

1 MINUTES OF MIFFLINBURG BOROUGH COUNCIL

2 June 18, 2013

3
4 PRESENT ABSENT

5 Robert O. Brouse, Jr., Council President X
6 Betsy K. Robertson, Vice President X
7 Benjamin M. Dietrich, Council Member X
8 Bryan E. Rohland, Council Member X --Arrived at 7:03 PM
9 Michael E. Snook, Council Member X
10 Tod M. Steese, Council Member X
11 David M. Cooney, Mayor X
12 Jeremiah D. Runkle, Solicitor X
13 Douglas R. Bickhart, Chief of Police X
14 Margaret A. Metzger, Borough Manager X
15 Misty L. Ross, Assistant Secretary X

16
17 The regular meeting of Mifflinburg Borough Council was called to order at 7:00 PM.

18
19 Visitors present at this meeting were Murrie Zlotziver and Salvatore Mazzamuto.

20
21 Mr. Brouse conducted a Public Hearing for Ordinance No. 2013-01; Amending Chapter 21 of the
22 Mifflinburg Borough Code which regulates the placement of banners in the public right-of-way of streets,
23 roads and alleys located in the Borough. There being no comments or discussion the hearing ended at
24 7:01 PM and Mr. Brouse moved to conduct a Public Hearing for Ordinance No. 2013-02; Amending the
25 Mifflinburg Borough Code at Chapter 8, *Electricity, Part 1, Power and Light Department Service Tariff*,
26 by: repealing §8-21, *Customer Owned and Operated Electric Generation Systems*; adding §8-27,
27 *Customer Owned Electric Service Generation*, to provide for customer generated electric service; and
28 adding §8-28, *Customer Owned Standby and Portable Generation*. There being no comments or
29 discussion the hearing ended at 7:02 PM.

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32 Motion by: Tod M. Steese
33 Second by: Michael E. Snook

34
35 **MOTION: To approve the minutes of the Tuesday, May 21, 2013 regular meeting of Mifflinburg**
36 **Borough Council.**

37
38 Approved via unanimous voice vote.

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40
41 Motion by: Benjamin M. Dietrich
42 Second by: Betsy K. Robertson

43
44 **MOTION: To approve payment of Bill List #2013-06 in the amount of \$819,073.36.**

45
46 Yes – Mr. Dietrich, Mrs. Robertson, Mr. Snook, Mr. Steese, Mr. Brouse

47
48 No – None

49
50
51 Mr. Brouse informed Borough Council that action is requested to adopt Ordinance No. 2013-01;
52 amending Chapter 21 of the Mifflinburg Borough Code which regulates the placement of banners in the
53 public right-of-way of streets, roads and alleys located in the Borough.

54
55 Motion by: Benjamin M. Dietrich
56 Second by: Bryan E. Rohland

57
58 **MOTION: To adopt Ordinance No. 2013-01; amending Chapter 21 of the Mifflinburg Borough**
59 **Code which regulates the placement of banners in the public right-of-way of streets, roads and**
60 **alleys located in the Borough.**

61
62 Mrs. Metzger reminded Borough Council that there is a resolution attached to the ordinance which
63 establishes the street locations, insurance requirements, fees, etc. Mr. Runkle recommended that a
64 separate motion be completed to adopt this resolution.

65
66 Yes – Mr. Rohland, Mrs. Robertson, Mr. Steese, Mr. Dietrich, Mr. Brouse

67
68 No – Mr. Snook

69 Mr. Runkle provided Borough Council with a brief overview of Resolution No. 2013-05; a resolution
70 establishing certain specifications regarding the regulation of banner placement in the Borough as
71 authorized by Chapter 21 of the Mifflinburg Borough Code. The resolution addresses the following four
72 (4) specifications:
73

- 74 1. The permitted locations where vertical banners may be installed, along Chestnut Street,
75 where brackets for the installation have already been installed by the Borough. Vertical
76 banners shall not be installed at any other location within the Borough.
- 77 2. The permitted locations where horizontal banners may be installed, at the intersection of
78 Line Street and Chestnut Street, and the intersection of 8th Street and Chestnut Street.
79 Horizontal banners shall not be installed at any other location within the Borough.
- 80 3. The banner permit application fee; the application shall be \$125.00 which was previously set
81 at \$100.00.
- 82 4. The commercial general liability insurance required; the liability insurance shall be at least
83 \$1,000,000.00 per occurrence and \$1,000,000.00 in the aggregate, which is the same as
84 before.
85

