

# Borough of Northumberland

175 ORANGE STREET  
NORTHUMBERLAND, PA 17857

Phone: (570) 473-3414  
FAX: (570) 473-3986

**Northumberland Borough Council**  
**Minutes for September 6, 2022**

Email: [office@northumberlandborough.com](mailto:office@northumberlandborough.com)  
[www.northumberlandborough.com](http://www.northumberlandborough.com)

Mr. Paul Ruane 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, Paul Ruane and Charles Stroup. Others present were Melissa Kelso, Borough Solicitor; Brian Hayhurst, Streets Supervisor; C.L. Kriner, Police Chief; Jeremy Deitrick, Wastewater Superintendent and Ann Zartman, Borough Manager.

## **Mayor's Report**

Mr. Paul Ruane reported on the activity of the Police Department for the month of July. The police issued 108 traffic and 1 non-traffic citations, and 158 parking tickets. They responded to 220 calls for service, made 63 court appearances and trained for 21 hours. Several people were arrested for the misdemeanor and felony crimes of access device fraud, theft by unlawful taking, robbery and receiving stolen property. The police responded to 35 assist calls for the month; 8 to Point Township, 16 to Sunbury, and 11 to other agencies. The police traveled a total of 1,326 miles in the month.

Mr. Paul Ruane read the following letter from Chief Kriner on obtaining gold level recognition for 2021 from Lexipol.

All Officers,

The Northumberland The Northumberland Police has achieved gold level recognition for 2021 as part of the Lexipol Connect Customer Recognition Program, which recognizes police agencies for excellence in policy maintenance and training.

Up-to-date policy and ongoing training are a priority for our agency. We are honored and excited to be recognized for our continued commitment to serving the Borough of Northumberland in this way. This recognition would not be possible without all our personnel's dedication to reading, understanding, and acknowledging policy updates and completing Daily Training Bulletins (DTBs). This is the highest level of recognition currently offered by Lexipol.

Thank you for all your hard work to make The Northumberland Police Department an exemplary agency! We have received a plaque from Lexipol to commemorate this achievement, which will be displayed in the patrol room.

Sincerely, CLK

Mr Ruane then thanked Chief Kriner for all he is doing for his staff.

## **Sewer Department Report**

Mr. Jeremy Deitrick reported the following:

PA DEP has not yet returned any comments on the Chapter 94 report.

On 2021 I&I Project, the contractor mobilized to site on August 29<sup>th</sup> to commence lining operations. The work should be completed by September 8<sup>th</sup>.

The NPDES permit has been submitted to DEP, and we're waiting for review comments.

PennDOT will be improving Route 11 from King Street to C Street in the Spring of 2023. They require a letter of agreement on the utility relocation cost sharing. There are approximately 10 manholes which need new covers at approximately \$750 per manhole. Ms. Kaitlyn Simmons made a motion to accept the PennDOT reimbursement of 2023 Water Street paving project agreement. Dr. Guilbault seconded. All approved, motion carried.

### **Street Department Report**

Mr. Brian Hayhurst discussed fixing the water line at garage, the recycling program is starting to catch on, and the crosswalks have been painted for the start of the school year.

### **NEIC Report**

The NEIC report was read by Mr. Ruane. Ms. Hart attended 1 council meeting, and issued 12 permits. Total permit fees were \$3,206.00. One (1) code violation was issued; she received 6 complaints, and \$25 was received in fines. Two (2) rental units were inspected, for total fees of \$100.00.

### **Committee Reports**

#### *Community Development*

Ms. Simmons discussed future plans for Pineknott Park, the request from Shikellamy Youth Football and Cheer to use the baseball field for practice. A written agreement will be in place, and they will leave the field in the same or better condition.

#### *Finance*

Mr. Botts talked about the revamped budget, and goals for each area.

#### *Personnel*

Mr. Ruane notified council of the retirement of Keith Mull, wastewater operator, and the resignation of Mrs. Marjorie Neff, borough clerk.

Mr. Charles Stroup made a motion to accept retirement of Keith Mull, wastewater operator. Mr. Timothy Botts seconded the motion, all approved. Motion carried.

Mrs. Charles Stroup made a motion to advertise the now open Wastewater Operator position. Dr. Denise Guilbault seconded the motion. All accepted, motion carried.

Mr. Charles Stroup made a motion to accept the resignation of Marjorie Neff, borough clerk. Mr. Winston Ortiz seconded. All approved, motion carried.

Mr. Charles Stroup made a motion to advertise the now open clerk position. Ms. Kaitlyn Simmons seconded. All approved, motion carried.

#### *Public Safety*

Mr. Winston Ortiz thanked to all who participated in the safety of the Block Party. He also mentioned the need for a stop sign at Sheetz & Sawmill. Mr. Ortiz discussed the need for a flood plain manager as Ms. MaryKay Clark had previously held that appointment.

Mr. Winston Ortiz made a motion to appoint Rebekah Kline as Flood Plain Manager; Mr. Charles Stroup seconded. All approved, motion carried.

#### *Rules*

Dr. Guilbault mentioned Melissa Kelso, solicitor, is reviewing revisions to Sewer chapter of the Code Book. Melissa has revisions for the Code Officer to review for the next meeting. The committee is still reviewing the code chapter on signs.

#### *Streets*



Mr. Stroup praised Mr. Winston for weed wacking at the dog park, even though Mr. Ortiz does not own a dog.

### **Old Business**

Sewer issue at Hanover Street & Sawmill was discussed. There is an issue with a broken lateral at 656 Hanover, owned by Mr. Timblin. A dye test determined which home had the problem. Letters have been sent requesting immediate remediation and a plan of action. Mr. Timblin does not feel it is his problem, and has provided no plan of action. It is a health and safety issue. Mr. Ruane requested council authorize Melissa Kelso, solicitor, to initiate the action required to go to court to hire a 3<sup>rd</sup> party to repair and all costs charged to homeowner through lien if necessary. Dr. Guilbault made the motion to authorize Ms. Kelso to proceed with the actions necessary. Ms. Simmons seconded the motion. All approved. Motion carried.

### **New Business**

Mr. Charles Stroup made a motion for the payment of bills; Mr. Timothy Botts seconded. All approved, motion passed. Bills to be paid from the General Fund totaled \$59,904.92; and Sewer Department bills totaled \$139,889.70.

### **Public Comment**

Mrs. Francis Bogovitch of Jefferson St expressed concern over a fire hydrant because the weeds are up to her knees. Council direct Ms. Zartman to have Rebekah make a call to the homeowner of the property the fire hydrant is on to request the removal of the weeds.

Mrs. Bogovitch also mentioned the return of the children at play sign on Jefferson St.

Mr. & Mrs. Gutelius of Hanover Street expressed concern on the sewer issue caused by their neighbor Mr. Timblin. Of specific concern is the asphalt that is cracked and crumbled on Sawmill at Hanover, which has also raised the sidewalk causing a safety concern.

### **Executive Session**

At 7:37 the meeting was temporarily adjourned for an executive session on Personnel. The regular meeting resumed at 8:17 p.m.

Ms. Simmons made a motion to adjourn, Mr. Ortiz seconded. The meeting was adjourned at 8:23 pm.

Respectfully submitted,



Ann Zartman  
Borough Manager