

Borough of Northumberland
175 Orange Street, Northumberland, PA 17857
Northumberland Borough Council Meeting
August 4, 2015

President James Troup called the meeting to order. The Pledge of Allegiance was recited and Mayor Len Zboray offered an Invocation.

Roll Call

Council members present were Adam Klock, Ellie Rees, Ty Sees, James Troup, and Harry Wynn. Others present were Mayor Zboray; Ryan Tira, Borough Solicitor; C.L. Kriner, Police Chief; Budd Reader, Sewer Department Assistant Superintendent; Ted McCollum, Street Supervisor/Code Enforcement Officer; and Janice Bowman, Borough Secretary. Council members Stephen Reed and Paul Ruane were absent.

Public Comment

Mr. Jim Groninger stated that he is interested in erecting a digital billboard at his business on Duke Street. He said that he has spoken with Ted McCollum and there is no ordinance that would prohibit it. Mr. McCollum stated that the only stipulation is that it may not be flashing. Mr. Groninger stated that the billboard would be interactive for the community and would include community events as well as insurance advertising. He has talked to PennDOT and they have said that it is not a problem. He asked if the council would be okay with the billboard. The billboard would be in the right-of way, as are many of the signs on Duke Street. Mr. Groninger does not yet have a definitive size. It would be located about two feet from the building and would not obstruct the view at the intersection. Mr. Tira stated that since PennDOT has approved, there would not be any approval needed from the council. Mr. Groninger stated that the downtown is looking a bit messy with the weeds between the sidewalks and the curbing. Mr. McCollum stated that at this time there is no one with a pesticide license. Discussion ensued. Mr. Tira stated that the property owner may spray the weeds or the Borough could hire a contractor to do it. Mayor Zboray noted that vinegar works to kill weeds. Mr. Klock questioned who is responsible for removing the weeds along the walkways at the underpass. Mr. Sees requested that Ted keep Mr. Groninger informed about what is being done downtown. Both the railroad and PennDOT claim it is not their responsibilities. Mayor Zboray stated that PennDOT had said that in order to remove one of the walkways, they would have to obtain the railroad's permission. He added that they said that Norfolk Southern has given permission.

Kathy Wagner, Keystone Insurers Group, Inc.

Ms. Wagner provided letters to the council regarding the Borough's health insurance broker. She has requested that the council appoint her as the broker. She had attended a prior meeting to introduce herself to the council. She stated that as a licensed broker, she would have to have a signed letter from the council naming her the Borough's broker on record. Mr. Troup replied that the council would take the issue into Executive Session and vote on it.

Northumberland Sewer Department Report

- Mr. Klock reported that the revision of the rate study is ongoing.
- Public comment was received at the committee meeting from two individuals. A representative from the Masonic Lodge stated that they had a leak and is requesting that the bill be adjusted accordingly. The sewer department is checking into the amount of the water company's forgiveness on the bill.
- The home at 400 Lincoln Street, owned by the Christ United Methodist Church, was never billed for sewer. The office clerk is looking into it to see how far back other properties have been billed for past years.
- Budget talks will include the cost associated with a 2016 project to remove the force main at the Resilite Pump Station from the shared force main that it is currently in with Point Township. A new force main, strictly for the Borough, will be installed.
- Sewer budget meeting dates are scheduled for 5:00 p.m. on August 24th, September 8th, September 21st, October 5th, and October 19th. Mr. Klock moved to advertise the sewer department budget meetings. Mrs. Rees seconded the motion. Council approved unanimously.
- Mr. Steve Siegfried provided the council with several applications for payment from contractors on the sewer plant project. He is recommending payment for all of them.
- Mr. Klock moved to approve application for payment number two from Fulkroad and Sons in the amount of \$168,416.01. Mr. Troup seconded the motion. Council approved unanimously.
- Mr. Klock moved to approve application for payment number one from AM-Liner in the amount of \$85,495.50. Mr. Wynn seconded the motion. Council approved unanimously.
- Mr. Klock moved to approve application for payment number three from MYCO in the amount of \$2,092.27. Mr. Sees seconded the motion. Council approved unanimously.
- Mr. Klock provided two quotations for a chlorine meter. One is from HACH for \$3,958.57 and the other from USA Bluebook for \$4,916.87. He noted that HACH is the preferred vendor by the superintendent. Mr. Klock made a motion to approve the purchase of the chlorine meter from HACH at a cost of \$3,958.57. Mrs. Rees seconded the motion. Council approved unanimously.
- Mr. Klock provided two quotations for a sampler. HACH's proposal was for \$3,727.60 and USA Bluebook's proposal was for \$3,842.33. Mr. Klock made a motion to approve the purchase of the sampler from HACH at a cost of \$3,727.60. Mrs. Rees seconded the motion. Council approved unanimously.
- Mr. Klock informed the council that the flush truck is no longer needed because the department has newer equipment, a jetter trailer. He also stated that the dump truck is not needed. The cost is lower to pay a contractor to haul the sludge to the dump. Mr. Wynn asked if the dump truck has a plow. Mr. Reeder stated that it does not have a plow; it has a spreader. It is a diesel with 94,000 miles. It was purchased in 1999 and has had just one driver since it was purchased. He noted that there are no issues with the truck. Mr. Klock stated that if there is no need for either vehicle, the 1994 F800 and 1978 GMC flush truck, he would recommend that they be put on Municibid. A new tank had been purchased for the truck a few years ago. The topic was tabled until it is determined if the vehicles could be used by another department.

