

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
August 16, 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, Ralph Cianflone, Ellie Rees, Paul Ruane, and James Troup. Others present were Mayor Zboray; Jeremy Deitrick, Sewer Department Superintendent; Brian Probst, Street Supervisor; and Janice Bowman, Borough Secretary.

Public Comment

Eight visitors introduced themselves.

Cathy Bellve stated that she was here two weeks ago. She asked if there is an ordinance about painting vehicles in the Borough outside of a building. The garage next door to her property at 675 Duke Street is painting a car outside in the alley. She said that there is paint on her vehicle. Dr. Cianflone stated that DEP would be the regulatory agency. Mr. Ruane added that he does not know of anything in the Borough Code that addresses this.

Her neighbor had pulled a gun on her and she reported it to the police department but nothing was done.

Council Meeting Minutes

Upon motion by Mr. Boyer, seconded by Mr. Ruane, council unanimously approved the council meeting minutes.

Northumberland Sewer Department

Two applications for payment were presented. The first was payment application number 14 to Fulkroad in the amount of \$375,979.36. Mr. Troup moved to approve the payment. Dr. Cianflone seconded the motion. Council approved unanimously.

The second was payment application number 13 to Lecce in the amount of \$47,610.06. Mr. Boyer moved to approve the payment. Mr. Troup seconded the motion. Council approved unanimously.

Mr. Bruce Killian informed the council that the Northumberland Housing Corporation received the sewer department bill dated May 3rd for the second quarter at some time between when the former secretary was left go on May 10th and a new secretary was hired on June 29th. The bill was lost somewhere during this period. He noted that they have always paid their bills on time. He requested that the council waive the late fee of \$651. Mr. Ruane moved to waive the late fee for

the Northumberland Housing Corporation. Mr. Boyer seconded the motion. Discussion ensued. Mr. Ruane noted that the Housing Corporation is part of the Borough and they do contribute to the Borough's budget. Council approved unanimously.

Mr. Jack Hoffman told the council that their sewer bill was over \$200 for a two-person household. He said that they filled their pool, had power-washed their house, and they have a garden that they watered. Mr. Hoffman stated that he did not know that the bills were based on water usage until he contacted the sewer department about his bill. Mrs. Hoffman stated that they do not feel that it is fair to be charged for the water that does not go into the sewer. She added that they have a large garden so they can provide for people who are less fortunate. Mr. Hoffman said that he feels there should be a better way to charge for the sewer. Dr. Cianflone stated that some municipalities had established an irrigation meter for properties who used water for outside the home; however, people took advantage of this. Mr. Ruane stated that the bills had been the same for each property owner and that wasn't fair because some people used much more water than others. That is the reason the bills were changed to the water usage basis. He noted that the charge is \$4 per 1,000 gallons. Mr. Troup noted that most municipalities now charge this way. He said that people could install water barrels and use this water to water their gardens. He added that there is really no way that is completely fair.

Mr. Brian Book informed the council that there is an opportunity for a grant from the CFA for small projects. This money could be used for the Borough's portion of the PennDOT project.

Mr. Book said that currently PennDOT has the opinion that they took over a right-of-way for Duke Street that the county had in 1787. They feel that they were here first, therefore the cost of the project would be 75% PennDOT's share and 25% local share. If the Borough were here first, PennDOT would be responsible for 100% of the costs. Anything that is a trunk line, the Borough cost would be shared with Point Township. Mr. Book provided this information to the solicitor.

Mr. Book noted that the engineering cost is 100% covered by PennDOT, including the money that was already paid to RETTEW. All documents must be provided to PennDOT by December 31st in order to receive the maximum reimbursement. For every month that the documents are late, PennDOT takes 10% of the reimbursement amount away.

Mr. Book stated that the Borough could apply to CFA for a grant, and ask Point Township to write letters of support since the grant would also cover their share of the costs. The application is due October 31st.

Mr. Deitrick stated that the sewer department budget includes \$100,000 for I&I work. If the Borough would have to pay toward the project, this money could be used. However, this area is not the priority.

Mr. Book explained that two years ago, a representative from PennDOT contacted him about the bridge project. There is some iron pyrite water that they must pay someone to take. They would like to know if the Borough would accept it. Mr. Book stated that it wouldn't happen until next spring, but they are going to get the water tested. He said that the Borough is under the flow limit

and would have the capacity to accept this water. Once the testing is completed, and the composition is known, DEP would be consulted. This is a potential revenue stream.

