

Borough of Northumberland

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Borough of Northumberland
175 Orange Street, Northumberland, PA 17857
Northumberland Borough Council Meeting
March 1, 2016

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

Roll Call

Council members present were Paul Boyer, Ralph Cianflone, Ellie Rees, Paul Ruane, Ty Sees, James Troup, and Harry Wynn. Others present were Mayor Zboray; Ryan Tira, Borough Solicitor; C.L. Kriner, Police Chief; Jeremy Deitrick, Sewer Department Superintendent; Ted McCollum, Street Supervisor/ Code Enforcement Officer; and Janice Bowman, Borough Secretary.

Public Comment

Five visitors present introduced themselves. No comments were offered.

Council Meeting Minutes

Upon motion by Mr. Boyer, seconded by Mr. Wynn, council voted 6-0-1 to approve the council meeting minutes of January 4, 2016. Mr. Wynn abstained.

Upon motion by Mr. Troup, seconded by Dr. Cianflone, council voted unanimously to approve the council meeting minutes of February 2, 2016.

Northumberland Sewer Department Report

Mr. Mark Strahota, Hazen and Sawyer, informed council of three applications for payment to be approved tonight. The first is for Fulkroad. Mr. Troup moved and Mr. Boyer seconded the motion to approve payment number nine to Fulkroad in the amount of \$446,919.25. Council approved unanimously.

Mrs. Rees made a motion to approve payment number eight for \$13,549.83 to Myco under contract 14-2H. Mr. Troup seconded the motion. Council approved unanimously.

Mr. Boyer moved to approve payment number eight for \$23,086.46 to Lecce under contract 14-2E. Council approved unanimously.

Hazen & Sawyer has submitted a letter requesting an amendment to the Construction Phase Services Agreement. The topic had been discussed last fall, to be revisited this year. They would like to change the billing structure to time and material, instead of a lump sum, with. The Task

A10, Design Services during Construction would have a cap of \$260,000, bringing the total to \$621,950. This estimate was based on the actual time expended multiplied by their current billing rates. They are also requesting \$154,000 to be added to Task A11, Resident Project Inspection, which brings this total budget to \$521,700. This additional amount to be added to the current task A10 budget, bringing the total to \$621,950. This estimate was based on the actual time expended multiplied by their current billing rates. They are also requesting \$154,000 to be added to the current Task A11 budget. This additional amount would cover their cost through October. The topic was tabled until the next council meeting.

Mr. Ruane noted at a proposal of \$5,700 was received from RETTEW to analyze design plans with Larson Design, PennDOT engineering, and sewer department's documents and maps to identify conflicts for the proposed storm sewer piping and the existing sanitary sewers within the Borough. It was noted that the new storm sewer piping will improve stormwater run-off. The installation of the stormwater pipes could potentially damage the sewer main or laterals if the exact locations aren't marked adequately. The department will try to get reimbursed by PennDOT. Mr. Wynn made a motion to accept the proposal from RETTEW for \$5,700. Mr. Boyer seconded the motion. Mr. Sees requested additional time to review the proposal. The motion and second were retracted and the topic was tabled. Mrs. Rees asked what the committee's opinion is regarding the proposal. Mr. Ruane replied that the committee is in favor of it.

Mr. Ruane noted that Diane Dodge, executrix of Michael Marotto's estate, is requesting that the council forgive the late fees on the delinquent sewer bills. The total amount of the late fees are \$212.00. No motion was offered.

Mayor's Report

- Mayor Zboray met with the JROTC regarding the Great American Clean-up. He explained that the JROTC plans to clean up behind Front Street Station, along Duke Street from Water Street to Seventh Street, along Water Street from the bridge to W&L Sports Cars, along Front Street, and at Pineknott Park. They will end with a 5K run in Sunbury.
- Mayor Zboray administered the oaths of office to Cody Hummel, Elizabeth Buckles, and Karen and John Williams. There are currently sixteen members of the fire police.
- The PennDOT focus group meeting was on February 19. After the meeting, Lynda Schlegel Culver spoke with Barbara Kistner, Margaret Weirick, and Barbara Spaventa about being part of a steering group. PennDOT is revising the detour to use Duke Street as much as possible and reduce the traffic on King and Orange Streets. The Mayor feels that PennDOT is listening to the concerns.
- Mayor Zboray asked if anyone had any questions for the Chief. Mr. Troup stated that he would like a copy of the work schedule.
- Mayor Zboray said that he, Ellie Rees, and Paul Ruane met with Chief Kriner today after interviewing a candidate for the part-time police officer position.