86 Mrs. Metzger stated that she still has concerns with horizontal banners being permitted within the
87 Borough specifically at the intersection of Line Street and Chestnut Street. Mr. Dietrich expressed that he
88 doesn't believe the application fee should be \$125.00/banner, and recommended that the application fee
89 should be \$125.00 plus an additional fee for each additional banner. Mr. Dietrich inquired if Resolution
90 No. 2013-05 needs to be revised to state the base fee plus the additional fee charged for each additional
91 banner. Mr. Runkle informed Borough Council that if they adopt the resolution as written and then they
92 decide the application fee isn't enough, that a non-profit organization wants to install ten (10) banners, he
93 believes the only way Borough Council can legitimately charge the non-profit organization per banner is
94 to tell them that they have to complete an application for each banner. Alternatively, if Borough Council
95 doesn't think that makes sense and they want the non-profit organization to complete one (1) application,
96 then the resolution should be revised to state the base fee plus the additional fee charged for each
97 additional banner. Mayor Cooney expressed that he believes the fee charged for additional horizontal
98 banners should be higher than the fee charged for additional vertical banners since they will require more
99 work. A discussion was held; Borough Council unanimously agreed that the application fee for vertical
100 banners shall be \$125.00 plus \$25.00 for each additional banner and the application fee for horizontal
101 banners shall be \$125.00 plus \$75.00 for each additional banner
102

103 Motion by: Benjamin M. Dietrich

104 Second by: Betsy K. Robertson
105

106 **MOTION: To adopt Resolution No. 2013-05; a resolution establishing certain specifications**
107 **regarding the regulation of banner placement in the Borough as authorized by Chapter 21 of the**
108 **Code of the Borough.**
109

110 Yes – Mrs. Robertson, Mr. Snook, Mr. Steese, Mr. Dietrich, Mr. Rohland, Mr. Brouse
111

112 No – None
113
114

115 Mr. Brouse informed Borough Council that action is requested to adopt Ordinance No. 2013-02;
116 amending the Mifflinburg Borough Code at Chapter 8, *Electricity, Part 1, Power and Light Department*
117 *Service Tariff*, by: repealing §8-21, *Customer Owned and Operated Electric Generation Systems*; adding
118 §8-27, *Customer Owned Electric Service Generation*, to provide for customer generated electric service;
119 and adding §8-28, *Customer Owned Standby and Portable Generation*.
120

121 Motion by: Michael E. Snook

122 Second by: Benjamin M. Dietrich
123

124 **MOTION: To adopt Ordinance No. 2013-02; amending the Mifflinburg Borough Code at Chapter**
125 **8, *Electricity, Part 1, Power and Light Department Service Tariff*, by: repealing §8-21, *Customer***
126 ***Owned and Operated Electric Generation Systems*; adding §8-27, *Customer Owned Electric Service***
127 ***Generation*, to provide for customer generated electric service; and adding §8-28, *Customer Owned***
128 ***Standby and Portable Generation*.**
129

130 Mrs. Metzger reminded Borough Council that there is also a resolution attached to the electric ordinance
131 which provides the specific requirements for customer owned generation.
132

133 Yes – Mr. Snook, Mr. Steese, Mr. Dietrich, Mr. Rohland, Mrs. Robertson, Mr. Brouse
134

135 No – None

136 Mr. Runkle provided Borough Council with a brief overview for Resolution No. 2013-06; a resolution
137 establishing fees and specific technical requirements to accommodate customer owned generation of
138 electricity as authorized by Chapter 21 of the Code of the Borough. The resolution as well as the
139 ordinance was prepared by the Borough's Electrical Consultant, Mr. Jim Havrilla of Utility Engineers,
140 PC. Mr. Runkle informed Borough Council that he reviewed the ordinance as well as the resolution. The
141 resolution is highly technical in nature and much lengthier than the ordinance. Mr. Runkle stated that he
142 made a few minor changes to the resolution. Borough Council action is requested on this matter.

143
144 Motion by: Michael E. Snook
145 Second by: Benjamin M. Dietrich

146
147 **MOTION: To adopt Resolution No. 2013-06; a resolution establishing fees and specific technical**
148 **requirements to accommodate customer owned generation of electricity as authorized by Chapter**
149 **21 of the Code of the Borough.**

150
151 Yes – Mr. Steese, Mr. Dietrich, Mr. Rohland, Mrs. Robertson, Mr. Snook, Mr. Brouse

152
153 No – None

154
155
156 Mr. Steese thanked Mr. Runkle for all his hard work with these ordinances and resolutions.

