

Borough of Northumberland

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Borough of Northumberland
175 Orange Street, Northumberland, PA 17857
Northumberland Borough Council Meeting
September 6, 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 Ty Sees. Others present were Mayor Zboray; Jeremy Deitrick, Sewer Department Superintendent; Brian Probst, Street Supervisor; MaryKay Clark, and Janice Bowman, Borough Secretary. Council members James Troup and Harry Wynn were absent.

Public Comment

Mr. Bruce Killian asked if the Borough has any information regarding the trees in the curb line at the Lewis Building. The Borough Secretary stated that she knew that Margaret Weirick went to look at the trees, but she hasn't heard of any decision. Mr. Killian said that he spoke to Ms. Weirick and she told him that she would contact the other committee members to determine if the trees could be removed.

Mr. Jon Apple thanked the Street Department for the work that they did at the Fire Police building.

Northumberland Sewer Department

Mr. Deitrick announced that the department's budget meeting would be held on Monday at 5:30.

Mr. Strahota provided applications for payment for the waste water treatment plant BNR upgrade project.

Upon motion by Mr. Boyer, seconded by Dr. Cianflone, council unanimously approved Payment Application Number 15 to Fulkroad, the general contractor, in the amount of \$271,037.48.

Upon motion by Mr. Boyer, seconded by Mrs. Rees, council unanimously approved Payment Application Number 14 to Lecce in the amount of \$128,130.82.

Mr. Strahota stated that Mid-State Paving has installed two manholes on Wheatley Avenue. He recommended payment of Application for Payment Number 1 in the amount of \$14,958.00. Mr. Boyer so moved. Dr. Cianflone seconded the motion. Council approved unanimously. Brian Book from Rettew said that the preliminary work has begun on the rate study.

Brian Book of RETTEW informed the council that preliminary work has begun on the rate study.

Mr. Book stated that relative to the SR147 sewer reconstruction project, paperwork has begun. The Borough Office is searching for legal dates regarding ownership of the roads and right of ways. The reimbursement from PennDOT hinges on the ownership dates. Representative Culver has been contacted and is willing to provide assistance if needed. Mr. Book stated that work has begun to prepare the Small Project Grant application to the CFA to cover the local share of the SR147 project, if it remains.

Mr. Ruane asked about the letter for the Professional Services Agreement. Mr. Book stated that as Hazen and Sawyer is currently serving as the engineer and the new agreement shouldn't be acted on until around March 2017.

Mayor's Report

- The Music in the Park on September 4th was well attended. Memory Lane played and several vendors were there. Mayor Zboray thanked the S. Luther Savidge Trust for sponsoring the event.
- The annual Day of Remembrance at the Riverview Cemetery was held on August 27th was well attended.
- On Sunday evening at the Gazebo in King Street Park, the American Legion Post 44 will conduct their annual memorial service commemorating 9-11. The band from the St. Louis de Montfort Academy will be playing. The police and firefighters will be present. The service will be held at 7:00 p.m.
- Mayor Zboray requested that the council activate the Civil Service Commission to test for the position of Sergeant. He noted that Officers Cope and Lauver are the only two officers who meet the Civil Service requirement of five years of service to the Borough. Mayor Zboray noted that the Borough has not had a Sergeant since 2012. Mr. Sees asked why now. Mayor Zboray responded that the department now has the compliment of five full-time officers. Mr. Ruane noted that when the Chief is on vacation, he is getting calls for direction. Mayor Zboray added that this would help the chain of command. Mayor Zboray noted that the cost to the Borough would be about \$2,000 per year. Mr. Sees asked what the chain of command has been for the past 4 years. Mayor Zboray stated that it was calling the Chief all the time. He added that it is good to promote from within.

Mr. Boyer made a motion to contact the Civil Service to activate testing for a Sergeant. Mrs. Rees seconded the motion. Council voted 4-1 to approve the motion with Mr. Sees voting no.

Mayor Zboray requested that Chief Kriner explain the situation with the 2008 Dodge Durango. Chief Kriner stated that he met with the Finance Committee last week. He said that the week prior to that the back door of the Durango required a \$205 fix. The issue is that the Durango is a 2008 with 67,000 miles. Since 2014, \$3,613 has been spent on repairs to the Durango. He stated that there is enough funding in the Parking Meter Fund to pay off the loan payment for the 2015 vehicle. He has received prices for a 2017 Ford Utility. The first is from Sunbury Motors at a price of \$29,997. They have two in stock. The second price was from Kovatch Motors for \$33,605. Chief Kriner stated that he feels it is good business sense to pay off the 2015 now and purchase the new vehicle. Northumberland National Bank will provide financing at a rate of 2.25% for three years. Mayor Zboray added that the back of the Durango is rusting. Chief Kriner stated that the Durango could be sold on Municibid. The Kelly Blue Book price is around \$7,000.