PennDOT Reconstruction

Council discussed the document for PennDOT concerning the reconstruction of the state roads and the temporary occupancy permit. Mr. Tira had revised the document to include

modifications that Route 11 would not be completely shut down from the Barry King Bridge to Duke Street and that PennDOT would work with the council with paving construction, specifically the week of Pineknotters' Days. He added that council needs to approve it. Mrs. Rees suggested that the stipulation of no construction during the week of Pineknotters' Days be extended to include the week preceding Pineknotters' Days due to the preparation for the event. Mr. Tira advised that council could approve the document, including the revised wording. He would prepare the document for the council president's signature. Mr. Boyer made a motion to approve the temporary occupancy permit for PennDOT with the modification as suggested by Mrs. Rees. Mr. Sees seconded the motion. Council approved unanimously.

Street Supervisor/ Code Enforcement Officer's Report

- Mr. Ted McCollum said that he is not able to move the stop sign at Fourth and Duke Streets, as requested by the Fire Chief, because of its proximity to the fire hydrant. The water company will be contracted to request that they turn the hydrant forty-five degrees.
- Mr. McCollum said that there is water lying along the first base line at the Hanover Street ballfield. The Borough has drain pipe that could be installed to carry the water to the end of the field. He said that there is pipe at the recycling center that can be used. It would be necessary to purchase fabric and stone. Mr. McCollum feels that he is sure he can get stone donated from Central Builders. Mr. Troup stated that the Little League takes care of that field. Mayor Zboray agreed, adding that the Little League always took care of the field and that they have money.
- Mr. McCollum informed council that PennDOT is going to drill test bores on Duke Street, Front Street, King Street, and Water Street.
- The street crew has used 4,300 pounds of cold patch. They are working on the named streets and will start on the numbered streets. The cylinder on the backhoe was leaking. It was taken to Rovendale's for a new seal.
- Next week, Mr. McCollum plans to finish the pavilion on the playground.
- Mr. McCollum provided a copy of Milton's ordinance regarding street excavations. He's requested that council consider adopting a similar ordinance. Mr. Tira stated that he will provide it to council for the next meeting when they can vote to advertise it.
- The gas company sealed the macadam on Sheetz Street next to Mrs. Rorke's property. She had been getting water in her basement.
- Mr. McCollum said that he has told the gas company that they must repair the excavation cuts that were made last year before getting a permits for new excavations. He said that the company will pave one half the width of the streets and the entire width of the alleys that have cuts.

Codes Enforcement

- Mr. McCollum stated that he issued two permits, had six code violations, eleven complaints, and nine inspections.
- 485 Duke Street was built by Boyer Machine Shop.

Mr. Wynn asked if the contractor was contacted about cleaning the streets daily and eliminating the mud that goes down the storm drain on Fifth Street. Mr. McCollum stated that he would talk to the contractor and will hand them a letter that it is mandatory that it be done every day. Mr. Wynn noted that they should use water in the street sweeper; not just sweep the street.

Mayor Zboray stated that Prince Street in front of the new school building is really getting bad. He asked if the school is going to take care of it. Mr. Wynn stated that it was proposed that they would replace curbing, sidewalks, and pave from Fifth Street to Permastone Drive.

Committee Reports

Community Development

Dr. Cianflone announced that the next meeting will be held at 7:00 p.m. on March 14 at the Northumberland Little House. The main topic will be Pineknott Park and what the public would like to see planned for this recreational area. Dr. Cianflone noted that there is a possibility that docks may be donated for that area. Mayor Zboray noted that the Alumni Association meets that evening in the Savidge Room.

The architect has met with representatives from council and the office to discuss renovations of the gymnasium. He is going to call when he is ready to begin work on the plans for the gymnasium.

Finance

Mr. Sees said that the committee will meet on March 22nd at 6:30 p.m.