157
158 Mr. Salvatore Mazzamuto, a resident at 504 Pinnacle Lane, attended tonight's meeting regarding the
159 Borough's Zoning Ordinance for the Downtown District. Mr. Mazzamuto informed Borough Council
160 that he owns a rental property located at 365 Chestnut Street. In accord with §29-406, *Downtown District*
161 (*DD*), accessory apartments and multifamily dwellings are only permitted on the 2nd or 3rd floor. Mixed-
162 use projects and buildings must contain office or commercial space on 100% of the 1st floor area. Mr.
163 Mazzamuto explained that the 1st floor of his rental property located at 365 Chestnut Street looks like an
164 apartment not a commercial space, and is requesting a change in the Zoning Ordinance as it relates to the
165 Downtown District. Mr. Mazzamuto expressed that he believes the ordinance should also take into
166 consideration the appearance of the structure rather than just where the structure is located before
167 restricting its' use. Mr. Brouse reported that an ordinance amendment would be required to change the
168 Zoning Ordinance and expressed that he doesn't believe there's enough support from Borough Council.
169 Mayor Cooney informed Mr. Mazzamuto that he may convert his rental property located at 365 Chestnut
170 Street into a single family dwelling. A discussion was held; Mr. Brouse directed the Utility Committee to
171 review the Zoning Ordinance and make a recommendation to Borough Council. Mr. Snook stated that
172 he's not the one who recommended that mixed-use projects and buildings must contain office or
173 commercial space on 100% of the 1st floor area. Mr. Snook expressed that he feels Mr. Mazzamuto's
174 pain, he don't like the idea that Borough Council is putting that much regulation on a property especially
175 when the property does look like an apartment; however the problem Borough Council had was they
176 would be technically spot zoning. Mr. Brouse recommended that Mr. Mazzamuto approach the new
177 Board in January of 2014.

178
179 Mr. Murrie Zlotziver, Elm Street Manager for the Mifflinburg Heritage and Revitalization Association
180 (MHRA), informed Borough Council that he is present at tonight's meeting in case they have any
181 questions regarding the Request for Proposals (RFP) for the design of the next phase of the Residential
182 Reinvestment funds from the Pennsylvania Department of Community and Economic Development (PA
183 DCED). The funding will allow for the continuation of the Streetscape Project which will include the
184 installation of new sidewalks, curbs, streetlights, and trees along Green Street between 5th Street to 6th
185 Street on both sides of the street, as well as continuing the committees and other work that is designed.

186
187 Mr. Runkle informed Borough Council that the Mifflinburg Borough Code establishes the fee for building
188 permits. In accord with §5-106, *Building Permit Fees*, the building permit fee shall be as follows: a
189 minimum of \$2.00 up to and including a cost of construction of \$4,000.00, with an additional \$0.50 per
190 \$1,000.00 over and above \$4,000.00. Mr. Runkle suggested that Borough Council should repeal this
191 section of the Mifflinburg Borough Code. Mr. Runkle explained that the Central Keystone Council of
192 Governments (CK-COG) calculates the actual residential building permit fees after the plan review and
193 verification of occupied living space, using the following formula:

$$\begin{aligned} & \text{(Gross Area*) X \$103.00 = (Cost of Construction) X .006 = Permit Fee} \\ & \text{* (Gross Area) = the square feet of occupied living spaces} \end{aligned}$$

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195
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197
198 Mr. Runkle expressed that he completely understands using this formula for construction, an addition or
199 something like that, but not for a deck or patio; if the CK-COG wants to use this formula there should be
200 some sort of industry standard or average cost of construction that they use in that formula. A discussion
201 was held; Mrs. Metzger stated that she would contact the CK-COG and follow-up on this matter.

204 Motion by: Benjamin M. Dietrich
205 Second by: Michael E. Snook

206
207 **MOTION: To approve the Mifflinburg Borough Zoning Report for May 2013 and authorize**
208 **payment to the Central Keystone Council of Governments (CK-COG) in the amount of \$17.00.**
209

