

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

Borough of Northumberland
175 Orange Street, Northumberland, PA 17857
Northumberland Borough Council Meeting
July 14, 2021

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

Roll Call

Council members present were Ann Boyer, Denise Guilbault, Ellie Rees, Paul Ruane, Kaitlyn Simmons, Orlando Toro, and Frank Wetzel. Others present were Melissa Kelso, Borough Solicitor; C.L. Kriner, Police Chief; Vern Morgan, Street Department Supervisor; and Janice Bowman, Borough Manager. Mayor Dan Berard was absent.

Public Comment on Agenda Items – none offered

Council Meeting Minutes

Upon motion by Mrs. Simmons, seconded by Mrs. Boyer, the council unanimously approved the June 1, 2021 council meeting and the July 1, 2021 special council meeting.

Mayor's Report

Mr. Ruane read the Mayor's Report. For the month of June, the police issued 41 traffic citations, three non-traffic citations, and 140 parking tickets. They answered 265 calls for service, had 19 court appearances and 166.5 training hours. Several people were arrested for the misdemeanor crime of unsworn falsification, failure to comply with registration for sexual offenders, and DUI. Assist calls for the month totaled 23; nine to Point Township, eight to Sunbury, and six to other agencies. 1,423 miles were traveled for the month.

Northumberland Borough Sewer Department – no report

Code Enforcement Officer's Report

Mr. Ruane read the Code Enforcement Officer's report for June 2021. One certificate of occupancy and six building permits were issued with permit fees totaling \$1,965.44. The code office received twelve complaints, issued nine code violations, five Quality of Life notices and seven Quality of Life tickets. Six street cut permits were issued with fees totaling \$2,250. The Code officer conducted eight rental inspections for \$400 and traveled 29 miles.

Street Supervisor's Report – no report

Committee Reports

Community Development – no report
Finance

- Mrs. Rees reported that the Borough received \$188,770.92 for Covid-19 relief.

- Several of the Borough's bank accounts have little activity throughout the year. The recommendation is to close these accounts and transfer the funds to other bank accounts. The money transferred will be designated for its original intent. The list is as follows:

- 2nd Street Community Center to Parks and Recreation
- Donation Fund to Parks and Recreation
- Liberty Splashland to Parks and Recreation
- Norry Playground Fund to Parks and Recreation
- Emergency Relief to General Contingency
- Police K-9 Fund to General Contingency
- Pet Licensing to General Fund

Mrs. Rees so moved. Mr. Toro seconded the motion. Council approved unanimously.

Personnel – no report

Public Safety – no report

Rules

Dr. Guilbault stated that the committee continues to meet and review the Code Book.

Streets

A proposal for \$9,400 was received from Paige Electrical to install lighting and receptacles on the stage and in the rooms on both sides of the stage. Mr. Toro moved to accept the proposal from Paige Electrical Services LLC for the electrical work on the stage and side rooms. Mrs. Rees seconded the motion. Council approved unanimously.

Old Business - none

New Business

1. Upon motion by Mrs. Boyer, seconded by Mr. Toro, council unanimously approved payment of the bills. Bills to be paid from the General Fund total \$59,150.37, Liberty Splashland bills total \$30.36, Parking meter bills total \$784.70, Parks and Recreation bills total \$5,124.44, and Sewer Department bills total \$111,403.03.
2. Council was provided with the following list of old records to be destroyed:
 1. *Personnel Files dated 1986-2015. Retention period is 5 years.*
 2. *Employee wrongful termination case from 1993. Retention period for closed cases is as long as of administrative & legal value.*
 3. *Employee case for back wages from 1995. Retention period for closed cases is as long as of administrative & legal value.*
 4. *All invoices paid before 2013. Retention period is 7 years.*
 5. *All bank statements & reconciliations dated before 2013. Retention period is 7 years.*
 6. *All deposit slips & cash records dated before 2013. Retention period is 7 years.*

Mrs. Simmons made a motion to destroy the records. Dr. Guilbault seconded the motion. Council approved unanimously.

3. Upon motion by Mrs. Rees, seconded by Dr. Guilbault, council voted unanimously to approve Resolution F-2021. The resolution is as follows:

"RESOLUTION F-2021

**BOROUGH OF NORTHUMBERLAND
NORTHUMBERLAND COUNTY, PENNSYLVANIA**

WHEREAS, the Borough Council ("Borough Council") of the Borough of Northumberland (the "Borough") has determined that it is necessary to replace a current police vehicle; and

WHEREAS, the Borough Council has approved the purchase of a new police vehicle through a state approved contract; and

WHEREAS, the Borough needs financing for the purchase of the new vehicle; and

WHEREAS, the Northumberland National Bank (the "Bank") has offered to loan up to Thirty-five thousand dollars (\$25,000) at a fixed interest rate of 2.47% per annum over a three (3) year term with repayment due through annual principal and interest payments; and

Now Be it RESOLVED, Borough Council has approved the acceptance of the Bank's offer for financing for the police vehicle; and

Be it FURTHER RESOLVED, the Borough Council has authorized the President of Council and the Borough Manager to execute any and all necessary documents to carry out the financing.

ADOPTED as a resolution of the Council of the Borough of Northumberland, Northumberland County, Pennsylvania, this 14th day of July, 2021.

ATTEST:

By: _____
Janice Bowman, Borough Manager
[BOROUGH SEAL]

BOROUGH OF NORTHUMBERLAND

By: _____
Paul Ruane, President

APPROVED this 14th day of July, 2021.

By: _____
Dan Berard, Mayor"

Public Comment

Mrs. Jane Gehers informed council that the Code Enforcement Officer discussed Borough business regarding a violation at their home with Mrs. Gehers's husband at a party. She stated that she did not feel this was appropriate and that council should be made aware of this. The Code Enforcement Officer cited them the following week for having grass clippings in the street. Mrs. Gehers's neighbor, Debbie Marks, stated that she was also cited. However, she claimed that she did not receive the notice that the Code Enforcement Officer said was left on her door. Members of council thanked the women for bringing this to their attention, adding that they would look into the matter.

Mr. Terry Gehers questioned why the owners of the house on Duke Street that was damaged by fire last year have not been made to board up the windows and repair the structure. Mr. Ruane responded that the Code Enforcement Officer is working on it. He noted that the owner of one side of the double house did not have property insurance and the owner of the other side is buying the side that is uninsured.

Police Chief Kriner requested that council approve listing the 2017 Ford Explorer on Municibid. Mrs. Rees so moved. Mr. Toro seconded the motion. Council approved unanimously.

Executive Session

Mr. Ruane announced that the council would adjourn for an Executive Session to discuss a litigation matter and the council meeting would be reconvened. The meeting was adjourned for the Executive Session at 7:23 p.m.

Mrs. Simmons left the meeting at 7:30 p.m.

The council meeting was reconvened at 7:40 p.m.

Mr. Toro made a motion to authorize execution of the Partial Settlement Agreement with Jay Fulkroad & Sons, Inc. and to issue a check in the amount of \$954,837 to the company before July 16, 2021, and to negotiate the interest payment. Dr. Guilbault seconded the motion. Council approved unanimously.

Mrs. Rees announced that Mr. Ruane was named "Pineknotted of the Year" last week during Pineknotters' Days. She and the other council members remarked that the honor was well-deserved and congratulated him.

Mr. Ruane adjourned the council meeting at 7:50 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Janice R. Bowman". The signature is written in dark ink and is positioned above the printed name.

Janice R. Bowman
Borough Manager