Personnel

Mrs. Rees stated that the Borough currently has five full time officers and two part-time officers. The part-time officers are available on a limited basis. The committee has interviewed two individuals and recommends that council hire them. Mrs. Rees made a motion that pending the outcome of the required testing, council hire Michael Vognetz and John Robbins. Mr. Boyer seconded the motion. Mr. Vognetz has worked as an officer; Mr. Robbins does not have police experience. The motion was amended to include an hourly rate of \$15 for Michael Vognetz and \$12 for John Robbins. Council approved unanimously.

Public Safety - No report

Rules

Mr. Wynn stated that the committee would not meet this month.

Streets

Mr. Boyer stated that he and Paul Ruane met with Barry Garverick to measure the streets to be paved this year. The estimate for the street paving is \$183,008. Streets to be paved are Orange Street from Fifth to Sixth and from Sixth to Seventh Street; Wheatley Avenue from Pond Avenue to Sixth Street and Sixth Street to Seventh Street; and King Street from Sixth to Seventh Street. Mr. Ruane will take the list of streets to the COG meeting on March 14th to be bid out with the COG. Mr. Ruane noted that half of the cost of the project is for curbing and ramps. Other areas considered were Ropewalk from Queen Street to Duke Street and Seventh Street from Orange Street to Prince Street. Due to the costs, these streets will not be paved this year. Mr. Boyer made a motion to bid the paving of these streets through the Susquehanna COG. Dr. Cianflone seconded the motion. Council approved unanimously.

Mr. Boyer said that CPR classes are scheduled for the Street Department and Sewer Department employees. The March 9th and 16th work days will be rescheduled for noon to 8:00 p.m. with the classes scheduled from 6:00 p.m. to 8:00 p.m. Mr. Boyer stated that the classes are mandatory for the street department employees.

Old Business

1. C-2016 Police Retirement Contribution – tabled
2. PPL Street Light Services Agreement
The Borough Secretary explained that PPL will change the Borough street lights to LED lights. The cost to the Borough is \$352. This is the cost for the two street lights that have been replaced within the last ten years. Mr. Boyer moved to accept the street lights services agreement from PPL. Mrs. Rees seconded the motion. Council approved unanimously.
3. Mr. Wynn moved to approve Resolution D-2016. Dr. Cianflone seconded the motion. Council approved unanimously.

*“Borough of Northumberland
Resolution Number D-2016*

Providing for the furnishing of electric street lighting service to the Borough of Northumberland, County of Northumberland, Pennsylvania.

BE IT RESOLVED by the Council of the Borough of Northumberland, and it is hereby resolved by the authority of the same:

That the Borough Of Northumberland, County of Northumberland, Pennsylvania enter into an agreement with PPL Electric Utilities Corp. for the furnishing of all electric street lighting delivery service required to light the streets of the Borough for the period and in accordance with the terms contained in the form of agreement now on file with the Borough Secretary for furnishing of such service; and that the proper officers of the Borough are hereby authorized and directed to execute and deliver said form of agreement on behalf of the Borough.

Resolved by the Council of the Borough of Northumberland, this 1st day of March, 2016.

WITNESS:

BOROUGH OF NORTHUMBERLAND:

Borough Secretary

President of Borough Council

Approved this 1st day of March, 2016.

Mayor”

4. Mid-State Paving has requested one month extension for Liberty Hollow Culvert Replacement project. The completion date would change from March 4th to April 4, 2016. The engineers have no objections to the request. DEP will extend the permit. Mr. Wynn asked when they would start. He was told that they plan to start next week. They are waiting for the headwall to be built off-site. Mr. Troup moved to approve the change order. Dr. Cianflone seconded the motion. Council approved unanimously.

New Business

1. Mr. Wynn moved to approve payment of the bills, including the bill Mr. McCollum presented to Advanced Auto Parts. Mr. Boyer seconded the motion. Discussion ensued. Council approved unanimously. Bills to be paid from the General Fund total \$57,188.03; Park & Recreation bills total \$270.20; Parking Meter bills total \$1,740.96; Liberty

Splashland bills total \$56.07; Donations Account bills total \$197.18; and Sewer Department bills total \$82,008.53.

