

1 MINUTES OF MIFFLINBURG BOROUGH COUNCIL

2 January 6, 2014

3 Reorganizational Meeting

4 PRESENT ABSENT

5
6 Michael E. Snook, Council President
7 Beverly L. Hackenberg, Vice President
8 Troy A. Berkheiser, Council Member
9 Paul E. Bottiger, Council Member
10 Bryan E. Rohland, Council Member
11 Tod M. Steese, Council Member
12 David M. Cooney, Mayor
13 Jeremiah D. Runkle, Solicitor
14 Douglas R. Bickhart, Chief of Police
15 Margaret A. Metzger, Borough Manager
16 Misty L. Ross, Assistant Secretary

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17 The Reorganizational meeting of Mifflinburg Borough Council was called to order at 7:30 PM.

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20 Visitors present at this meeting were Andrew Cooney, Marcia Cooney, Sarah Cooney, Leo Weidner,
21 Swan Stull, Nada Gray, Marty Gates, Jim Emery, Athena Berkheiser, Michael Griffin, Elizabeth Griffin,
22 Emma Berkheiser, Jeffrey L. Mensch, Keith Dunlap, Juergen Seefeldt, and Larry Crombie.

23
24 District Justice, Jeffrey L. Mensch, conducted the Oath of Office Ceremony for Mayor David M.
25 Cooney. Mr. Mensch then proceeded to conduct the Oath of Office Ceremony for Council Members
26 Beverly L. Hackenberg, Paul E. Bottiger, and Troy A. Berkheiser.

27
28 Mayor Cooney declared the nominations for the office of Borough Council President to be open.

29
30 Council Member Tod M. Steese nominated Michael E. Snook for the office of Borough Council
31 President. The appointment was approved via voice vote with Council Member Bryan E. Rohland
32 voting no.

33
34 Mayor Cooney declared the nominations for the office of Borough Council Vice-President to be opened.

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36 Council Member Troy A. Berkheiser nominated Beverly L. Hackenberg for the office of Borough
37 Council Vice-President. With no other nominations made, the appointment was approved via
38 unanimous voice vote.

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41 Motion by: Tod M. Steese
42 Second by: Beverly L. Hackenberg

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44 **MOTION: To readopt the Bylaws and Robert's Rules of Order for conducting council meetings.**

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46 Approved via unanimous voice vote.

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49 Motion by: Tod M. Steese
50 Second by: Beverly L. Hackenberg

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52 **MOTION: To reappoint HRG, Inc. as the retained engineering firm and Utility Engineering PC as**
53 **the electrical engineering firm for the Borough of Mifflinburg.**

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55 Approved via unanimous voice vote.

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66 Motion by: Bryan E. Rohland
67 Second by: Tod M. Steese

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69 **MOTION: To reappoint Mr. Jeremiah Runkle, Esquire (Ax Runkle Law) as the Borough Solicitor**
70 **for 2014; with compensation as follows:**

71
72 **\$150.00/month** **Salary Retainer**
73 **\$150.00/hour** **Fee for Professional Service rendered**
74 **\$100.00/month** **Fee to attend the MPC meetings (as necessary)**

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76 Approved via unanimous voice vote.

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79 Motion by: Beverly L. Hackenberg
80 Second by: Paul E. Bottiger

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82 **MOTION: To retain Mrs. Margaret A. Metzger as the Borough Manager; Mr. Jason W. Mitchell**
83 **as the Borough Public Works Supervisor; Mr. Douglas R. Bickhart as the Borough Chief of Police**
84 **for 2014.**

85
86 Approved via unanimous voice vote.

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89 Mr. Snook deferred the appointment of Committee Members until the Tuesday, January 21, 2014 regular
90 Borough Council meeting.

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93 Motion by: Tod M. Steese
94 Second by: Paul E. Bottiger

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96 **MOTION: To approve the following depositories: PLGIT, M & T Bank / Wilmington Trust, First**
97 **National Bank, West Milton State Bank, Mifflinburg Bank & Trust Company, PSAB Municipal**
98 **Retirement Trust, and Swineford National Bank.**

99
100 Approved via unanimous voice vote.

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103 Motion by: Tod M. Steese
104 Second by: Troy A. Berkheiser

105
106 **MOTION: To grant the Borough Manager – Mrs. Margaret A. Metzger, Council President – Mr.**
107 **Michael E. Snook, Mayor – Mr. David M. Cooney, and Borough Clerk – Mrs. Tina M. Deford the**
108 **authority to sign Borough checks.**

109
110 Approved via unanimous voice vote.

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113 Motion by: Beverly L. Hackenberg
114 Second by: Paul E. Bottiger

115
116 **MOTION: To reappoint Mr. Donald H. Bowman and Mr. Jeffrey L. Mensch to four (4) year**
117 **terms on the Mifflinburg Planning Commission; Mrs. Sue E. Iddings and Mr. Andy Pieters to**
118 **three (3) year terms on the Zoning Hearing Board; Mr. Drew W. Christy to a one (1) year term as**
119 **CK-COG representative; Mr. Gerald W. Kilgus to a one (1) year term as Primary Sewage**
120 **Enforcement Officer; Mr. Russell Goodling to a one (1) year term as Alternate Sewage**
121 **Enforcement Officer; To appoint Ms. Sally L. Rothermel and Mr. Angel M. Pina to three (3) year**
122 **terms on the Zoning Hearing Board; Mr. Les Lyons and Mr. Timothy N. Turner to three (3) year**
123 **terms on the Zoning Hearing Board as Alternates; Mr. Timothy N. Turner to five (5) year terms**
124 **on the Mifflinburg Shade Tree Commission for 2014 and inform DEP of the appointed Sewage**
125 **Enforcement Officers.**

126
127 Approved via unanimous voice vote.

