

Borough of Northumberland

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175 Orange Street, Northumberland, PA 17857
Northumberland Borough Council
March 1, 2022

President Paul Ruane called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited, and Council member Frank Wetzel offered an Invocation.

Roll Call

Council members present were Timothy Botts, Denise Guilbault, Winston Ortiz, Paul Ruane, Kaitlyn Simmons, Charles Stroup, and Frank Wetzel. Others present were Melissa Kelso, Borough Solicitor; C.L. Kriner, Police Chief; Vern Morgan, Street Supervisor; and Janice Bowman, Borough Manager. Mayor Dan Berard was absent.

Public Comment on Agenda Items – none offered

Council Meeting Minutes

Upon motion by Mr. Wetzel, seconded by Mr. Stroup, council unanimously approved the council meeting minutes of January 3 and February 1, 2022.

Mayor's Report

In the Mayor's absence, Chief Kriner's written report was provided.

During the month of February, the police issued 15 traffic citations, 32 parking tickets, had 17 court appearances, and responded to 206 calls for service. They spent 32 hours training. Several people were arrested for the misdemeanor crimes of obstructing administration of law and government function, obstructing emergency services, and DUI. The police answered 28 assist calls for the month: 16 to Point Township, 6 to Sunbury, and 6 to other agencies. 1468.0 miles were traveled for the month.

Sewer Department Report

Mr. Wetzel moved to authorize RETTEW to issue the Notice to Proceed to Kenyon Pipeline Inspection. Mr. Stroup seconded the motion. Council approved unanimously.

Code Enforcement Officer's Report

Mr. Ruane read the Code Enforcement Officer's report.

For the month of February, three building permits were issued with fees totaling \$586.37. Twelve complaints were received, three code violations, five citations, and three street cut permits were issued. Backfilling fees totaled \$1,275.00. Eighteen rental inspections were conducted for a total of \$900 in inspection fees. One certificate of occupancy was issued.

As Health Officer, MaryKay Clark conducted two health inspections.

Mr. Ruane explained that the Code Enforcement Officer was in an accident during work. She has requested that she be reimbursed the \$400 to repair the damage to her vehicle and the other party's vehicle. She uses her own vehicle for the code work and is reimbursed based on mileage. Discussion ensued. Ms. Kelso recommended that she should have the other party submit a written estimate for the damage to their vehicle and council can decide at the next council meeting.

Street Department Report

- Mr. Vern Morgan reported that Pineknott Park is still closed. They have a piece of equipment there to grade the ground. The pavilion and Fire Police building can be accessed; however, the road back to the Sea Scout dock and around the ballfield is closed.
- They have started inspecting the condition of the Kiwanis Building.
- There were three snow storms this last month.
- The electric bills at the Kiwanis Building and Recycling Center are high. Mr. Morgan will check the reason for this.
- Mr. Wetzel asked what is being done with the mulch at the park. Mr. Morgan stated that it will be spread at the park.
- Mr. Wetzel asked if he has checked on solar lights for around the building. Mr. Morgan responded that he has not. The building has lights along the front and rear sides. Mr. Wetzel noted that there had been a light on the pole in the center of the playground. Discussion ensued. Mr. Morgan noted that lights are available through a program through PPL. More information will be obtained.

Committee Reports

Community Development

Mrs. Simmons stated that she has been looking for basketball hoops and has found one that fits in the budget, and she will present to the committee.

Finance

- Mr. Botts reported that the committee has looked at short-term and long-term goals. The short-term goals are those that will cost less than \$5,000 and would be completed in one to two years. The long-term goals for over 3 years and would cost more than \$5,000.
- The stormwater project was discussed. The committee recommends saving the funding that the Borough received from the American Rescue Plan to leverage this amount for applying for additional funds that are available.

Personnel

Mr. Wetzel stated that the council would go into an Executive Session to discuss personnel.

The meeting was adjourned at 7:17 p.m. and reconvened at 7:24 p.m.