2. Mr. Wynn made a motion to change the time of the council meetings from 7:00 p.m. to 6:30 p.m. and to hold one council meeting and one work session each month. Mr. Troup stated that holding one council meeting per month was considered, but due to the sewer plant construction, council felt it necessary to have two voting meetings each month. Mr. Wynn modified his motion to changing the meeting time from 7:00 p.m. to 6:30 p.m. Mr. Troup seconded the motion. Discussion ensued. Mr. Boyer, Dr. Cianflone, Mr. Troup, and Mr. Wynn voted yes; Mrs. Rees, Mr. Ruane, and Mr. Sees voted no. Motion carried 4-3. The new time will be advertised before the March 15th meeting.

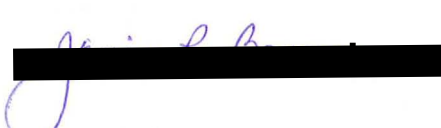

3. A request for a handicap parking space at 334 Fourth Street was received from Keisha Bonnell. Mr. Boyer moved to approve the request. Mrs. Rees seconded the motion. Mr. Sees requested that the motion include a provision that the need for the sign is revisited annually. He explained that this is done for all handicapped spaces. The motion and second were revised. Council approved the motion unanimously.

Executive Session

Mr. Ruane explained that the council would conduct an Executive Session to discuss a grievance. No action will be required so the meeting will not be reconvened.

Mr. Ruane adjourned the meeting at 8:16 p.m.

Respectfully submitted,



Janice R. Bowman
Borough Secretary

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March 15, 2016

President Paul Ruane called the meeting to order at 6:30 p.m. The Pledge of Allegiance was recited and Mayor Len Zboray offered an Invocation.

Roll Call

Council members present were Paul Boyer, Ellie Rees, Paul Ruane, and Harry Wynn. Others present were Mayor Zboray; Ted McCollum, Street Supervisor/Code Enforcement Officer; and Janice Bowman, Borough Secretary. Council members Ralph Cianflone, Ty Sees, and James Troup were absent.

Public Comment

Two visitors introduced themselves. No comments were offered.

Council Meeting Minutes

Upon motion by Mr. Wynn, seconded by Mrs. Rees, the council meeting minutes of February 15, 2016, were approved unanimously.

Northumberland Sewer Department Report

Mark Strahota, Hazen & Sawyer, presented a proposal to council to amend the engineering services agreement. He noted a change in the amount and a change in the format. The primary reason is because the original budget was put together when the scope of the project was unknown. The amendment reflects the intent to increase the not-to-exceed limit for the Design Services during Construction (Task A10) and the lump sum fee for the Resident Project Representation (Task A11). The additional amount for task A10 is \$260,000; and the additional amount for task A11 is \$154,000. Mr. Ruane noted that the sewer department has the money to cover the additional costs. Mr. Strahota added that the contract with Fulkroad does include a clause that if the project runs over, they can be held responsible for the additional amount. The original completion date was the end of June. Currently, the projected completion date is October.

Mr. Boyer moved to approve Amendment No. 4 with Hazen & Sawyer at a maximum cost of \$414,000 and to assess the penalties to Fulkroad Construction when appropriate. Mrs. Rees seconded the motion. Council approved unanimously.

Mr. Wynn made a motion to approve the contract for Hazen & Sawyer to oversee the Liberty Hollow culvert project at a cost not to exceed \$11,300. Mr. Boyer seconded the motion. Council approved unanimously.

Council member Ralph Cianflone arrived at 6:43 p.m.

Mr. Ruane requested a motion to approve the contract with RETTEW to oversee the Duke Street construction project on a Time and Expense basis for the proposed fee of \$5,700. They will review the design plans and sewer department documents to identify conflicts with the proposed storm sewer pipes and the existing sanitary system. The contract is contingent upon the project proceeding.

Council member Ty Sees arrived at 6:54 p.m.

Mr. Wynn moved to approve the contract with RETTEW as explained. Dr. Cianflone seconded the motion. Council approved unanimously.

The project phases were discussed. State Route 147 is to be reconstructed in 2017; State Route 11 reconstruction work is slated for 2018.

