

Borough of Northumberland

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Borough of Northumberland 175 Orange Street, Northumberland, PA 17857 Northumberland Borough Council Meeting November 1, 2021

President Paul Ruane called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited, and Mayor Dan Berard offered an Invocation.

Roll Call

Council members present were Ann Boyer, Denise Guilbault, Ellie Rees, Paul Ruane, Kaitlyn Simmons, and Frank Wetzel. Others present were Mayor Berard; Melissa Kelso, Borough Solicitor; C.L. Kriner, Police Chief; Jeremy Deitrick, Sewer Department Superintendent; MaryKay Clark, Code Enforcement Officer; and Janice Bowman, Borough Manager. Council member Orlando Toro was absent.

Public Comment on Agenda Items - None

Anthony Gagliardi (Klacik, PC) - 2020 Audit

Mr. Gagliardi thanked the office staff for their assistance during the audit, noting that there were no findings. Mr. Gagliardi explained that the reason the audit is later this year than in previous years is because he was waiting for information from the Borough's pension system. The biggest difference in the pension report is that the market did well last year so the Borough has an asset instead of a liability. The detail of this information is in the audit. Mr. Gagliardi informed council that the financial report filed with the Department of Community and Economic Development has been approved.

Council Meeting Minutes – October 5, 2021

Upon motion by Mrs. Boyer, seconded by Dr. Guilbault, council voted unanimously to approve the minutes of October 5, 2021.

Mayor's Report

Mayor Berard reported on the activity of the Police Department for the month of October. The police issued 21 traffic citations, six non-traffic citations, and 34 parking tickets. They answered 235 calls for service and made 32 court appearances. Training hours totaled 46. Several people were arrested for misdemeanor and felony crimes of unsworn falsification, contempt, simple assault, prohibited acts of drugs and paraphernalia, and DUI. The police responded to 39 assist calls; 12 to point Township, 15 to Sunbury, and 12 to other agencies. 1,376 miles were traveled for the month.

Mayor Berard noted that the Police Department's training room is complete, the simulator is installed and is actively being used. A Taser instructor course was held there last week. He invited council members to stop and see the center.

Northumberland Borough Sewer Department

- Upon motion by Mr. Wetzel, seconded by Mrs. Rees, council unanimously approve Payment Number 2 for Lepley Electric in the amount of \$1,343.76.
- Upon motion by Mrs. Rees, seconded by Mrs. Simmons, council unanimously approve the Nutrient Credit Sales Agreement with Ralpho Municipal Authority for 622 credits at a cost of \$2.00 per credit.
- Sewer Department Superintendent Jeremy Deitrick noted that council was given a copy of the 2022 Sewer Department budget. He added that there is a slight increase in the expenses due to the increase in the interest rate for the PennVest loan. There will be no increase in the fees for customers. The department budget is to be included in the Borough's 2022 budget proposal.
- The bills for the fourth quarter of 2021 will be mailed out next week.

Code Enforcement Officer's Report

Code Officer MaryKay Clark provided the October report. Three building permits were issued; fees totaled \$553.50. She received six complaints, filed eight citations, issued six code violations, and two street cut permits. Backfilling fees were \$1,050. Ms. Clark conducted eleven rental inspections for \$605, issued three Quality of Life notices, two disruptive conduct letters, and two Certificates of Occupancy. Twenty-seven miles were driven for the month.

Committee Reports

Community Development

- Mrs. Simmons stated that the committee met and discussed the tree planting for Pineknott Park and the Point. The next meeting will be held at the Kiwanis Building so the committee may inspect the building.
- Twenty trees that were obtained through a grant will be coming next week to be planted along Route 11 and the Point.

Finance

- Mrs. Rees made a motion to approve the first reading of the proposed 2022 budget. Mr. Wetzel seconded the motion. Council voted unanimously to approve.
- Ms. Kelso informed council that since the millage rate for 2022 will not increase, council may adopt a resolution setting the rates, instead of an ordinance which would require advertising. The resolution will be ready for the December council meeting.
- Mr. Wetzel made a motion to transfer \$47,714 from the General Fund to the General Contingency Fund. This amount is the proceeds from the sale of the recycling equipment. Mrs. Boyer seconded the motion. Council approved unanimously.

Personnel – no report

Public Safety – no report

Rules

Dr. Guilbault informed council that the committee is completing the review of the Code Book. They will meet on November 15th at 7:00 p.m.

Streets – no report

Old Business - none

New Business

1. Upon motion by Mrs. Simmons, seconded by Mr. Wetzel, council voted unanimously to approve payment of the bills. Bills to be paid from the General Fund total \$201,395.57; Park and Recreation bills total \$35.27; Parking Meter bills total \$357.19; River Valley Training Center bills total \$225.37; Shade Tree Fund bills total \$153; and Sewer Department bills total \$95,949.40.
2. The Kiwanis Club has disbanded and are no longer using the Kiwanis Building. Mrs. Simmons made a motion to assume the utility bills for the building. Mr. Wetzel seconded the motion. Council approved unanimously.
3. A quote of \$4,560 was obtained from Spring Meadow Landscapes to replace the concrete behind the rear gym doors. Mrs. Rees made the motion to accept the quote. Mrs. Boyer seconded the motion. Council approved unanimously.

Mrs. Boyer moved to adjourn. The meeting was adjourned at 7:21 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 and title.

Janice R. Bowman
Borough Manager