Mayor's Report

- Four applicants were received for the Civil Service testing. The dates for the tests will be determined. The personnel committee will be contacted after the testing is completed, to arrange for a meeting with the candidates who have passed.
- Mayor Zboray read a letter of resignation from Samantha Ortona who was offered full-time employment with the Shamokin Dam Police Department. Upon motion by Mr. Wynn, seconded by Mr. Klock, council unanimously voted to approve the motion. Mayor Zboray stated that Shamokin Dam Borough may be willing to purchase the bullet-proof vest that was purchased for Officer Ortona. Chief Kriner stated that they are willing to pay the full market value for the vest and may also be willing to purchase some of her uniform/equipment items. Mr. Tira was questioned about whether this could be done and he responded that as long as it is documented.
- Mayor Zboray stated that Kevin Romansik is being trained. He has not yet received his training number from the state. The department is working short-handed.
- Discussion arose about the number of applicants for the civil service test and the requirements to pass the tests. Mayor Zboray noted that it is hard to find good people and there had only been four applicants.

Emergency Services Board Report

Mrs. Rees reported that the Board met yesterday. There were 500 kids at Touch-a-Truck. The three containers have been delivered to the Recycling Center. They said that the crew has been clearing out the property at the Recycling Center and the Borough office staff has been helpful with grants. The containers will be placed at the rear of the property for training.

Mr. Klock asked if the PineMudder was going to be held this year. Mrs. Rees stated that she had not heard anything about it.

Street Supervisor/ Code Enforcement Officer's Report

- Mr. McCollum reported that when the water company was working on Prince Street, they noticed a storm sewer pipe that was deteriorated at Third and Prince. While the ditch was opened, Mr. McCollum got two lengths of pipe and had the company install them. Several other storm pipes were located that are not on the map.
- Mr. McCollum stated that PennDOT will be installing new storm drains on Duke Street. Mr. McCollum suggested that the Borough's storm sewer lines that run to Duke Street be televised to determine their condition. Mr. Klock stated that RedZone has completed the study of the sanitary sewer. With the RedZone mapping, the "hot spots" are shown.
- Mr. McCollum spoke with someone from UGI. Tentative completion date is the second week in September.
- Input was requested regarding the King Street pond. It has been drained and the algae has been removed from the pond. Mr. Troup suggested that the Community Development committee consider what could be done.
- The fill from the water company project on Prince Street is being taken to the Recycling Center.
- The loader needs to be repaired. The cost to transport it to the Caterpillar company in Turbotville is \$550 round trip. The hydraulic lines must be replaced. The company will provide an estimate to repair it. Mr. Sees said to wait to have the equipment transported

until he can see if he can get a low boy to haul it. Mr. Wynn stated that he may be able to get one also.