210 Yes – Mr. Dietrich, Mr. Rohland, Mrs. Robertson, Mr. Snook, Mr. Steese, Mr. Brouse

211
212 No – None

213
214
215 Mrs. Metzger provided Borough Council with an update on the Chestnut Street Reconstruction Project.
216 Don E. Bower, Inc., contractor for the Chestnut Street Reconstruction Project, completed the base
217 pavement and curbing in Phase 2, which is PennDOT's requirement for allowing the contractor to move
218 to the next phase. The contractor will continue to work on the sidewalks located in Phase 2- from 8th
219 Street to 5th Street, as they perform the utility and street construction work in Phase 3- from 5th Street to
220 3rd Street, which will begin on Wednesday, June 19, 2013. Phase 3 work includes full-depth
221 reconstruction of the street, replacement of the water main and the associated water laterals, and
222 replacement of the ADA curb and sidewalks at the intersections. This phase includes far less sidewalk
223 work and should therefore take less time to complete. The scheduled date for completion of this phase is
224 Tuesday, July 30, 2013. Mrs. Metzger informed Borough Council that the shift to Phase 3 has changed
225 access to Chestnut Street. Chestnut Street is now open from State Route 104 to 6th Street and from 3rd
226 Street to Forest Hill Road, and closed from the east side of 6th Street to the west side of 3rd Street.
227 Motorists can still cross Chestnut Street at 6th Street and at 3rd Street; 4th and 5th Streets however are
228 closed to cross-traffic. Mrs. Metzger cautioned Borough Council that 3rd Street is very narrow. Mayor
229 Cooney reported that the Public Safety Committee discussed converting 3rd Street to a one-way street
230 during the duration of this phase. Mrs. Robertson expressed that she believes Warning Signs should be
231 installed along 3rd Street for traffic that's unfamiliar with Mifflinburg if 3rd Street isn't converted into a
232 one-way street. A discussion was held regarding this matter; Mrs. Metzger informed Borough Council
233 that she will bring this matter up at the next job conference which is scheduled for Thursday, June 20,
234 2013 at 1:00 PM. Mrs. Metzger clarified that a permit amendment may be required.

235
236 Mrs. Metzger informed Borough Council that the second invoice has been received from the PennDOT
237 for the Borough's share of the Chestnut Street Reconstruction Project. Invoice: 033608 002 has been
238 submitted in the amount of \$184,073.97. Management has reviewed the invoice and a copy of the invoice
239 is included in the information tonight for Borough Council review. Borough Council action is requested
240 to approve payment of this invoice.

241
242 Motion by: Bryan E. Rohland
243 Second by: Benjamin M. Dietrich

244
245 **MOTION: To approve payment of Invoice: 033608 002 to the PennDOT in the amount of**
246 **\$184,073.97 for the Borough's share of the Chestnut Street Reconstruction Project.**
247

248 Yes – Mr. Rohland, Mrs. Robertson, Mr. Snook, Mr. Steese, Mr. Dietrich, Mr. Brouse

249
250 No – None

251
252
253 Mrs. Metzger informed Borough Council that the Borough completed the final sewer lateral replacement,
254 located at 333 Chestnut Street this was necessary for the changes involved with the Chestnut Street
255 Reconstruction Project. This work was completed by JBK Services and is included in tonight's bill list.

256
257 Mrs. Metzger reported that the Borough finally received and installed the submersible pump in the Wet
258 Well at the Wastewater Treatment Plant Headworks to replace the closed shaft raw water pump. There is
259 some additional work that still remains and will be completed within the next week or two (2). The new
260 pump was able to be installed and working before the recent rains. Unfortunately, this basin will have to
261 be drained one (1) more time to complete the plumbing to the 2nd pump. Then without too much further
262 delay the 2nd tank will be drained to begin evaluating the condition of the 2nd large closed shaft raw water
263 pump.

264
265 Mrs. Metzger reported that the 2012 Annual Drinking Water Report has been completed and will be
266 distributed by the required deadline of Sunday, June 30, 2013. A copy of the report will be inserted in the
267 July issue of the *Mifflinburg News and Views* and copies will be distributed to the townships, schools, and
268 other large customers.

269
270

271 Mrs. Metzger reported that she submitted an application for a permit amendment to the Department of
272 Environmental Protection (DEP) for the National Pollutant Discharge Elimination System (NPDES)
273 Permit to request that the Chronic Toxicity testing requirements for the Wastewater Treatment Plant be
274 reduced from quarterly to annually, based on the results achieved over the last six (6) tests. DEP has not
275 yet responded to this request; however DEP's website stated that they have received the application and
276 the application was administratively complete.

277
278 Mrs. Metzger informed Borough Council that it's time for the Borough to obtain and samples for lead and
279 copper levels as part of our regulatory requirements as a drinking water provider. This sampling of
280 residential drinking water is a requirement of Pa Department of Environmental Protection and must be
281 accomplished by the Borough every three (3) years. The Borough must obtain twenty (20) water samples
282 from residents; these water sampling requirements are very specific and must be obtained according to the
283 instructions included with the sample kit in order to be considered valid. A minimum 6-hour period
284 during which there is no water use throughout the house must be achieved prior to sampling; early
285 morning before any toilets are flushed or faucets are operated is best. The filling of the sample bottle
286 should be the first draw of the day. This testing will be completed in July.

