

**Borough of Northumberland**  
**175 Orange Street, Northumberland, PA 17857**  
**Northumberland Borough Council Meeting**  
**November 2, 2015**

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

**Roll Call**

Council members present were Paul Boyer, Ellie Rees, Paul Ruane, James Troup, and Harry Wynn. Others present were Mayor Zboray; C.L. Kriner, Police Chief; Jeremy Deitrick, Sewer Department Superintendent; Ted McCollum, Street Supervisor; and Janice Bowman, Borough Secretary.

**Oath of Office**

Mayor Zboray administered the Oath of Office to Barbara Kistner.

**Public Comment**

The six visitors present introduced themselves.

Ms. Linda Brown, a resident of the Borough, commented on the maintenance of the streets in the Borough. She stated that when she moved here a few years ago, the Borough had nice tree-lined streets. She feels that the Borough is discouraging people from having trees. She stated that she has had to call the Borough Office to learn when the street department would be picking up leaves. Every year, she is told that leaf pickup begins when eighty percent of the leaves fall. This year it was published in the newsletter that leaf pickup would begin today. She and her neighbors put out their leaves and they were not picked up. She tries to shield her leaves so they do not blow onto other people's property. She also noted that the street department does not maintain the storm drains so she has cleaned them off. She said that the leaves are slippery and she's seen cars slide into the intersection.

Mr. McCollum stated that the machine was hooked up and ready to go but discovered that it needs an electronic valve and is not operational. The part was ordered last week and will be in tomorrow. Ms. Brown responded that the he should have made sure the machine was ready to go before he advertised the dates for leaf pickup. She said that she tries to put her leaves out so they get picked up by the Borough and do not blow onto her neighbors'.

Ms. Brown said that before school was out, the gas company began tearing up Sixth Street. She noted that the street has not been repaired and asked why the gas company is allowed to leave a street like that for six months. Mr. Troup stated that the gas company is a public utility and the Borough cannot prevent them from working. Discussion continued about the leaf schedule and cleaning storm drains. Mr. Troup stated that it is difficult with a three-man crew and that the council would work to see that the leaves are picked up.

Mr. McCollum said stated that there is a crew for the gas company is working on Hanover Street and they will be coming down Seventh Street and King Street, making repairs.

### **Council Meeting Minutes**

Upon motion by Mr. Ruane, seconded by Mr. Wynn, council voted 5-0-1 to approve the council meeting minutes of July 7, 2015. Ms. Kistner abstained.

### **Liberty Hollow Culvert Replacement**

Mr. Brian Book, Hazen & Sawyer, explained that a change order for the project may be approved along with awarding the project to the low bidder, Mid-State Paving & Excavating.

Mr. Book explained that the apparent low bid for the Liberty Hollow Stormwater Replacement project was from Mid-State Paving & Excavating. Because the bid was too high, changes have been made to reduce the bid to \$120,234. This was accomplished by deleting items 10 - asphalt base course (\$8,050), 11 - asphalt wearing course (\$4,900), 13 - traffic control (\$700), 14 - Partial Deletion less 65cyd (\$44,525), and 18 - Anti-Flotation collars (\$40,150). A new bid item, 14a, was created for a grade control structure built out of gabions at a cost of \$6,750 and an increase to the bid item 21 for additional GeoTextile at an additional cost of \$8,000. Mr. Book explained that the solicitor was consulted about awarding the bid with these change orders in effect and noted that Mid-State Paving & Excavating remains the low bidder. An emergency permit will be supplied by DEP so the work can be completed by the end of the year as stipulated by the agreement with FEMA.

Mr. Troup moved to award the bid with the change orders for the Liberty Hollow stormwater replacement project to Mid-State Paving & Excavating. Mr. Boyer seconded the motion. Council approved unanimously.

### **Northumberland Sewer Department Report**

Mr. Book introduced two engineers from Hazen & Sawyer, Mark Strahota, a licensed engineer in the State College Office, and Mark Bottin, manager of the Philadelphia office. Mr. Book explained that Steve Siegfried's last day with the company was last Friday and his last day will be November 13th. He and Steve Siegfried are both moving on with another firm in State College. He said that this is not a reflection on the Borough's project and that he would check on it from time to time. Mark Strahota and Mark Bottin will be taking over. The inspector for the project is staying on. Mr. Troup welcomed the new engineers and extended thanks to Mr. Book and Mr. Siegfried for their work on the project.