- Mr. McCollum stated that the pipe below Priestley Avenue is deteriorated and sink holes have developed. The pipe is sixty inch galvanized pipe. Council discussed the possibility of opening it up.
- Mr. McCollum reported that six building permits and twenty-one code violations were issued last month. The property on Susquehanna Road is now owned by Fanny Mae.
- Mayor Zboray requested that Mr. McCollum send a letter to the owner of the property at Strawbridge Road and Horizon Avenue to cut back the weeds.
- Mr. Troup stated that he received a letter from someone whose mother lives on the northeast corner of 7th and King Streets about the curbing at the property.
- Mr. McCollum said that while cleaning up at the Recycling Center, they discovered some slate curbs that could be used to replace deteriorated curbs around the King Street Park.

Committee Reports

Community Development - no report

Finance

- Mr. Sees stated that the committee discussed the DEP grant in length. He said that Ann (August) explained that there is a retainage of funds until the final submission. He added that he would speak with Jim Gilfert.
- The committee discussed the proposal from Kathy Wagner to become the Borough's broker for health insurance. He said that she would be accessible because she is local. She also has access to various vendors for health insurance.
- The water bill at the pool was discussed. Pictures of the piping at the spray ground were viewed and there is a schematic of the area. He noted that it looks like a repair was made in the past.
- The committee discussed drilling a well, instead of using city water. Mr. McCollum stated that he had hooked up the sump pump and had the pool two thirds full. Mr. McCollum said that Travis had been told that the water was too acidic but he feels that the additional cost of chlorine would cost less than drilling a well. Mr. Klock stated that Bryan Luden's opinion was that the cost to treat the water would be more expensive than installing a well.
- Mayor Zboray stated that there are products that fill in the cracks in the line.

Personnel

Mr. Troup stated that an Executive Session would be held regarding personnel.

Public Safety - no report

Rules - no report

- Mr. McCollum stated that he would like the Rules Committee to consider the reviewing the ordinance pertaining to street cuts.
- Mr. Klock stated that the committee should also review the rental ordinance. Mrs. Rees stated that she would be out of state on August 10th, the date of the next Rules Committee meeting. Mr. Ruane will also be away then.

Streets - no report

Old Business

1. Mr. Wynn asked what was decided about Todd (Wenrich) working the fifth day of his last week. Mr. Troup stated that it would be discussed in Executive Session.

New Business

1. Mrs. Rees moved to approve payment of the bills. Mr. Wynn seconded the motion. The motion includes the bills for the sewer department. Council approved unanimously. Bills to be paid from the General Fund total \$10,391.46, Liberty Splashland bills total \$9,882.98, and Sewer Department bills total \$158,779.49.
2. Upon motion by Mr. Wynn, seconded by Mrs. Rees, council voted unanimously to approve the transfer of \$9,473.75 from the Liberty Splashland account to the General Fund for the second quarter payroll.
3. Upon motion by Mrs. Rees, seconded by Mr. Wynn, council voted unanimously to approve transfer of \$1,278.18 from the General Fund to the Liberty Splashland account. This is the amount of the first PHEAA payment for the employees at Liberty Splashland.
4. Mr. Wynn moved to transfer \$7,000 from the Norry Playground fund to the Parks and Recreation Fund as reimbursement for the loan to purchase the playground turf. Mr. Klock seconded the motion. Mr. Sees noted that the Norry Playground fund had a balance of \$6,950.27. The Borough Secretary noted that the Savidge Trust is contributing \$500 for the playground and the transfer would be made after the \$500 is received. Mr. Wynn amended his motion to transfer the amount that is available now with a hold on the \$500. Mr. Klock amended his second. Council approve unanimously.
5. Jeff Johnstonbaugh of the Priestley-Forsyth Memorial Library requested that council waive the fee for Savidge Room on September 16th for a meeting of the Early Childhood Coalition. Mr. Klock so moved. Mrs. Rees seconded the motion. Mr. Sees asked if council is okay with doing this, since the Borough has a rental lease for the room. Mr. Tira stated that the fee has been waived in the past for non-profits. Council approved unanimously.
6. Mayor Zboray questioned if the Borough received a letter regarding the \$500. The Borough Secretary replied that she had been told that the Borough would be getting the funding but she wasn't certain that a letter was received.