Dr. Cianflone moved to pay off the 2015 police vehicle with money from the Parking Meter fund. Mrs. Rees seconded the motion. Council approved unanimously.

Dr. Cianflone moved to advertise the Dodge Durango on Municibid. Mr. Boyer seconded the motion. Council approved unanimously.

Mr. Boyer moved to authorize the purchase of the 2017 Ford Explorer Utility from Sunbury Motors at a price of \$29,997. Dr. Cianflone seconded the motion. Discussion ensued concerning the payment amounts. Council approved unanimously.

Mr. Boyer made a motion to approve a loan of up to \$30,000 from Northumberland National Bank at an interest rate of 2.25%. Dr. Cianflone seconded the motion. Council approved unanimously.

Code Enforcement Officer's Report

MaryKay Clark provided a monthly report for August. Two zoning permits for a total cost of \$99 were issued. There were four complaints. Three street cut permits. Permit fees total \$952.50.

Ms. Clark informed the council that the landlord is in the process of evicting the tenants who were recently arrested by the police.

Street Supervisor's Report

Mr. Brian Probst told council that the dog park is getting out of hand. He said that people aren't picking up after their dogs and if the bag falls into the can, they don't pull it out. The biggest issue is that it is a health risk for the people mowing the grass. Whenever they finish mowing, they have to clean the mower. Mayor Zboray stated that the trash cans in King Street Park were removed because people were putting their home trash into the barrels. He said they are doing the same thing at the cemetery. He said that the people who are using the dog park should be told that they must go by the rules or the Borough will have to close it. Mr. Tira stated that there are parks in several communities. Mr. Boyer stated that he would email the Daily Item with the information. It was suggested that a warning sign be placed at the park. Mr. Probst stated that the bag is bungee-corded to the trash can. Mayor Zboray stated that at the cemetery they use tire inner tubes and put that over the bag to keep it from falling into the trash can. Council decided that they would check on the condition of the park in 30 days and see if people are cleaning up after their dogs.

Mr. Ruane requested that Mr. Probst get more "no parking" signs. He stated that he and Jon Apple have talked about the signs.

Mrs. Rees asked if an area has been cleared for brush drop-off. Mr. Probst stated that this is on the list of things to do but they are getting the area ready for the millings now. Mr. Ruane asked if the millings would be placed at the top along the fence. Mr. Probst replied that they would be.

Committee Reports

Community Development

- Dr. Cianflone stated that Greg Carl will come to show everyone what must be done to close the pool.
- Dr. Cianflone had someone offer to donate \$10,000 amplifiers and speakers for the gymnasium. The check for \$50,000 was received today from the Epler Estate.

- Since the bids came in too high, the committee will meet next week to discuss what can be done in the gymnasium. Dr. Cianflone requested that the architect be invited to attend the committee meeting.
- Mrs. Rees stated that the poured-in-place surface for the overdrive is not available anywhere in the country. BIMBO Bakeries would like to have the project completed. The installer has recommended that the council consider tiles instead of the poured-in-place surface. The warranty for the tiles is ten years; the poured-in-place surface has a five year warranty. A sample tile is in the Borough Office. The tiles are held together with bars. The tiles are being paid for by BIMBO. Mrs. Rees made a motion that the Borough purchase three additional tiles at a cost not to exceed \$105. Mr. Boyer seconded the motion. Council approved unanimously.

Finance

Mr. Sees stated that the committee would meet this month to begin the 2016 budget.

Personnel

Mrs. Rees stated that she has some things to discuss in Executive Session pertaining to Personnel.

Public Safety – no report

Rules – no report

Streets

Mr. Boyer thanked Mr. Probst for his quick response to cover the street sign that was painted with a swastika the night that it was discovered. The street department painted over it the next day. The sign was located at the intersection of Water Street and Sheetz Avenue.