Mr. Book said that the solicitor had sent out an email for Jeremy Deitrick, Adam Klock, Ed Margel, and Brian Book to be deposed in regards to the Point Township vs. Northumberland Borough matter. The depositions will be scheduled between now and the second week of December. Mr. Book stated that he would make himself available.

A letter was submitted at the first October meeting that listed additional tasks that have been expended by the engineering firm on the wastewater upgrade project in order to manage the General Construction Contractor. Mr. Book explained that the additional cost to date for the design services during construction is \$111,950. Additional ongoing costs for the design services during construction are \$8,220 per month. The additional costs to date for the resident

project representation is \$64,900. He has spoken to the Borough's solicitor who responded that the Borough could make a claim against Fulkroad, the General Construction Contractor, and may be able to recover these costs. However, the outcome is not guaranteed. Discussion ensued.

Mr. Ruane moved to pay Hazen & Sawyer a total of \$176,850 for additional cost to date for design services during construction and resident project representation. Mr. Wynn seconded the motion. Council approved unanimously.

Mr. Book noted that there are work change directives issued for Fulkroad, Myco and Lecce. The first, for Fulkroad, is for an additional \$1,500. The second is for Myco at a negative \$11,000. The third is for Lecce for decrease in contract price of \$3,000 and the fourth is to Lecce for an increase of \$5,000. The total changes orders total a decrease in cost of \$10,500. When the Borough receives the actual change orders, more details will be provided. No action is necessary at this time.

Myco Mechanical has submitted application for payment number four in the amount of \$16,619.07. Mr. Troup moved to approve the payment. Mr. Boyer seconded the motion. Council approved unanimously.

Mr. Book noted that there is paperwork that will be required for Jeremy (Deitrick), Ed (Margel), Mark (Bottin) and Mark (Strahota) to sign in order to continue to execute the documents that Steve Siegfried and Brian Book have been signing.

Payment has not yet been requested by the contractor for the I&I rehab project. The work has been completed and was well done.

Mrs. Rees thanked Mr. Book for the work that he and Steve Siegfried have done for the Borough.

### **Mayor's Report**

- Mayor Zboray announced that the Veterans' Day Service will be on November 8th at 1:00 p.m. at the Riverview Cemetery.
- The meters were done last week. Gabe DeMarco is calibrating them which must be done every two years. A few will be replaced.
- Wreaths for Warriors is set for December 6th at 2:30 at the Riverview Cemetery. Volunteers include the Boy Scouts
- The Bloodmobile will be on November 10th from 1:00 to 6:00 at the American Legion Post 44.
- Patrol Officer Kelly Roth is working on her PhD. She has requested permission to have college students conduct a survey in the Borough. Mr. Boyer moved to approve permission for Officer Roth's students to conduct the survey. Mrs. Rees seconded the motion. Council approved unanimously. Information regarding the questionnaire will be posted on the Borough website. The students will also be given solicitation cards to show the residents.

- Mayor Zboray stated that Brendan Kelly has requested permission to work as an unpaid student intern with the police department next spring. Mr. Troup so moved. Mrs. Rees seconded the motion. Council approved unanimously.
- Kevin Romansik was hired by the Riverside Police Department so the Borough will be losing him as a part-time officer. Mayor Zboray stated that the Borough now has no one on the Civil Service list. He requested that council approve advertising for candidates to take the Civil Service test. Mr. Wynn so moved. Mr. Boyer seconded the motion. Mr. Troup questioned if there is any way to speed up the process; if it would be possible to conduct all the tests in one day. Chief Kriner said that he would coordinate the tests with the Civil Service Commission. It was noted that it is their responsibility to conduct the tests.

### **Emergency Services Board Report**

- Mrs. Rees reported that the board met this evening. They met with an attorney, Jill Neggy, about consolidating the fire department.
- Tomorrow the emergency support services are holding a bake sale here for Election Day.
- The Board is please with the response that they are getting from volunteers at fires. There were twenty-three responders at the fire at the Sun-Ray Cheese plant and earlier twenty volunteers had gone to the prison.
- On October 31st, they held a "Light the Night" event. They were pleased that 1,000 people attended.

