20 fire calls, and five motor vehicle accidents. Manhours for the two months totaled 273.

The department is working on an advertising blitz to recruit manpower from the Borough. They plan to place brochures in local businesses, ask take-out food vendors to include the department's post-it notes on their food orders, and put up posters and banners throughout town. The goal is to raise awareness and recruit new members. They had hoped for late January; however, they are now looking toward February.

Mr. Ginck congratulated the new council members. He noted that he has never seen any council members put in more time before serving on council as Chuck (Stroup) and Winston (Ortiz) have.

Mr. Ginck thanked the council for their service and willingness to be on council. He noted that Tim Botts has also offered to serve on the Emergency Services Board. Since he is now a new council member, according to the rules he is not eligible to be a voting member on the Board. But he and all other council members are welcome to attend the meetings. He added that the board meets the first Monday of the month at 6:00 p.m.

Mr. Ortiz thanked the fire chief and volunteers for their service. He added that the fire department needs a lot of help, both volunteers and monetary support.

During the next month, the fire department will be recruiting volunteers to serve as firemen and/or administrative help.

Sewer Department Report

Mr. Deitrick requested that the council authorize RETTEW to proceed with a Notice of Intent to Award to the apparent low bidder contingent upon receipt of properly executed Agreements and Bonds. The apparent low bidder for the I&I project was Kenyon Pipeline Inspection with a bid of \$650,001.00. Mr. Wetzel so moved. Mrs. Simmons seconded the motion. Council approved unanimously.

Street Department Report – no report

Code Enforcement Officer's Report

The Code Enforcement Officer, MaryKay Clark, provided a written report for December. Four building permits were issued with fees totaling \$5,604.75. She received five complaints, issued eleven code violations and one street cut permit. Backfilling fees totaled \$350. Fourteen rental inspections and two reinspections were conducted. Inspection and re-inspection fees totaled \$740.00. Twenty-four miles were traveled.

New Business

1. Mr. Wetzel moved to reappoint all Borough employees. Mr. Botts seconded the motion. Council approved unanimously.
2. Mrs. Simmons moved to reappoint Melissa Kelso as Borough Solicitor. Mr. Wetzel seconded the motion. Council approved unanimously.

3. Dr. Guilbault moved to reappoint Northeast Inspection Consultants as the Borough's Building Code Inspection Service. Mrs. Simmons seconded the motion. Council approved unanimously.
4. Mr. Wetzel moved to reappoint Jim Sanders as the Borough's Sewage Enforcement Officer and Kenneth Young as the alternate. Mr. Botts seconded the motion. Council approved unanimously.
5. Council discussed the meeting dates and times for 2022 to be advertised. Mrs. Simmons moved that the council meetings be held on the first Tuesday of each month except for July when the meeting would be held on July 12th. Meeting times are 7:00 p.m. Dr. Guilbault seconded the motion. Council approved unanimously.
6. Mr. Ruane announced the following Borough Council committee assignments:
Community Development – Mrs. Simmons (chair), Dr. Guilbault, and Mr. Ortiz
Finance – Mr. Botts (chair), Mr. Wetzel, and Dr. Guilbault
Personnel – Mr. Wetzel (chair), Mr. Ruane, and Mr. Stroup
Public Safety – Mr. Ortiz (chair), Mrs. Simmons and Mr. Botts
Rules – Dr. Guilbault (chair), Mr. Botts and Mr. Ortiz
Streets – Mr. Stroup (chair), Mr. Ruane and Mrs. Simmons
Sewer – Mr. Ruane (chair), Mr. Stroup and Mr. Wetzel

Mrs. Simmons suggested that council may hold work sessions to discuss topics that are brought to the committee meetings. After discussion, council determined that work sessions could be held along with the committee meetings during the month. It was decided that a work session would follow the Community Development Committee meeting on January 10th. Committee meetings are advertised and open to the public, except for the Personnel Committee meetings.

7. Upon motion by Mr. Wetzel, seconded by Mrs. Simmons, council voted unanimously to approve payment of the bills. Bills to be paid from the General Fund total \$61,850.89; Park and Recreation Fund bills total \$29.24; River Valley Training Center bills total \$34.30, and Sewer Department bills total \$111,122.84.
8. The Northumberland Hook & Ladder Company plans to borrow a \$700,000, 10-year fixed loan from the Northumberland National Bank at a tax-free interest rate of 3.33% to purchase a new rescue truck. In order to obtain the tax-free interest rate, the bank has requested that the Borough Council acknowledge the loan. Mr. Botts made a motion to acknowledge the loan for the truck. Mr. Wetzel seconded the motion. Council approved unanimously.

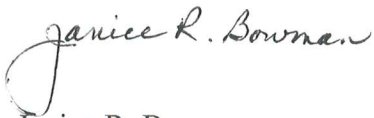
Executive Session

Mr. Ruane stated that the council would go into an Executive Session to discuss a personnel issue and may return for a vote. The meeting was adjourned for the Executive Session at 7:37 p.m.

Mr. Ruane reconvened the council meeting at 8:05 p.m. Mr. Wetzel made a motion to advertise the position of Borough Manager with applications due by January 19, 2022. Mrs. Simmons seconded the motion. Council approved unanimously.

Mr. Wetzel moved to adjourn the meeting. The meeting was adjourned at 8:07 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 Manager