Chris Neidig, from PennDOT, asked if the Borough would like to take over the residual property at the corner of King and Water Streets after the house is demolished and the project is completed. The environmental review will be completed by PennDOT. They plan to install an underground stormwater retention system that won't be visible from the street or sidewalk. The system will be required to be cleaned out every five years and the Borough will be responsible to replace it after its useful life which would be between fifty and one hundred years. Additional details are to be worked out later. A request was made that Mr. Neidig provide a map that shows the size of the residual lot. The topic was tabled until more information is provided.

The second question that Mr. Neidig posed was whether the council would permit night work during the project. The council could determine whether night work could be done throughout the entire project, or just specific portions of the project. However, if there would be complaints after construction, the council could not rescind approval. Mr. Boyer stated that he would be in favor of permitting night work since it would speed up the project. Mr. Boyer moved to permit the night work. A question arose about the work for the sewer lines. Mr. Tira questioned when the bid for the project would be let. Mr. Book

stated that the schedule is for December. Mr. Tira advised that council should look at the scope of the project and decide if night work should be permitted along the entire project or just certain sections. Mr. Boyer withdrew his motion.

Old Business

1. Resolution C-2016, Police Retirement Contribution, was tabled.
2. Mr. Ruane made a motion to adopt Ordinance 2016-2. This ordinance revises the Borough's Flood Plain Management Ordinance as required by FEMA. Mr. Boyer seconded the motion. Council approved unanimously.
3. Mr. Boyer moved to adopt Ordinance 2016-3. This ordinance designates the School Zone at the Shikellamy Middle School. Dr. Cianflone seconded the motion. Council approved unanimously.

New Business

1. Mrs. Rees moved to approve payment of the bills. Dr. Cianflone seconded the motion. Discussion ensued. Council approved unanimously. Bills to be paid from the General Fund total \$73,382.63; Park and Recreation bills total \$173.39; Liberty Splashland bills total \$5,078.25; and Sewer Department bills total \$20,642.07.
2. Mr. Ruane opened the bids for the baler for the recycling group. A grant was awarded by DEP that will cover 90% of the cost. The recycling group has the funds to pay for the remaining 10%. The first bid in the amount of \$36,708.25 was from Harmony Enterprises Corporation. The second bid from B.E. Equipment was for \$41,108.00. Mr. Tira reviewed the bids and stated that the bids were based on the same piece of equipment. Mr. Boyer made a motion to accept the bid of \$36,708.25 from Harmony Enterprises Corporation contingent upon the approval of the recycling group. Dr. Cianflone seconded the motion. Council approved unanimously.
3. Dr. Cianflone made a motion to approve the Fall Fudge Run, a 5K Race throughout the Borough, set for October 1, 2016. Mr. Sees seconded the motion. Council approved unanimously.
4. Mr. Boyer moved to approve the request to hold the Halloween Parade on October 26, 2016 and to approve the \$500 donation for the parade. Mr. Sees seconded the motion. Council approved unanimously.
5. Mr. Boyer moved to designate October 31, 2016 from 6:00 p.m. to 9:00 p.m. as Trick-or-Treat night. Dr. Cianflone seconded the motion. Council approved unanimously. It was noted that the Fire Department conducts an open house for children that night.

Executive Session

Mr. Ruane adjourned the council meeting at 7:48 p.m. for an Executive Session to discuss personnel, labor, and litigation. The council meeting was reconvened at 8:09 p.m.

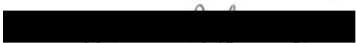

Mrs. Rees made a motion, as recommended by the Personnel Committee, to hire Angela Klinger as the pool manager for the 2017 season at a rate of \$14 per hour and that the Borough pay for all her educational training and courses that are pertinent for her position and that she receive an automatic \$.25 raise every year that she is hired back. Dr. Cianflone seconded the motion. Mr. Sees asked how many hours she would work. Mrs. Rees stated that it would be for 40 hours per week. Mr. Sees asked whether she would be paid overtime if she works more than 40 hours per week. Mr. Tira stated that she would not meet the threshold of a salaried employee which is going up December 1st. Dr. Cianflone stated that she would not go over 40 hours per week because there will be two assistant managers. Mr. Tira stated that there may be an exception for seasonal employees and that he would have to check. He advised that council hire her at the rate they have and he would verify whether an overtime rate would apply. Council approved by a vote of 4-1 with Mr. Sees voting no, his reason being that he is waiting for the verification on the exemption.

Mrs. Rees made a motion, as the Personnel Committee recommended, to advertise for two assistant manager positions for the 2017 season at a rate of \$12.50 per hour with two deadlines for applications. The first is September 23, 2015 and the second is December 31, 2015. The motion includes annual raises of \$.25. Dr. Cianflone seconded the motion. Discussion ensued. Council approved by a vote of 4-1 with Mr. Sees voting no.