### **Street Supervisor/ Code Enforcement Officer's Report**

Mr. McCollum reported on the activity of the Code Enforcement Office for the month: twenty - seven complaints; nine violations; two citations; four inspections; eight street cuts; and four building permits.

Mr. McCollum has provided a letter that he would like to send to UGI for council's review. Mr. Troup stated that the letter is fine as is.

Mr. McCollum requested that council approve the purchase of a new truck, plow and spreader. He stated that he has the money in the 2015 budget to cover the first of three loan payments of \$18,751. Mr. Wynn made a motion to purchase the truck; Mr. Ruane seconded the motion. Mr. McCollum stated that the truck has a three year bumper to bumper warranty. Mrs. Rees questioned if Ty knows about the payment for next year's budget. Mr. McCollum replied that the information was provided. Mr. McCollum stated that he would like to keep the 2004 truck as a spare, in case one of the other trucks becomes inoperable. Council voted unanimously to approve. Mr. Ruane noted that money could be spent from the Liquid Fuels fund toward a truck payment.

### **Committee Reports**

#### **Community Development**

- Mr. Boyer reported that the committee has received email quotes for playground equipment. The price for a merry-go-round is \$11,388.27 and for the spinami, the price is \$12,280. He said that if \$5,000 funding is received from BIMBO and the Borough could provide some additional funds, one of the two items could be purchased next year.

Discussion ensued. Mr. Troup noted that playground equipment has been purchased for Pineknott Park and has not yet been installed.

- The Joseph J. Anselmo Sr. Community Trust has approved a grant of \$5,000 for Liberty Splashland to be used for operating costs.
- The Borough Secretary stated that she received a call from Troy Smith asking if the council has approved the plans for the gymnasium. Council discussed the size of the lights that are on the plans. Quotes have been obtained for the drywall for the gym. Ms. Kistner asked what experience Mr. Smith has had. She suggested that additional information be obtained from professionals regarding the lighting and sound system. She requested permission to contact an electrical engineer to review the plans. Gelnett Sound Systems has been contacted by the Borough Secretary and will be coming to make suggestions regarding a sound system and the acoustics of the gym.
- Ms. Kistner reported on the progress at the Girl Scout House.
- Mr. Ruane moved to purchase a projector at a cost of \$1,079 plus \$300 for a mount for the Savidge Room. Mr. Boyer seconded the motion. Discussion ensued. Mr. Ruane and Mr. Boyer voted yes; Mrs. Rees, Mr. Troup, Mr. Wynn and Ms. Kistner voted no. Motion failed.

#### Finance

- The committee will meet at 6:30 on Tuesday, November 24th, to finalize the 2016 budget.
- The committee recommended that council approve the following budgeted donations:
  - \$4,000 to the General Contingency Account for future police sick pay-out
  - \$5,000 to the General Contingency Account for future Fire Apparatus down payment
  - \$1,000 to the Community Development Committee
  - \$1,500 to the Priestley-Forsyth Memorial Library
  - \$1,000 to the Penn Valley Airport Authority

Council also received a request to approve the payment of \$100 toward the upgrade to the health officer's computer. Sunbury is also contributing. The upgrade will cost approximately \$200. Mr. Ruane made a motion to approve the budgeted donations and the \$100 for the computer upgrade. Mr. Wynn seconded the motion. Council approved unanimously.

- The S. Luther Savidge Trust had provided \$9,800 to purchase cameras for the police cars. The cost of the cameras was \$10,030. The payment was made with funds from the Donations Account. The Borough Secretary requested that council approve transferring the additional \$230 from the General Fund to the Donations Account. Mayor Zboray explained that right before the cameras were ordered, the company came out with a newer one which pans around a larger area. They cost \$230 more than the cameras that were originally going to be purchased. Mr. Boyer moved to transfer \$230 from the General Fund to the Donations Account; Mr. Wynn seconded the motion. Council approved unanimously.
- Mr. Troup said he understands the tablets for the police vehicles are not working correctly. Mayor Zboray said that they are being exchanged for a different style.