Mayor Zboray noted that PennDOT never told anyone that the Borough may have to contribute to this project.

Mr. Book added that PennDOT plans to give the stormwater infrastructure to the Borough when the project is completed. This had not been discussed with Borough officials in meetings with PennDOT.

Mr. Book stated that he would be willing to meet with Senator Gordner and Representative Culver along with Borough officials, to discuss the cost of the project.

Mr. Ruane moved to approve a contract with Rettew for the Route 147 sewer reconstruction project for the engineering, at an estimated cost of \$43,960. This is an addendum to the existing contract and is 100% reimbursable by PennDOT. Dr. Cianflone seconded the motion. Council approved unanimously.

Mr. Book provided a proposal of \$4,400 to conduct the 2017 rate study. Mr. Ruane stated that the reason for doing the study is to determine the costs for the residents and the bulk customers. Mr. Boyer moved to approve the contract with Rettew for the 2017 rate study at a fee of \$4,400. Mrs. Rees seconded the motion. Council approved unanimously.

Mr. Deitrick said that the 1st budget meeting for the sewer department is Monday, August 22nd at 5:00 p.m.

Mayor's Report

- Mayor Zboray announced that the annual Music in the Park will be on Sunday, September 4. Memory Lane will perform from 3:00 to 6:00 p.m. He thanked the S. Luther Savidge Trust for sponsoring the event.
- The annual Day of Remembrance in the Riverview Cemetery will be held on August 27th. The ceremony begins at noon.
- Mayor Zboray administered the Oath of Office to part-time officers Mike Vognetz and John Robbins.
- Mayor Zboray announced that there would be Music in the Park tomorrow night in memory of Bud Ditton and Robin Bolig. Karen Nogle will be performing.

Mr. Troup asked if the Borough has an agreement with Point Township police to run speed traps. Mayor Zboray replied there was not. Mr. Troup said that he saw a Borough cruiser in Point Township near the Point Drive-in on Sunday night at 5:15 p.m. and is wondering why it was there. Mayor Zboray said that he would check into it.

Street Supervisor's Report

Mr. Boyer stated that he gave permission for PennDOT to have their contractor work during the night.

Mr. Probst said that he has had requests from people to take their brush. He would like to establish a place at Pineknott Park near the cell tower. Mr. Ruane stated that they used to put it at the Recycling Center. He asked how it can be watched at Pineknott Park. Mr. Probst said that there is no room at the Recycling Center since the Fire Department has put the containers there. Mr. Troup suggested that it could be done and if people are dropping off garbage or grass clippings, it would be closed. Mr. Forrest Walter suggested that the area be opened a few hours a month. He volunteered to oversee the area so people only drop off brush. Mr. Probst stated that he would contact Mr. Walter to schedule the times.

Mr. Probst explained that Mr. Walter is here because of his curb. He provided a picture of it. Mr. Ruane stated that years ago the curbs were jackhammered out. Now, the property owner must obtain a permit and remove and replace it. Mr. Walter informed council that he had talked to Tom Slodysko, Steve Reed, and Ted McCollum about it but nothing was done. Mr. Walter informed the council that there is capillary action at his driveway. He said that the Borough should start taking care of the edges of the streets. He said that when the streets are swept, they should use steel brushes to cut the weeds along the curb. He added that there would be water intrusion under 6th Street because of the weeds. He explained that he is a civil engineer and has worked for Williamsport for seven years; Sanibel Island for nine years; and Naples, Florida for eleven years as city engineer. Mr. Ruane thanked him for his comments.

Mayor Zboray said that at the cemetery on Seventh Street from Prince to Orange, they spray it, weed-whack the weeds and take care of it.

Mr. Probst stated that he had a phone call from Jim Rorke asking when Sheetz Avenue would be paved. Mr. Ruane stated that paving would be in September, once the gas company is finished with their work.

Mr. Probst stated that he is working on the signage for the new school. He has ordered the signs and marked the locations as designated by PennDOT.

Mr. Probst said that last year someone used the paint sprayer and did not clean it out before putting it away. They have been working on it for about three weeks, but cannot get it repaired. Mr. Probst has taken it to C.H. Reed and they are going to look at it and provide an estimate to repair it. Mayor Zboray asked if one could be rented. Mr. Probst said that he has checked and no one rents them. Mr. Troup asked if Sunbury has one. Mr. Probst said that he would check with them, adding that they borrow our roller.