Mrs. Rees made a motion to advertise for lifeguards for the 2017 season at an hourly rate of \$9.25 with automatic raises of \$.25 annually. Dr. Cianflone seconded the motion. Council approved by a vote of 4-1 with Mr. Sees voting no.

Mr. Ruane adjourned the council meeting at 8:22 p.m.

Respectfully submitted,



Janice R. Bowman
Borough Secretary

Borough of Northumberland

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Northumberland Borough Council Meeting
September 20, 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 James Troup, Paul Boyer, Ralph Cianflone, Ellie Rees, and Paul Ruane. Others present were Mayor Zboray and Janice Bowman, Borough Secretary. Council members Ty Sees and Harry Wynn were absent.

Public Comment

No public comment was offered.

Northumberland Sewer Department

Mr. Ruane noted that job conference number thirty-three was held today. The construction company is on track with what they had said they would do at the last job conference. The plant may be operational in a few weeks, but a bypass will be required since one part has not been received.

Mayor's Report

- Mayor Zboray thanked the American Legion Post 44 for presenting the 9-11 ceremony. He said that it was a very solemn service and well attended.
- The new police vehicle has arrived. The vehicle will be put in service once the decals, lights and other special equipment are installed. Mayor Zboray thanked the council for approving the purchase.
- The Dodge Durango has been listed on Municibid with the deadline set for October 4th.

Bid Opening

Mr. Ruane opened the bids for the Liberty Hollow Run Trail. They are:

Wright's Excavating & Contracting, LLC	\$166,792.00
Glen O. Hawbaker, Inc.	\$230,533.00
Mid-State Paving, LLC	\$187,807.75
Dave Gutelius Excavating, Inc.	\$228,000.00

Mr. Ruane tabled the bids because they are higher than anticipated and higher than the amount received from the grant sources. The engineer will be contacted to learn if the scope of the work may be revised.

Committee Reports

Community Development

Gym Project

Dr. Cianflone stated that since the bids came in higher than the available funds, the committee discussed putting the electrical work out for bid and installing a ramp so the current restrooms may be used until addition funding is arranged to construct bathrooms. As more funding is secured, more renovations will be done.

Mrs. Rees moved to advertise the electrical work for the gymnasium. Mr. Boyer seconded the motion. Council approved unanimously.

Pool Pump

Prices were obtained from OPSCO Service Inc. for a new pump and repair to the current pool pump and motor. The company representative said that the rebuilt pump would have a ninety-day warranty which could begin next summer when the pool opens. He noted that the pump would have new bearings, seals, and new brass bonds on the end of the impeller.

Mr. Boyer moved to approve the contract with OPSCO Service Inc. at a cost of \$1,531 to rebuild the pump with the ninety-day warranty beginning next summer. Mrs. Rees seconded the motion. Council approved unanimously.

Mrs. Rees informed council that at the last meeting, the council had voted to purchase three extra tiles for the Overdrive equipment on the playground. She has since learned that the company will provide the three extra tiles at no charge.

Finance

Budget meeting for 2017 is scheduled for next Tuesday at 6:30.

Personnel

Mrs. Rees stated that she has personnel issues to discuss in the Executive Session.

Public Safety – no report

Rules – no report

Streets

Mr. Boyer stated that the price quoted by C.H. Reed to repair the paint sprayer is \$987.99. He moved to approve the repairs. Mrs. Rees seconded the motion. Council approved unanimously.

Mr. Boyer has been monitoring the Dog Park. He said that it looks very nice and as long as it is kept clean, the Borough will keep it open.

The paving work should be completed by next Monday.

Old Business

1. Resolution C-2016, Police Retirement Contribution, was tabled.

New Business

1. Upon motion by Mr. Boyer, seconded by Dr. Cianflone, council voted unanimously to approve payment of the bills. Bills to be paid from the General Fund total \$16,210.59; Donation Account bills total \$50.00; Liberty Splashland bills total \$67.80; and Sewer Department bills total \$48,025.00.
2. Resolution H-2016
Mr. Troup moved to approve Resolution H-2016. Dr. Cianflone seconded the motion. Council approved unanimously. The resolution is as follows:

"Resolution H-2016

CERTIFICATE OF CORPORATE RESOLUTION

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION, PARCEL NO. 10- S.R.147- SEC.110

It is hereby resolved that Northumberland Borough has authorized Paul Ruane, Northumberland Borough Council President to act on behalf of the Company in the matter of the Pennsylvania Department of Transportation acquisition of Temporary Construction Easement as well as Drainage Easement within Parcel No. 10, State Route 011 and Section 110 in Northumberland Borough, Northumberland, Pennsylvania.