#### Personnel

Mr. Troup stated that an Executive Session would be held to discuss personnel issues.

Public Safety - no report

Rules - no report

#### Streets

- Mr. Ruane stated that UGI will be required to pave half of the street, per PennDOT specifications. Mr. McCollum had attended a seminar with PennDOT and learned that depending on the number of street cuts made in a block, the company could be responsible for paving the entire width of the street.
- Mr. Ruane informed council that he would like to get the paving bids out earlier next year so paving can be completed in May.
- Mrs. Rees questioned if UGI could be held responsible for any damage that may be done to the plows due to the condition of the streets. Mr. Wynn stated that they will be held responsible.

#### Old Business

1. Mr. Troup appointed Ms. Kistner to the finance, personnel and sewer committees.
2. Lynda Schlegel-Culver had sent an outreach survey to council asking for their input about how she can best outreach in the community. Discussion ensued.

#### New Business

1. Upon motion by Mr. Wynn, seconded by Mr. Boyer, council unanimously approved payment of the bills. Bills to be paid from the General Fund total \$84,412.34; Liberty Splashland bills total \$179.87; bills to be paid from the Park and Recreation Fund total \$5,969.00; bills to be paid from the Donations Account total \$451.41; 2nd Street Community Center bills total \$15.46; Liquid Fuels bills total \$73,984.62; and Northumberland Sewer Department bills total \$10,686.45.
2. Upon motion by Mr. Boyer, seconded by Mr. Troup, council unanimously approved the handicapped parking request from Dorothy Swank at 635 North Avenue. Handicapped parking

#### Executive Session

Mr. Troup announced that the council would conduct an Executive Session to discuss personnel issues. He added that the meeting would not be reconvened.

Mr. Wynn moved to adjourn. The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Janice R. Bowman  
Borough Secretary

**Borough of Northumberland**  
**175 Orange Street, Northumberland, PA 17857**  
**Northumberland Borough Council Meeting**  
**November 17, 2015**

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

**Public Comment**

Four visitors were present. No public comment was offered.

**Council Meeting Minutes**

Upon motion by Mr. Boyer, seconded by Mr. Wynn, council unanimously approved the minutes of October 6, 2015.

Upon motion by Mr. Ruane, seconded by Mrs. Rees, council unanimously approved the minutes of October 20, 2015.

**Liberty Hollow Culvert Replacement**

The contracts have been signed by the contractor and are being sent over-night to the Borough Office. DEP will be contacted for the status of the emergency permit for the project.

**Northumberland Sewer Department Report**

Multi-municipal agreement will be discussed in Executive Session due to litigation.

Mark Bottin, Hazen and Sawyer, reported that a job conference was held this morning with the contractors. Progress is being made.

The contractor has requested permission to work the weekend after Thanksgiving to excavate an area at the plant. Mr. Bottin said that this excavation should have been completed at the beginning of the project. Mr. Tira noted that they are in this predicament because of their own doing. Discussion ensued. Mr. Bottin suggested that the company be permitted to excavate up to ten foot with the work to be finished on Monday. Mrs. Rees questioned who would be overseeing the work. Mr. Tira stated that no one would be present; but with the area not being covered, there should be no concern.

Mr. Boyer moved to allow Fulkroad to excavate up to ten feet on Friday and Saturday after Thanksgiving. They must follow all safety provisions set by the engineers. Mr. Ruane seconded the motion. Council approved unanimously.

Fulkroad has submitted payment application number five of contract 14-1G. The engineers recommend payment. Mr. Wynn moved to approve payment application number five in the amount of \$329,765.11. Mr. Ruane seconded the motion. Council approved unanimously.

Work Change Directive Number four was submitted to delete the flood wall at the Queen Street Pump Station resulting in a decrease of approximately \$75,000 in the contract amount. Mr. Wynn moved to approve the Work Change Directive. Mr. Boyer seconded the motion. Council approved unanimously.

Work Change Directive Number five to relocate the sodium hypochlorite solution line was discussed. Mr. Tira recommended waiting to approve until a final cost amount is determined.