Executive Session

Mr. Troup announced that the meeting would be adjourned for an Executive Session to discuss personnel issues. The meeting was adjourned at 8:44 p.m. and not reconvened.

Respectfully submitted,

Janice R. Bowman
Borough Secretary

Borough of Northumberland
175 Orange Street, Northumberland, PA 17857
Northumberland Borough Council Meeting
August 18, 2015

The meeting was called to order at 7:20 p.m. by Borough Council Vice President Adam Klock. The Pledge of Allegiance was recited and Council member Ellie Rees offered an Invocation.

Roll Call

Council members present were Adam Klock, Ellie Rees, Paul Ruane, and Ty Sees. Others present were Jeremy Deitrick, Sewer Department Superintendent, and Janice Bowman, Borough Secretary. Council members Stephen Reed, James Troup and Harry Wynn and Mayor Len Zboray were absent.

Public Comment

Mr. Dick Simpson informed the council that the PHEAA worker at Pineknoller Park was told by the street supervisor that he would have a ladder delivered to Pineknoller Park last week and it hadn't been done until another street employee was contacted today who delivered it. Tomorrow is the PHEAA worker's last day to work and he will be painting the storage building. Mr. Simpson was also told by the Street Supervisor that the cracker dust that was delivered last week would be spread so the area may be leveled for the batting cages. It has not yet been done. He is also waiting for the pitcher's mound and home plate to be redone. Mr. Klock stated that he would speak with the street supervisor.

Terry Walker, 556 Hanover Street, explained to the council that his driveway comes out onto the alley behind the bakery. He said that with the cars parked on the alley, it is difficult for them to get out of their driveway. He would like the curbing across from his driveway painted yellow. He stated that his neighbor had called about the same problem at his driveway and the street supervisor was there the next day to paint the curb. Mr. Sees noted that there is an access there and stated that the curb should be painted on both sides of the access. Mr. Walker said that he had asked the street supervisor about it last month and he said that he would bring the request to council. But he apparently had not done so. Mr. Ruane was asked to check on it and speak to the street supervisor.

Northumberland Sewer Department Report

Mr. Klock stated that the Personnel Committee met and interviewed four applicants for the operator position at the Sewer Department. The committee recommends that two full-time employees be hired instead of one full-time and one part-time.

Mr. Klock moved to extend the offer of full-time employment to Larry Wolbert and Josh Kurtz at the rate of \$14.85 per hour, with a 120 day probationary period. In the first year, they must

show progress in obtaining their BE1 wastewater operator's license. Employees must live within a fifteen mile radius. Mr. Kurtz lives outside this radius. Mr. Klock amended his motion to allow Mr. Kurtz a two month grace period to change his residency. Mrs. Rees seconded the motion. Mr. Klock noted that a CDL is not required because they are no longer taking the dump truck to the landfill. Council voted unanimously to approve.

Mr. Klock made a motion to accept the Costar price of \$31,997 for a 2016 F250 truck with plow package from Sunbury Motors. This truck replaces the 1996 Dodge and is in the budget. The anticipated delivery time is ten to twelve weeks. Mr. Ruane seconded the motion. Council voted unanimously to approve. Mr. Klock asked if the Borough would have use of the truck. Mr. Ruane responded that he would talk to Ted tomorrow. If the Street Department cannot use it, it could be put on Municibid or advertised locally.

Mr. Deitrick stated that the data obtained from RedZone was reviewed with the sewer committee. The mapping makes it easier to identify the lines. Mr. Deitrick noted that the system is in better shape than expected. The mapping can be overlaid with the county maps of the Borough properties.

Mr. Deitrick said that the construction project is progressing.

Emergency Services Board

Mrs. Rees stated that the Board has asked to meet with Chief Kriner about the repairs projected on Route 147 in 2016. Chief Kriner has said that he would be happy to meet with them.