Further Resolved that Paul Ruane, Northumberland Borough Council President is authorized and directed to do and perform any and all further acts or things to make, execute, acknowledge, and deliver all papers or documents necessary on behalf of the Company. He will carry out the intent of the foregoing resolution, including but not limited to; engaging professional services and arranging for the payment of same, and executing documents of conveyance and granting of rights relative to the aforesaid Parcel No. 10.

Adopted as a Resolution this 20th day of September, 2016.

Attest: _____
Janice R. Bowman, Borough Secretary
(SEAL)

By: _____
Paul J. Ruane, Council President"

3. Resolution I-2016

Mr. Boyer moved to approve Resolution I-2016. Dr. Cianflone seconded the motion. Council approved unanimously. The resolution is as follows:

"Resolution No. I-2016

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 Twenty-nine thousand nine hundred ninety-seven dollars (\$29,997) at a fixed interest rate of 2.25% 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 Secretary 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 20th day of September, 2016.

ATTEST:
By: _____
Janice Bowman, Borough Secretary

[BOROUGH SEAL]

BOROUGH OF NORTHUMBERLAND
By: _____
Paul Ruane, Council President

APPROVED this 20th day of September, 2016.
By: _____
Len Zboray, Mayor

4. Mayor Zboray stated that he has requested police presence at Borough Council meetings whenever possible.
5. The Borough Secretary noted that she has provided council with the Borough's Minimum Municipal Obligations (MMO) for 2017. This is a calculation of each municipal pension plan informing the council of the plan's expected financial obligation for the coming year. This memo, provided under the guidance of the Pennsylvania Municipal Retirement System, the plan's administrator, is intended to satisfy the legal requirements of Act 205. The actual cost to the Borough may be less if state aid is received in 2017.
6. Council discussed a proposal from PennDOT to accept the residual lot at the intersection of King and Water Streets after the house on the property is demolished. The topic was tabled.

Executive Session

Mr. Ruane stated that the council would conduct an Executive Session to discuss personnel issues. The meeting may be reconvened. Council went into Executive Session at 7:15 p.m.

The council meeting was reconvened at 7:35 p.m.

- Dr. Cianflone made a motion to approve Officer Matthew Lauver's request to be permitted to transfer some of his accumulated sick time to a fellow officer, providing the Borough Solicitor determines that this may be done through the contract and Officer Lauver submits his intentions in writing. Mrs. Rees seconded the motion. Council approved unanimously.
- Mrs. Rees made a motion to advertise for a Concessions Manager for Liberty Splashland with a deadline for applications set at October 7, 2016. Mr. Boyer seconded the motion. Discussion ensued. Council approved by a 4-1 vote with Mr. Troup voting no.
- Mrs. Rees made a motion to raise Ann August's pay by \$1.04 per hour so it is the same rate as the Sewer Department clerk's, beginning tomorrow. Dr. Cianflone seconded the motion. Mr. Ruane stated that he has a question about the money. He noted that they ordered too much salt and that is over \$2,000 more.



Mrs. Rees said that she understands that council must work within the budget. Mr. Ruane questioned if the motion could be put off until after the finance meeting. He noted that the

Teamsters are requesting a 3% increase and the non-union employees would receive the same percentage. Dr. Cianflone stated that he didn't know that the non-union employees receive the same percentage as the union employees. Mrs. Rees asked the Borough Secretary if the non-union employees have always received the same percentage as the union employees. The response was that in the past the non-union employees have not always received the same as the union employees; that it depended upon the council. Mr. Ruane asked if the vote could be put off until the next council meeting. Mrs. Rees requested that her motion stand. Roll call vote was 3-2 with Mr. Ruane and Mr. Troup voting no. Motion carried.

The bid for the trail was discussed. It was suggested that the contractors be questioned about why the bids were as high as they were and if the scope could be changed to lower the bids. If changes are made in the scope, the project would have to be rebid. The deadline for the work to be completed per the grant is in 2017.

Mr. Ruane adjourned the meeting at 7:56 p.m.

Respectfully submitted,



Janice R. Bowman
Borough Secretary