Lecce has submitted application for payment number four in the amount of \$332,068.82. The engineers recommend payment. Mr. Wynn so moved. Mr. Ruane seconded the motion. Council approved unanimously.

AM-Liner East, Inc. has submitted closeout documents for the I/I rehab project along with Application for Payment Number two in the amount of \$9,499.50. This is the final payment. The engineers recommend payment and the closeout of the contract. Mr. Wynn so moved. Mr. Ruane seconded the motion. Council approved unanimously.

Mr. Troup moved to approve the proposal from Hazen & Sawyer to complete the NPDES permit renewal at a cost of \$4,800. Mr. Wynn seconded the motion. Council approved unanimously.

Mr. Deitrick informed council that the bidding has ended for the 1978 GMC Jet truck and the 1994 Ford F800 Diesel. The high bid for the 1978 GMC was \$1,100 from John Sanguedolce of Montgomery, PA. The high bid for the 1994 Ford F800 was \$3,900 from Kevin Logue of West Chester, PA.

Mr. Wynn moved to accept the high bids of \$1,100 for the 1978 GMC truck from John Sanguedolce and \$3,900 for the 1994 Ford F800 from Kevin Logue. Mr. Boyer seconded the motion. Council approved unanimously.

### **Mayor's Report**

- Mayor Zboray requested that council designate free parking in the downtown area from November 30, 2015 to January 4, 2015. Mr. Wynn so moved. Mr. Boyer seconded the motion. Council approved unanimously.
- Advertisements have been placed in two newspapers for the civil service testing. Some applications have been picked up. The deadline for submission is December 4th.
- Inside Pennsylvania Magazine had an article about the decorations in the King Street Park and the funding that was received from the S. Luther Savidge Community Trust.
- Santa arrives on November 30th at 7:00 p.m. in the King Street Park. The Sunbury City Bank will play and 6:30 p.m. Free cookies and hot chocolate will be served. Santa will be in the house on Fridays and Saturdays from 6:00 to 7:30 p.m.



- Volunteer help is requested to put lights on the Christmas trees in the Park. Contact the Borough Office.
- “Wreaths for Warriors” is planned for 2:30 on Sunday, December 6th. Volunteers are needed.

### **Street Supervisor/ Code Enforcement Officer’s Report**

- Mr. McCollum reported that J.F. Kieley is repairing the street excavations for UGI. Brubaker's is making hot mix until November 30th. Mr. McCollum has received a call from a UGI representative concerning the letter that he sent to them. He was told that they will have a corporate meeting and will then meet with Borough representatives to discuss their plan for repairing the streets.
- The street sweeper has been winterized. It is being used to pick up leaves.
- The Santa House was moved into the park last week. Mr. McCollum stated that he will try to put up the trees in the park by Friday but feels that picking up the leaves is the priority. Discussion ensued.
- Mr. McCollum stated that he has to concrete a slab under the pavilion. It was mentioned that the pavilion is sagging. Discussion ensued.
- Mr. McCollum explained that they were unable to begin leaf pickup on the date advertised because he was waiting for a part. He requested that the Borough get Facebook back so notifications can be sent to residents. Mr. Troup said that the problem with Facebook is that there is no way to regulate it that people can't comment and it ends up a negative complaint page. Mr. McCollum said that he is still receiving calls about leaf pickup. Mayor Zboray suggested calling WKOK. It was also suggested to contact the Daily Item.
- Mr. McCollum requested that council approve the purchase of a new truck from Zimmerman's. The cost for the truck is \$46,262; the dump body is \$11,810; the spreader insert with a ten foot plow is \$10,222 for a total of \$68,294. A three-year loan from the Northumberland National Bank for \$55,000 with annual payment of \$18,750.31, the first due at purchase, has an interest rate of 2.25%. The street department budget has remaining funds in the capital purchase line item of \$20,012.81; vehicle fuel line item of \$6,000; supplies line item of \$500; truck maintenance line item of \$2,000; and PMRS line item of \$3,348.50 for a total of \$31,861.31, the amount required this year toward the purchase. Mr. Wynn moved to purchase the vehicle from Zimmerman's per the line items as explained and to approve the \$55,000 loan at the Northumberland National Bank. Mr. Ruane seconded the motion. Council voted 5-1 to approve with Mr. Troup voting no.