287
288 Mrs. Metzger provided Borough Council with an update on the Mifflinburg Hose Company Building
289 located at 325 Chestnut Street. Mrs. Metzger reminded Borough council that they took action at the
290 Tuesday, March 19, 2013 regular Borough Council meeting to accept the proposal from Larson Design
291 Group to provide Structural Engineering Services to review the Mifflinburg Hose Company Building
292 located at 325 Chestnut Street to help determine what necessary repairs should be completed together
293 with the estimated costs for those repairs for the lump sum fee of \$5,300.00. Mrs. Metzger reported that
294 she, the Borough Public Works Supervisor, Mr. Jason Mitchell, and representatives from the Hose
295 Company met with Larson Design Group on Tuesday, May 7, 2013 at the Hose Company Building to
296 begin the preliminary work on the Structural Analysis. Mrs. Metzger informed Borough Council that she
297 received this report on Monday, June 17, 2013 and is requesting that a committee meeting be scheduled to
298 review/discuss these results.

299
300 Mr. Rohland scheduled a Building Committee meeting for Tuesday, July 2, 2013 at 7:00 PM. The
301 purpose of this meeting will be to review/discuss the results on the Structural Analysis.

302
303 Mrs. Metzger reported that the Elm Street Grant Audit has been completed for the Grant period ending
304 March 12, 2013. Borough Council action is requested to accept this audit as presented. As Mr. Murrie
305 Zlotziver, Elm Street Manager for the Mifflinburg Heritage and Revitalization Association (MHRA),
306 stated previously at tonight's meeting; he has updated and will distribute the Request for Proposals (RFP)
307 for the design of the next phase of the Residential Reinvestment funds from the Pennsylvania Department
308 of Community and Economic Development (PA DCED). These proposals will be considered at a later
309 Borough Council meeting. The design is the Borough's match for this portion of the grant.

310
311 Mrs. Metzger reported that she has received a request from PennDOT for a notarized affidavit which
312 provides them with utility and street ownership information. Mrs. Metzger explained that PennDOT does
313 not feel that the right-of-way agreements provided are adequate. Mrs. Metzger informed Borough
314 Council that she has reviewed the request with Mr. Runkle and will provide an affidavit with some
315 amended language, once the employees have gathered the detailed information requested.

316
317 Mrs. Metzger informed Borough Council that she has prepared an application for the Pennsylvania
318 Council on the Arts (PCA) Grant. This application is for the 2013-2014 Summer Concert Series that are
319 held at the Mifflinburg Community Park. Borough Council authorization is requested to submit this
320 application.

321
322 Motion by: Betsy K. Robertson
323 Second by: Benjamin M. Dietrich

324
325 **MOTION: To authorize Mrs. Metzger to submit the application for the Pennsylvania Council on**
326 **the Arts (PCA) Grant for the 2013-2014 Summer Concert Series that are held at the Mifflinburg**
327 **Community Park.**

328
329 Approved via unanimous voice vote.

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338 Mrs. Metzger informed Borough Council that she has received a couple noise complaints over the last few
339 months. The 1st noise complaint was made by a resident on Market Street regarding Harley Davidsons
340 that are traveling on Market Street. The 2nd noise complaint was made by a resident on Meadow Lane
341 regarding Yorktowne. Upon research and discussion with Mr. Runkle, it was determined that the
342 Borough doesn't have a noise ordinance in place and therefore short of making a request for cooperation,
343 there is no way to force a change in operations to eliminate or reduce the noise. The resident is now
344 requesting that Borough Council consider enacting a noise ordinance to prevent this type of nuisance.
345 Information provided by the resident was emailed to Borough Council for consideration prior to tonight's
346 meeting. A discussion was held; Mr. Steese clarified that Mrs. Metzger only received one (1) complaint
347 and directed her to move on.
348