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131 Motion by: Beverly L. Hackenberg
132 Second by: Tod M. Steese
133

134 **MOTION: To approve payment of Bill List # 2013-13 in the amount of \$187,747.70.**

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136 Yes - Mrs. Berkheiser, Mr. Bottiger, Mrs. Hackenberg, Mr. Rohland, Mr. Steese, Mr. Snook

137
138 No - None
139
140

141 Mrs. Metzger reported the Town Clock, which is installed on the tower at the First Lutheran Church
142 located at 404 Market Street, has stopped working and needs to be repaired. The Borough obtained a
143 gentleman to reconstruct/repair the clock about eight (8) to ten (10) years ago; the Borough had a hard
144 time obtaining someone who could complete these repairs and incurred approximately \$8,000.00 for this
145 work. Mrs. Metzger also reported that Mrs. Kelly Benner, the Town Clock Winder whose duty was to
146 wind the Town Clock every week in order to make it run, has resigned. The Borough pays the Town
147 Clock Winder \$200.00/year for clock winding and maintenance, which is not a big incentive for
148 someone to climb up in the tower and wind the clock. Mrs. Metzger stated that she has discussed this
149 matter with Mr. Jeffrey L. Mensch, the First Lutheran Church President, since the Town Clock Winder
150 needs to enter the First Lutheran Church to access the clock winding area. Mrs. Metzger requested
151 Borough Council direction on how to proceed with this matter: should she contact the gentleman who
152 previously repaired the clock and obtain prices for repair, obtain prices for the purchase of a more
153 modern clock, or continue with the clock as it is and seek another Town Clock Winder. Mr. Berkheiser
154 inquired if Mrs. Metzger could obtain prices for both the purchase of a more modern clock as well as
155 repair of the current clock. Mrs. Metzger stated that she could obtain prices for both the purchase of a
156 more modern clock as well as repair of the current clock. Mr. Snook inquired what the opinion of the
157 First Lutheran Church was. Mr. Mensch expressed that to him the works are not as important as the
158 clock itself. A discussion was held; Mr. Bottiger expressed that it's difficult for Borough Council to
159 decide how to proceed without knowing what costs are involved. Mrs. Metzger stated that she would
160 obtain prices for both the purchase of a more modern clock as well as the repair of the current clock.
161

162 Mr. Jeffrey L. Mensch informed Borough Council that the First Lutheran Church, located at 404 Market
163 Street, will be advertising for the Town Clock Winder in their newsletter to see if there is anyone
164 interested in taking over these duties within the church.
165

166 Mrs. Metzger reminded Borough Council that she submitted an application for a permit amendment to
167 the Department of Environmental Protection (DEP) for the National Pollutant Discharge Elimination
168 System (NPDES) Permit to request that the Chronic Toxicity testing requirements for the Wastewater
169 Treatment Plant be reduced from quarterly to annually, based on the results achieved over the last six (6)
170 tests. The application was submitted on Wednesday, April 24, 2013. Mrs. Metzger informed Borough
171 Council that she received notification from DEP at the end of December that they would not be honoring
172 the Borough's request to reduce the Chronic Toxicity testing requirements for the Wastewater Treatment
173 Plant from quarterly to annually because there was one (1) test that exceeded the limit. Mrs. Metzger
174 stated that there are no limits until September of 2014; however DEP will not reconsider the Borough's
175 request until the Borough submits another application for a permit amendment to DEP for the NPDES
176 Permit. This will cost the Borough an additional \$1,250.00. Mrs. Metzger clarified that she would be
177 resubmitting the application unless Borough Council objects.
178

179 Mrs. Metzger requested an executive session to discuss personnel matters.
180

181 Mr. Runkle inquired if Borough Council wants to nominate a Borough Council member to the position
182 of President Pro Tempore, in case the President and Vice-President are both absent from a meeting.
183

184 Council Member Paul E. Bottiger nominated Tod M. Steese to the position of Borough Council
185 President Pro Tempore. With no other nominations made, the appointment was approved via unanimous
186 voice vote.
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188 Mr. Snook called an executive session to discuss personnel matters. An executive session was held from
189 8:10 PM to 8:28 PM.
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196 Motion by: Paul E. Bottiger
197 Second by: Bryan E. Rohland

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199 **MOTION: To authorize a \$500.00 stipend to the Public Works Supervisor (Mr. Jason W.**
200 **Mitchell) for his additional support throughout the Chestnut Street Reconstruction Project.**

201
202 Yes - Mr. Bottiger, Mrs. Hackenberg, Mr. Rohland, Mr. Steese, Mrs. Berkheiser, Mr. Snook

203
204 No - None

205
206
207 Mr. Bottiger inquired if one (1) of the Borough Maintenance Employee could wind the Town Clock.
208 Mrs. Metzger stated that one (1) of the Borough Maintenance Employee could probably wind the Town
209 Clock, but she was not sure that any of them know how to and they would still need to enter the First
210 Lutheran Church to access the clock winding area. Mr. Runkle recommended that if the Borough ends
211 up using a Borough Maintenance Employee to wind the Town Clock, they should still seek someone to
212 serve as a fill-in in the event the Borough Employee can't.

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215 Motion by: Tod E. Steese

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217 **MOTION: To adjourn the Mifflinburg Borough Council meeting.**

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219 Approved via unanimous voice vote.

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222 Meeting adjourned at 8:40 pm

223
224 Respectfully Submitted,

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226
227 Misty L. Ross
228 Assistant Borough Secretary