Mr. McCollum stated that he had no code office report.

### **Executive Session**

Mr. Troup announced that the council would go into an Executive Session to discuss litigation. The meeting was adjourned at 8:04 p.m. The meeting was reconvened at 8:43 p.m.

### **Committee Reports**

#### **Community Development**

Mr. Boyer stated that the committee met with Jill Shetter about the lighting in the gymnasium and lighting along the outside of the building. The outside lights would cost \$398.27 and would spread the light in fifty feet. Mrs. Rees moved to purchase the lights

for outside the gymnasium at a cost of \$398.29. Mr. Wynn seconded the motion. Council approved unanimously.

Ms. Shetter also reviewed the electrical plans for the gymnasium and will provide her recommendations.

Scott Gelnett met with Ms. Kistner and the Borough Secretary to look at the gymnasium. He will provide recommendations for acoustical panels and wiring for a sound system.

Mr. Boyer said that he would like to see the concrete poured in the pavilion so the picnic tables can be put under roof for the winter.

The committee looked at the concrete at the rear of the auditorium. The plywood that was covering up a hole in the concrete was removed. Next spring the committee would like to take out concrete and replace it with either concrete or a porous surface and install a handicap ramp

The work at Girl Scout House is progressing. Ms. Kistner stated that a microwave has been donated.

The committee discussed the possibility of keeping the pool open until 8:00 p.m. A group has requested a price to rent the pool for a day for a free Community Swim. The committee discussed a fee of \$900 for the day.

The committee discussed converting the pond in the King Street Park to a waterfall. Other ideas discussed were to install a fountain or something that would require less maintenance than the pond.

#### Finance

The budget meeting is scheduled for next Tuesday at 6:30 p.m.

#### Personnel - no report

#### Public Safety

Mrs. Rees said that the committee met this evening and discussed the need for a fifth police officer.

#### Rules

Mr. Wynn informed the council that the person who was going to move the property at the Point will not be available until next year. Clayton Krieger has requested permission to stay at the location until June 30th. Discussion ensued. Mr. Wynn moved to extend the lease for the car lot for five months from January 1, 2016 to May 31, 2016 at \$2,100. Council voted 3-3 with Mr. Boyer, Mr. Ruane, and Mr. Wynn voting yes and Ms. Kistner, Mrs. Rees, and Mr. Troup voting no. Mayor Zboray voted no, defeating the motion.

Mr. Troup moved to send notice to Clayton Krieger to vacate the property and remove the vehicle by January 1, 2016 per the agreement. Mr. Wynn seconded the motion. Council approved the motion by a vote of 4-2. Mr. Ruane and Mr. Wynn voted no.

#### Streets

Ms. Kistner stated that someone parks a boat on Front Street, north of Hanover Street. She noted that it is difficult to see over the boat making it necessary to ease out in the intersection to see if traffic is coming. Mr. Troup requested that the Mayor check with Chief Kriner to see if the boat is parked legally.

#### **Old Business - none**

#### **New Business**

1. Upon motion by Mr. Wynn, seconded by Ms. Kistner, council unanimously approved payment of the bills. Bills to be paid from the General Fund total \$14,667.61; Liberty Splashland bills total \$34.30; bills to be paid from the Parks and Recreation fund total \$150.75; bills to be paid from the Shade Tree fund total \$1,100; bills to be paid from the Donations Account total \$2,827.83; Sewer Department bills total \$23,215.68; and Sewer Department PennVest account bills total \$5,788.50.
2. Mr. Troup moved to approve agreement by reference number 201403590. Mr. Boyer seconded the motion. Council approved unanimously.
3. Mr. Boyer moved to approve the conciliation agreement. Mr. Wynn seconded the motion. Council approved unanimously.
4. Mr. Troup moved to hire a temporary part-time clerk through Work Force. Mrs. Rees seconded the motion. Council approved unanimously.

Mr. Troup adjourned the meeting at 9:13 p.m.

Respectfully submitted,

Janice R. Bowman  
Borough Secretary