349 Mrs. Metzger reported that she has distributed a revised Non-uniformed Pension Ordinance to the
350 Personnel Committee. The ordinance establishes a Defined Contribution Plan for anyone hired after
351 January 01, 2013. Borough Council needs to consider getting the Non-uniformed Pension Plan setup
352 since the Borough has two (2) new hires. Borough Council action is requested to authorize Mr. Runkle to
353 advertise the ordinance amending Chapter 21 of the Mifflinburg Borough Code of Ordinances for
354 adoption at the Tuesday, July 16, 2013 regular Borough Council meeting. Mrs. Metzger inquired if the
355 American Federation of State, County and Municipal Employees (AFSCME) Union has to review the
356 revised Non-uniformed Pension Ordinance prior to the adoption. Mr. Runkle recommended that Mrs.
357 Metzger should contact the Borough's labor counsel, Mr. Michael Miller of Eckert Seamans Cherin &
358 Mellott, LLC. Mr. Runkle explained that he is a little nervous telling Borough Council what to do and not
359 to do with this stuff as it relates to the Union Contract.
360

361 Motion by: Betsy K. Robertson
362 Second by: Benjamin M. Dietrich
363

364 **MOTION: To authorize Mr. Runkle to advertise the ordinance amending Chapter 21 of the**
365 **Mifflinburg Borough Code of Ordinances to establish a Defined Contribution Plan for anyone hired**
366 **after January 01, 2013; and to conduct a Public Hearing on Tuesday, July 16, 2013 at 7:00 PM.**
367

368 Yes – Mrs. Robertson, Mr. Snook, Mr. Steese, Mr. Dietrich, Mr. Rohland, Mr. Brouse
369

370 No – None
371
372

373 Mrs. Metzger informed Borough Council that Mr. Ron Bollinger, Park/Pool Director, is requesting that
374 Borough Council approve additional compensation for two (2) of the lifeguards that have undergone
375 additional training in order to be able to train and certify our other lifeguards. Mr. Bollinger is requesting
376 that Miss Maura McLaughlin be compensated \$175.00, and that Mr. Matt Wells be compensated \$250.00.
377 This reflects compensation for the time spent instructing our staff at the head lifeguard rate. Borough
378 Council action is requested on this matter.
379

380 Motion by: Betsy K. Robertson
381 Second by: Benjamin M. Dietrich
382

383 **MOTION: To approve a one (1) time additional compensation payment to Miss Maura McLaughlin**
384 **in the amount of \$175.00; Mr. Matt Wells in the amount of \$250.00 which reflects compensation for**
385 **the additional training they underwent in order to be able to train and certify the Lifeguards at the**
386 **Mifflinburg Community Pool as well as the time spent instructing these Lifeguards.**
387

388 Yes – Mr. Snook, Mr. Steese, Mr. Dietrich, Mr. Rohland, Mrs. Robertson, Mr. Brouse
389

390 No – None
391
392

393 Mrs. Metzger informed Borough Council that Mr. Ron Bollinger, Park/Pool Director, is also requesting
394 that Borough Council authorize him to offer a Lifeguard Course at the Mifflinburg Community Pool for
395 the public from August 9-17, 2013. All costs for this training would be incorporated into the fees.
396

397 Motion by: Betsy K. Robertson
398 Second by: Benjamin M. Dietrich
399

400 **MOTION: To authorize Mr. Ron Bollinger, Park/Pool Director, to offer a Lifeguard Course at the**
401 **Mifflinburg Community Pool for the public from August 9-17, 2013.**
402

403 Approved via unanimous voice vote.
404
405

406 Mrs. Metzger requested an executive session to discuss potential litigation and personnel related matters.

407

408 Mrs. Metzger requested that a Personnel Committee meeting be scheduled to discuss the revised Non-
409 uniformed Pension Ordinance as well as the Safety Policy.

410

411 Mayor Cooney informed Borough Council that they received a copy of the Monthly Police Report for
412 May 2013 included in the information tonight.

413

414 Mayor Cooney reminded Borough Council that the Mifflinburg Safety Fair was held on Wednesday, June
415 12, 2013 from 5:00 PM to 8:00 PM at the Mifflinburg Community Park. Mayor David Cooney informed
416 Borough Council that he offered \$50.00 to anyone who could sink him three (3) times in a row, to help
417 raise funds for the Mike Hobbins Recovery Fund. Officer Ross Mitchell won the \$50.00 and donated it
418 back. The event went well except for the near-drowning incident that occurred at the Mifflinburg
419 Community Pool during the event. Mayor Cooney informed Borough Council that he sent a letter to the
420 Mifflinburg Community Pool Staff, the Mifflinburg Community Ambulance Company 14 Personnel, the
421 Mifflinburg Hose Company Members, and the Mifflinburg Police Officers to commend them on their
422 handling of the near-drowning incident; as well as a letter to Ms. Doris Underhill to say "Thank You" for
423 her assistance with the near-drowning. Mayor Cooney expressed that everyone's swift response
424 prevented what would have certainly been a tragedy.