Mr. Probst said that he checked to see what the cost would be to have an undercarriage installed on the Ford F800. There is a plow at the recycling center; but the undercarriage for the plow went with the truck that was sold because someone forgot to remove it. Mr. Probst provided a cost for the undercarriage and for an electric spreader for the back of the new truck. Mr. Ruane said that this would have to be added to the 'wish list' for next year.

Committee Reports

Community Development

Mr. Ruane opened the bids for the gymnasium. They are as follows:

	Contractor	Address	Bid Received	Bid Amount	Alternate 1	Alternate 2
1	Spotts Brothers, Inc.	42 Berger Street Schuylkill Haven, PA 17972	8/16/2016 12:05 p.m.	304,460.00	4,700.00	7,500.00
2	Best Quality Builders, Inc.	75 Chad Road Pennsdale, PA 17756	8/16/2016 12:30 p.m.	290,716.00	4,143.00	3,430.00
3	Bognet, Inc.	PO Box 206 Hazleton, PA 18201	8/16/2016 2:10 p.m.	354,000.00	6,400.00	\$5,800.00
4	Sponaugle Construction Services, LLC	1350 E. Chocolate Avenue Hershey, PA 17033	8/16/2016 3:30 p.m.	312,299.00	3,935.00	5,632.00
5	Zartman Construction, Inc.	3000 Point Township Drive Northumberland, PA 17857	8/16/2016 3:45 p.m.	312,000.00	6,200.00	2,210.00
6	Gray Builders	240 Columbia Hill Road Danville, PA 17821	8/16/2016 3:50 p.m.	296,000.00	4,300.00	2,300.00
7	T. Ross Brothers	email to Rocky Baer	4:01 p.m.	332,734.00	6,790.00	6,150.00

Mr. Ruane stated that the bids will have to be reviewed and no decision would be made tonight because they are higher than the money currently available for the project.

The office has heard from the attorney's office regarding the bequest from Joseph Epler. The check for \$50,000 will be sent after some paperwork has been signed.

Dr. Cianflone stated that there are three more private parties scheduled at the pool but the pool is no longer open to the public during the day due to a lack of lifeguards. Mr. Troup asked if the people who purchased season passes would be reimbursed a portion of their payment. Dr. Cianflone responded that they would not and noted that Sunbury's pool closed before Liberty Splashland.

Mr. Troup stated that he had people ask him about placing a job johnny out on the playground. Mr. Ruane stated that there is one next to the basketball court. It is being donated by Wolfe Sanitation.

There was some discussion about putting a water fountain on the playground. Mr. Ruane noted that the waterline was broken when the merry-go-round was installed.

Mr. Troup asked if there are cameras at the playground. Mr. Boyer said that there are not and that the Fire Police had cameras installed at their building which were inexpensive. Mr. Troup noted that he has seen water bottles littered around the playground. Mr. Probst added that the street department could fill a garbage bag every week with the amount of trash that is left. Mr. Troup said that with cameras, people who litter could be arrested.

Finance – no report

Personnel

Pfeiffer-Naginey and EMC have requested that the council establish a light-duty policy for employees who are injured and on workman's comp. Mrs. Rees read the policy and noted

that the department heads have provided the light-duty lists for their departments. Mr. Boyer made a motion to approve the return to work program. Dr. Cianflone seconded the motion. Council approved unanimously.

The policy follows:

“Return to Work Program

“The Northumberland Borough Council has established a “return to work” program in order to bring injured or disabled employees safely back into the work environment as soon as they are medically capable. This is an interim step in the employee’s medical recovery process. Transitional work duties are to be matched to an injured worker’s abilities for a specific time frame, allowing them to rejoin the workplace earlier. The transitional work assignments are to be based on a functional match between job demands and the worker’s current abilities and restrictions. Transitional work assignments may change several times during the worker’s medical recovery. The employer shall work with the injured employee to come up with possible job accommodations. The suggested accommodations and job duties should be discussed with the treating physician before the employee actually returns to work. Additional duties may be added. The following are light duty work lists for the various departments in the Borough:

Police Department Light Duty Work List

- *File/update and purge records*
- *Photo processing of all arrested persons to add to the master index*
- *Attend in-service and classroom training*
- *Clean weapons*
- *Assist with evidence room inventory control & purge*
- *Policy review and test*

Sewer Department Light Duty Work List

- *Basic lab work*
- *Record keeping*
- *Sampling*
- *Operation of Belt Filter Press (depending upon injury)*
- *Routine inspections of pump stations (depending upon injury)*
- *Decanting of digester supernatant (depending upon injury)*
- *Transfer of sludge (depending upon injury)*
- *Assist with office work*