Committee Reports

Community Development

- Dr. Cianflone noted that the Borough budgeted \$12,000 for a merry-go-round for the 2nd Street Playground and would like approval to order the equipment. Mrs. Rees made the motion to purchase the ten foot diameter merry-go-round from George Ely Associates at a cost of \$12,746. Mayor Zboray noted that the Moyer Trust has donated \$817.77 toward the purchase. Mr. Boyer seconded the motion. Council approved unanimously.
- The tetherball on the playground was taken. Council discussed installing cameras to deter vandalism. A new ball is on order.
- A representative from B3 Architects is coming Friday at 9:00 a.m. to measure the gymnasium.
- The Northumberland Little House has been rented for a party next month. Brochures will be designed and placed around town to advertise the building for party rentals.
- The committee discussed the docks that may be available next year from the Northumberland Boat Club. Funding will be sought to install rip rap along the shoreline of the Susquehanna River West Branch before the docks are placed in the river.
- The committee discussed opening the gate and removing the stone that is blocking the lower road at Pineknottter Park. It is felt that if the area is more accessible, more people would use the park and there would be less vandalism.
- Brian Hayhurst contacted Dr. Cianflone about using the Sea Scout Dock to dock a riverboat for rides along the West Branch of the Susquehanna River. The boat cannot run under the bridges on a regular basis. The only time it would have to go under the Barry King Bridge would be to put it in and take it out. The Borough would be paid for the use of the area.
- Mayor Zboray noted that the JROTC will be cleaning up the area around Duke and Water Streets on Wednesday, April 20th, and Pineknottter Park on Thursday, April 21st. Mayor Zboray suggested that the Borough crew could help and show them the areas that need cleaned up.

Finance

Mr. Sees stated that the committee would meet on March 22 at 6:30 p.m.

Personnel

- Mrs. Rees said that the committee would be conducting interviews for the Pool Manager position.
- Mrs. Rees stated that the Police Chief has told her that both of the new part-time employees have passed the testing. They are John Robbins and Mike Vognetz.

Public Safety – no report

Rules – no report

Streets

- Mr. Boyer said that two Borough employees, Todd Snyder and Brian Probst, volunteered their time to install pipe along the fence at the Acorn field. Council voiced their gratitude. Dr. Cianflone asked if it would be possible to change Mr. Probst's status from part-time to full-time. He was told that there is not funding in the current budget.
- Mr. Boyer noted that the Fire Police held a meeting at their building on Sunday. He said that they had talked to Ted McCollum last year about directing water away from the front of the building because it flows down the driveway and goes under the front door.
- Mr. Boyer asked if Mr. McCollum has scheduled the pesticide exams. He replied that he will take two tests, the Core test and the Swimming Pool exam, on April 13th. He will also take Parks and School pest control at a later date. The exams are held weekly until May.
- Mr. Boyer said that the street and sewer departments' employees will have their second CPR class tomorrow night.
- Mr. Ruane noted that he and Mr. Boyer would be going to the COG meeting in Rockefeller Township tomorrow night.
- Mr. Wynn suggested that whoever is the pool manager should also take the pesticide test. It was noted that Boyer Pools is giving the Borough credit for the \$100 that was paid for Travis Fisher to take the class and test last year and he did not take it. They offer the classes periodically.

Old Business

1. Resolution C-2016 (Police Retirement Contribution) was tabled until after the contract is settled. Mr. Sees noted that the arbitration was postponed because the arbitrator was sick. The date was rescheduled for April 14th at 11:00a.m.


New Business

1. Mr. Wynn moved to approve payment of the bills. Dr. Cianflone seconded the motion. Council approved unanimously. Bills to be paid from the General Fund \$17,292.19; Liberty Splashland bills total \$35.26; the Donations Account bills total \$691.52; and the Sewer Department bills total \$23,469.93.

2. Mr. Ruane noted that there is a grievance with the police department which will go to arbitration. Mr. Wynn asked which officer has submitted the grievance. Mr. Ruane responded that it is Officer Shear. Mr. Sees asked if the American Arbitration Association. Mr. Ruane stated that he did not know. The police union will contact the arbitrators.

Mr. Boyer moved to adjourn. The meeting was adjourned at 7:23 p.m.

Respectfully submitted,



Janice R. Bowman
Borough Secretary