425

426 Mayor Cooney reported that he and Chief Bickhart met with PennDOT this morning to evaluate the
427 school zones in the Borough. At the meeting, it was discussed about using regulatory signs as well as
428 extending the school zone that is located at the Mifflinburg Area Middle School west on Market Street.
429 Mr. Runkle inquired if the PennDOT representative present at the meeting had any insight on whether an
430 ordinance would be required to establish locations for school zones in the Borough. Chief Bickhart stated
431 that he would contact the PennDOT representative and inquire whether an ordinance is required to
432 establish locations for school zones in the Borough.

433

434 Mayor Cooney reminded Borough Council that there is a vacancy on the Mifflinburg Civil Service
435 Commission. Borough Council action is requested to appoint Mr. Rick Fry, a resident located at 239
436 Walnut Street, to a six (6) year term on the Mifflinburg Civil Service Commission.

437

438 Motion by: Tod E. Steese

439 Second by: Benjamen M. Dietrich

440

441 **MOTION: To appoint Mr. Rick Fry to a six (6) year term on the Mifflinburg Civil Service**
442 **Commission.**

443

444 Yes – Mr. Steese, Mr. Dietrich, Mr. Rohland, Mrs. Robertson, Mr. Snook, Mr. Brouse

445

446 No – None

447

448

449 Mrs. Metzger inquired if the Mifflinburg Civil Service Commission would be conducting a
450 Reorganizational meeting. Chief Bickhart stated that he would contact Mr. David Iddings, the Chairman
451 for the Mifflinburg Civil Service Commission, to remind him that a Reorganizational meeting is required.

452

453 Chief Bickhart presented Borough Council with some Monthly Highlights for the Mifflinburg Police
454 Department for May 2013. Chief Bickhart informed Borough Council that the Mifflinburg Police
455 Department participated in the following three (3) events:

456

- 457 • The Buckle Up PA Project (BUPA), Click it or Ticket Campaign, was held on Monday,
458 May 20, 2013 thru Sunday, June 9, 2013.
- 459 • The D.A.R.E Graduation was held on Thursday, May 23, 2013 at 1:00 PM at the
460 Mifflinburg Area High School.
- 461 • The Memorial Services that were held at the United States Penitentiary (USP) on Saturday,
462 May 14, 2013 for the "National Correctional Officers' Week" to honor the work of
463 correctional officers and correctional personnel nationwide.

464

465 Chief Bickhart provided Borough Council with an update on the status of the school zones in the
466 Borough. Chief Bickhart reminded Borough Council that in accordance with PennDOT's rules and
467 regulations, the municipality and/or school district is responsible for conducting an Engineering and
468 Traffic Study to determine if a school speed zone can be established, with PennDOT having final
469 approval. If a school speed zone can be established, PennDOT will issue the application to install
470 flashing warning devices upon approval of the Engineering and Traffic Study. A permit for electrified
471 installations will be issued to the municipality upon receipt of the completed application. The
472 Engineering and Traffic Study has been completed and submitted to PennDOT on Friday, May 31, 2013.
473 It is anticipated that a response will be received from PennDOT within thirty (30) to sixty (60) days.

474 Chief Bickhart announced that the 4th of July Celebration will be held at the Mifflinburg Community Park
475 on Thursday, July 4, 2013 beginning at 9:00 AM.

476
477 Mr. Steese expressed that he personally believes Borough Council should temporarily convert 3rd Street
478 from Chestnut Street to Market Street to a one-way street traveling south and 2nd Street from Chestnut
479 Street to Market Street to a one-way street traveling north until the Chestnut Street Reconstruction Project
480 has been completed. Mayor Cooney reported that there isn't a traffic signal at the intersection of 2nd
481 Street and Chestnut Street and expressed that he doesn't believe there has been any problems at this
482 intersection. A discussion was held regarding converting 2nd Street from Chestnut Street to Market Street
483 to a one-way street traveling north; Mr. Steese recommended that Borough Council convert 3rd Street
484 from Chestnut Street to Market Street to a one-way street traveling south and leave 2nd Street alone. Mrs.
485 Metzger clarified that Borough Council can make the request to PennDOT; however PennDOT has to
486 authorize the request because of the detour route for the Chestnut Street Reconstruction Project. Mr.
487 Rohland inquired if Borough Council needs to delegate this matter to the Public Safety Committee. Mrs.
488 Metzger stated that Mayor Cooney has the authority to make the recommendation. Mr. Brouse directed
489 Mayor Cooney to make a recommendation to PennDOT. Mayor Cooney clarified that he is making a
490 request for a temporary traffic change to PennDOT to convert 3rd Street from Chestnut Street to Market
491 Street to a one-way street traveling south.