Street Department Light Duty Work List

- *Pick up trash*
- *Drive street sweeper*
- *Plow snow*
- *Mow grass with zero turn mower*
- *Equipment maintenance*
 - *Wash*
 - *Change oil*
 - *Wash windshield's*
- *Mark PA one calls*
- *Put signs together*

Employees performing temporary transitional duties should understand those duties are part of a rehabilitation program and that they will be expected to return to their normal duties as soon as medically able. Written documentation from the treating physician about the employee's medical restrictions, abilities and medial approval for specific duty should be shared with the employer and the employee. The employee should be presented with a written offer of transitional duty, including a written description of the tasks and work hours assigned. The employee should be asked to acknowledge the transitional job offer by signing and dating the form and to also indicate their acceptance or rejection of the offer in writing.

This policy was approved by the Northumberland Borough Council on August 16, 2016.

Borough Council President"

Mrs. Rees stated that there are additional personnel issues to be discussed in executive session.

Public Safety – no report

Rules – no report

Streets

Mr. Boyer stated that the committee did not hold a meeting.

Planning Commission

Mr. Ruane presented the subdivision submitted by Ida Gemberling at 778 Front Street. Council reviewed the plans. Mr. Ruane stated that she has sixty foot frontage on Front Street. She is giving part of her property at the rear of the lot to her son who owns the lot adjacent to this parcel. Mr. Ruane noted that the Northumberland County and Northumberland Borough Planning Commissions have approved the plans. Mr. Boyer moved to approve the subdivision. Mr. Troup seconded the motion. Council approved unanimously.

Old Business

1. Mr. Ruane tabled Resolution C-2016, the Police Retirement Contribution, until after the police contract is approved.
2. Upon motion by Mr. Troup, seconded by Dr. Cianflone, council voted unanimously to advertise Ordinance 2016-2, the Flood Plain Management Ordinance. It was explained that this ordinance is required in order to offer a discount on flood insurance.

New Business

1. Mr. Troup made a motion to approve payment of the bills including the list of bills that was provided to council on August 2, 2016. Mr. Boyer seconded the motion. Bills to be paid from the General Fund total \$52,109.34; Liberty Splashland bills total \$12,145.86; bills to be paid from the Norry Playground Fund total \$15,378.94 (including \$14,000 to the Park and Recreation Fund to repay the money loaned for the playground turf); bills to be paid from the Park and Recreation Fund total \$666.17; 2nd Street Community Center bills total \$1,350.00; and Northumberland Sewer Department bills total \$110,856.20.

2. Mr. Ruane said that PennDOT has completed a traffic study for the school zone at the Shikellamy Middle School. The council must approve to advertise Ordinance 2016-3 which sets the parameters of the school zone at Shikellamy Middle School so the speed limit can be enforced. Mr. Probst asked if the sign for the “right turn keep moving” on Prince Street at Strawbridge Road should be removed. Mr. Ruane said the sign should remain because it was approved by ordinance. Mr. Boyer made a motion to advertise Ordinance 2016-3; Dr. Cianflone seconded the motion. Council approved unanimously.
3. The Borough Office was contacted by the Pennsylvania American Water Company about a program they have to provide volunteers to help with small projects. They are requesting ideas from the Borough.

Executive Session

Mr. Ruane adjourned the meeting at 8:20 p.m. for an Executive Session to discuss personnel. The meeting was reconvened at 8:32 p.m.

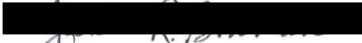
Mrs. Rees moved to advertise for a pool manager for 2017 with the applications due by August 26, 2016. Mr. Troup seconded the motion. Council approved unanimously.

Mrs. Rees moved to approve an addendum for the agreement between the Borough of Northumberland and the Teamsters’ Local Union Number 764 that was read in Executive Session regarding the working supervisor. Mr. Boyer seconded the motion. Council approved unanimously.

Dr. Cianflone asked if a decision was reached about the trees at the Lewis Building. The Borough Secretary stated that a letter was received from the Northumberland Housing Corporation Board and a message was left for Margaret Weirick, the chairman of the Shade Tree Commission. The other members of the commission are Elizabeth Lockcuff and Susan Morroni.

Mr. Ruane adjourned the meeting at 8:36 p.m.

Respectfully submitted,


Janice R. Bowman
Borough Secretary