Mr. Wetzel stated that the Personnel Committee is recommending Ann Zartman for the position. He made a motion to appoint Ann Zartman as Borough Manager. Mr. Stroup seconded the motion. Mr. Ruane, Mr. Stroup, and Mr. Botts voted yes; Mrs. Simmons, Mr. Wetzel, and Dr. Guilbault voted no. Mr. Ortiz abstained. Mrs. Kelso asked the reason for abstaining. Mr. Ortiz stated that he would like a guarantee that the council can appoint Rebekah Kline to the permanent position since she is looking for full-time employment. Mrs. Kelso questioned if the reason is because there is not enough information and Mr. Ortiz responded affirmatively.

Mr. Wetzel recommended that the council have another Executive Session. The meeting was adjourned for an Executive session at 7:27 p.m. for personnel reasons. Mr. Ruane reconvened the meeting at 7:33 p.m.

Mr. Wetzel made a motion to appoint Ann Zartman as Borough Manager with a one-year probationary period. Mr. Botts seconded the motion. Mr. Stroup, Mr. Botts, Mr. Ortiz, and Mr. Ruane voted yes, Mrs. Simmons, Mr. Wetzel, and Dr. Guilbault voted no. Motion carried 4-3.

Mr. Wetzel made a motion to appoint Tabatha Klopp as the Parking Meter Attendant/Administrative Assistant for the Police Department for thirty hours a week at \$12.43 per hour. Mr. Stroup seconded the motion. Council approved unanimously.

Public Safety

Mr. Ortiz explained the reason for barriers for the Birthday Bash and Pineknotters' Days is for the safety of the people attending the events. He plans to present the proposal to the Pineknotters' Days Committee and ask them to pay for the barriers. A total of 13 barriers should be considered. A price of \$150 was obtained for a second-hand barrier; A new barrier costs approximately \$184. Mr. Ortiz is doing more research. Mr. Wetzel asked if the Pineknotters' Days committee has the funds. Mr. Stroup replied that they would have the funds. Mr. Stroup asked where the barriers would be stored. Mr. Morgan stated that they could be stored up at the pool area.

Rules

Dr. Guilbault stated that she sent council members two chapters of the Borough Code Book that had been revised by the committee, Chapter 59 - Waste Management and Chapter 24 - Animal Control. No changes were offered. Dr. Guilbault will send them to the solicitor for review.

The ordinance relating to the mobile food trucks will be tabled until next month.

Streets

Mr. Stroup reported that Bill Eberhart has a group that will do brush clean-up along the Susquehanna River at Pineknott Park. Plans are to plant trees there.

Grant funding is being sought for the stormwater project planned with funds from the American Care Act.

The group looked at the gym floor where the lift will be placed. A portion of the concrete has been dug up and new concrete will be installed. It will take about thirty days to cure.

Mr. Stroup noted that on behalf of Winston and Denise, he thanked the Chief for arranging a tour of the 9-1-1 center.

Old Business - none

New Business

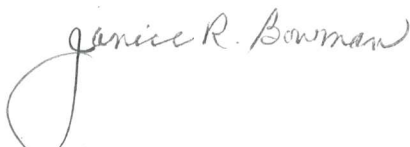
1. Mr. Ruane added a payment of \$250 to the Central Susquehanna COG to the list of bills. Mr. Wetzel moved to pay the bills, including the payment to the Central Susquehanna COG. Mr. Botts seconded the motion. Council approved unanimously.
2. Upon motion by Mrs. Simmons, seconded by Mr. Wetzel, council unanimously approved the appointment of LIVIC Civil as Borough Engineer.
3. Dr. Guilbault made a motion to approve the handicap parking request for the Lachat residence at 415 King Street. Mrs. Simmons seconded the motion. Council approved unanimously.

Public Comment

Dr. Ralph Cianflone asked about the size of the doors at the salt shed. He stated that he has doors that he is removing four doors from his car wash. It was determined that the doors at the salt shed are larger than the doors he is removing.

Mr. Wetzel moved to adjourn. The meeting was adjourned at 7:49 p.m.

Respectfully submitted,



Janice R. Bowman
Borough Manager