Street Supervisor/ Code Enforcement Officer's Report - No report

Committee Reports

Community Development

- The Borough Secretary stated that she and Mr. Reed were present for the committee meeting. Mr. Reed is going to contact Troy Smith to check on the status of the plans for the gymnasium.
- A quote of \$2,750 to install drywall at the Girl Scout House was received from Steven Johnson Drywall. The cost includes \$992 for materials and \$1,758 for the labor. The recommendation is that council approves these quotes. The drywall will be installed in the large room, the kitchen and the bathroom. Mr. Ruane moved to approve the quote from Steven Johnson for \$2,750. Mrs. Rees seconded the motion. There is money in the Donations Account to pay for it. Council approved unanimously.
- Mr. Dick Simpson informed the council that the class of 1965 from the Northumberland High School has donated \$300 to the Borough toward the gymnasium renovation. He also thanked the council for allowing the class to meet in the building to view the displays. Council thanked Mr. Simpson for the donation.

Finance

Mr. Sees announced that a letter was sent out for the upcoming 2016 budget meetings. The first one will be held on September 22 to discuss expenses. The meeting on October 27 will be to discuss the income side of the budget. The budget will be finalized at the November 24th meeting and voted on at the two council meetings in December. Mr. Sees stated that the committee would not meet in August.

Personnel - no report

Public Safety - no report

Rules - no report

Streets

Mr. Ruane stated that he would check on the paving schedule. UGI has to complete their work to replace the gas lines at the park before the streets can be paved.

Old Business

1. Stahl Sheaffer Engineering, LLC

The Borough Secretary requested that council approve the contract with Stahl Sheaffer Engineering, LLC for the walking trail at Liberty Hollow. The funds for the trail have been obtained through a \$94,000 grant from the Commonwealth Finance Authority (CFA). The match is coming from the S. Luther Savidge Trust (\$16,588). No Borough money is required. Stahl Sheaffer's total cost for the contract is \$27,000; however, they are donating \$5,000 and reducing the contract amount to \$22,000. The schedule is to have the survey completed in two weeks; the as-built plans completed in about four weeks, with plans to have the bid advertised before spring. Mrs. Rees moved to approve the contract with Stahl Sheaffer Engineering, LLC for \$22,000. Mr. Ruane seconded it. Council approved unanimously.

Council Meeting Minutes

Upon motion by Mr. Sees, seconded by Mrs. Rees, council voted unanimously to approve the council meeting minutes of May 5, 2015.

New Business

1. Upon motion by Mr. Klock, seconded by Mrs. Rees, council voted unanimously to approve payment of the bills. Bills to be paid from the General Fund total \$68,558.12; 2nd Street Community & Municipal Center bills total \$175.99; bills to be paid from the Donations Account total \$183.72; Liberty Splashland bills total \$2,175.53; Parks and Recreation Fund bills total \$1,338.91; and Sewer Department bills total \$35,992.27.
2. Pennsylvania Municipal Health Insurance Cooperative has submitted a bill of \$9,905.12 for the run-out claims for the first quarter of 2015. The Borough Secretary stated that she spoke with representatives of the PMHIC and was provided with a breakdown of the bills for the various departments. The Borough's share is \$8,633.39; The Sewer Department's share is \$522.54; and the Housing Corporation's share is \$749.19. It was also learned that there is a credit for first two months of the second quarter. The information for June has not yet been received. Mr. Sees suggested that the Sewer Department and Housing Corporation be sent letters explaining what their share of the costs would be thus far. However, a final invoice would not be sent to them until the final numbers are determined. Mrs. Rees noted that the bill was included on the list of bills already approved by council therefore no action was required.

3. Mr. Klock made a motion to transfer \$17,170.64 from Liberty Splashland account to General Fund for the July payroll. Mrs. Rees seconded the motion. Council approved unanimously.
4. The Borough Secretary announced that Senator Pat Toomey would be holding an Open House in the Savidge Room of the 2nd Street Municipal Center on Monday, August 24th from 1:45 until 3:00 p.m. Discussion ensued.
5. Mr. Klock noted that paving is scheduled for tomorrow at King and Water Streets.

Mr. Ruane moved to adjourn. Mr. Klock adjourned the meeting at 8:10 p.m.

Respectfully submitted,

Janice R. Bowman
Borough Secretary