

Borough of Northumberland

175 ORANGE STREET
NORTHUMBERLAND, PA 17857

Phone: (570) 473-3414

FAX: (570) 473-3986

E-Mail: office@northumberlandborough.com

www.northumberlandborough.com

Northumberland Borough Council Minutes for August 2, 2022

Dr. Denise Guilbault called the meeting to order at 7:03 p.m. The Pledge of Allegiance was recited, and Mr. Ortiz offered an Invocation.

Roll Call

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

Council Meeting Minutes

Mrs. Kaitlyn Simmons made a motion to accept the June 7th meeting minutes, Mr. Frank Wetzel seconded. All approved, motion passed.

Mr. Frank Wetzel made a motion to accept the July 12th meeting minutes, Mr. Timothy Botts seconded. All approved, motion passed.

Mayor's Report

Mayor Berard reported on the activity of the Police Department for the month of July. The police issued 39 traffic and 4 non-traffic citations, and 196 parking tickets. They responded to 220 calls for service, made 14 court appearances and trained for 29.8 hours. Several people were arrested for the misdemeanor and felony crimes of aggravated assault, unsworn falsification, endangering the welfare of children, corruption of minors, terroristic threats, driving under the influence, and altered, forged, or counterfeit documents or plates. The police responded to 35 assist calls for the month; 16 to Point Township, 15 to Sunbury, and 04 to other agencies. The police traveled a total of 1,312 miles in the month.

The Mayor recognized the good works of the Priestley-Forsythe Memorial Library. The Mayor read information on the lunch program run by the Susquehanna Valley YMCA, of which the library is a site. The program is funded by the United States Department of Agriculture.

Sewer Department Report

No review comments have been received as yet from DEP on the submitted Chapter +94 report.

On the 2021 I&I Project, the contractor has completed the televising of the project area. There were numerous discrepancies found that were inconsistent with the Borough's

records from the Redzone condition assessment which resulted in a few changes to the contract.

As a result of the televising work, a change order is required to capture transition liners at two locations. In addition, much of the line on Duke Street is 15" and not 18" as originally bid. The Contractor has provided a unit price for the 15" liner. Both of these items are addressed as part of Change Order No. 1 which Rettew recommended for approval.

The Contractor has also submitted Application for Payment No. 1 in the amount of \$20,294.92. Rettew reviewed the application with Jeremy and recommends payment.

Mr. Charles Stroup made a motion to pay Kenyon Pipeline as recommended, Mr. Frank Wetzel seconded. All approved, motion carried.

Ms. Kaitlyn Simmons made a motion to accept Change Order No. 1 for the I&I Project. Mr. Frank Wetzel seconded the motion, all approved, motion carried.

Street Department Report

Chuck Stroup reported the crew is busy with grass mowing; they cleaned up the creek and fence at Dog park, and did a good job with GoJo event. Mr. Stroup acknowledged that Trent Kline has done a great job as a part-time laborer.

Code Enforcement Officer's Report

Ms. Jackie Hart reported the following for July. Four (4) permits were issued, \$995.65 was collected in permit fees. Three (3) code violations were issued; one (1) citation was issued, and twelve (12) citizen complaints were addressed.

Ms. Hart discussed the database program, iWorq, that they use to track permits, zoning, property maintenance and rental departments. If we would like to have access to the program the initial access fee is \$5,000.00. NEIC is willing to split the initial fee and has an annual maintenance fee of \$1,000.00.

Mr. Frank Wetzel made motion to split the access fee, \$2,500.00 each, and the \$1,000.00 annual fee. Ms. Simmons seconded the motion, all approved. Motion carried.

Committee Reports

Community Development

Ms. Kaitlyn Simmons reported the committee met at Pineknotter Park. A discussion was held on the future of the park.

Finance

Mr. Botts discussed the need for credit cards for the sewer and office departments; and to add Rebekah Kline as a cosigner on all bank accounts.

Mr. Timothy Botts made a motion to approve credit card applications for the Office and Sewer Department. Mr. Charles Stroup seconded, all approved. Motion passed.

Mr. Timothy Botts made a motion to approve Rebekah Kline as a co-signer on all bank accounts. Mr. Charles Stroup seconded. All approved, motion carried.

Personnel – no report.

Public Safety

Mr. Winston Ortiz Dog park, has been trimmed, positive feedback from community. Mr. Ortiz already volunteers however needs others. Trees on Water street have been removed. Update on sign situations

Rules – no report.

Streets

Mr. Charles Stroup talked about the Community Works Program at the prison system. Currently, there are no local prisoners.

Old Business – none.

New Business

Ms. Kaitlyn Simmons made a motion for the payment of bills; Mr. Frank Wetzel seconded. All approved, motion passed. Bills to be paid from the General Fund totaled \$108,598.11; and Sewer Department bills totaled \$143,467.85.

Public Comment

Mrs. Francis Bogovich questioned whether the agenda was on the website (it was), and that the minutes be updated. She would like to know if A.R.E.A. services has paid their rental fee, and commented on the potholes on Woodrow.

Executive Session – none

Adjournment

Ms. Kaitlyn Simmons moved to adjourn. Mr. Frank Wetzel seconded. Adjourned the meeting at 7:37 p.m.

Respectfully Submitted,



Ann Zartman

Borough Manager