492
493 Mrs. Robertson scheduled a Personnel Committee meeting for Tuesday, July 9, 2013 at 7:00 PM. The
494 purpose of this meeting will be to discuss the revised Non-uniformed Pension Ordinance as well as the
495 Safety Policy.

496
497 Mrs. Metzger reminded Borough Council that an executive session is requested to discuss potential
498 litigation and personnel related matters.

499
500 Mr. Rohland scheduled a Building Committee meeting for Tuesday, July 2, 2013 at 7:00 PM.

501
502 Mr. Snook informed Borough Council that he spoke with Mr. Ron Bollinger, Park/Pool Director; Mr.
503 Bollinger indicated that he is really concerned with the number of tickets that are being provided for the
504 American Legion Post 410's Family Fun Day event that is scheduled at the Mifflinburg Community Park
505 on Saturday, July 20, 2013. Mrs. Metzger reported that she also spoke with Mr. Bollinger regarding this
506 matter; some precautions have been taken to help better manage the crowds at the pool which are as follows:

- 507
- 508 • The Borough will provide 150 tickets for use at the pool. The Legion will be responsible for the
509 distribution of these tickets.
- 510 • The American Legion volunteers will set up their grill and hot dog serving area outside of the fenced
511 in pool area.
- 512

513 Mrs. Metzger clarified that Mr. Bollinger runs the pool and may determine the rotation/limitation of pool
514 swimming and expressed that she believes providing tickets for events utilizing the pool is a good idea.

515
516 Mayor Cooney presented Borough Council with an update from the Mifflinburg Regional Economic
517 Development (MRED) Alliance. Mayor Cooney reported that there was a meeting held this month;
518 however he was unable to attend this meeting due to another appointment. The MRED Alliance is
519 focusing on helping businesses throughout the duration of the detour route for the Chestnut Street
520 Reconstruction Project. Flyers will be distributed through the Susquehanna River Valley Visitors Bureau
521 to inform people of available parking for businesses. The MRED Alliance will begin a Fabulous Friday
522 Promotion where the businesses will have sales and so on to get people downtown.

523
524 Mrs. Metzger informed Borough Council that they received a copy of the Engineer's Report for June
525 2013 included in the information tonight. Mrs. Metzger provided Borough Council with the following
526 brief summary of the various miscellaneous engineering services that HRG, Inc. has provided:

- 527
- 528 • Review of 8th Street Pump Station Reports and associated coordination with SCADA
529 (Supervisory Control and Data Acquisition) Contractor to make the reports more useful for
530 the Borough.
- 531 • Review of Operation & Maintenance Manuals to assist in troubleshooting a security issue at
532 the Water Treatment Plant.
- 533 • Review of Borough questions related to stormwater system design for the Chestnut Street
534 Reconstruction Project and associated coordination.
- 535

536 As previously reported, Long Term 2 Enhanced Surface Water Treatment Rule (LT2) sampling began on
537 Tuesday, February 26, 2013 and will continue for one (1) year. In addition, HRG, Inc. will be
538 coordinating with Borough representatives to complete the required wetlands monitoring for the
539 Productive Well No. PW2 over the coming months.

540
541 Mr. Runkle informed Borough Council that he has a few things for executive session.

542 Mr. Runkle reported that Mr. Roger V. Wiest, II, an attorney for Wiest, Muolo, Noon & Swinehart
543 located in Sunbury, has contacted him with questions regarding Elm Avenue and Fir Avenue. These
544 streets were part of the original North Hills Development. A followed-up letter has been received from
545 Attorney Wiest as well as some documentation essentially inquiring what the Borough's position is
546 regarding whether or not these were dedicated as Borough Streets. Mr. Runkle informed Borough
547 Council that he has a copy of the letter present at tonight's meeting for Borough Council review. A copy
548 of the letter will be provided to Mrs. Metzger for her records. Mr. Runkle stated that he will begin
549 reviewing the Borough's records in order to determine if these streets were ever dedicated as Borough
550 streets.

551
552 Mayor Cooney announced that he participated or will be participating in the following events:
553

- 554 • A meeting with the Cub Scout Pack 3520.
- 555 • He was the auctioneer for the Elias Center for the Performing Arts grand opening that was
556 held on Friday, May 17, 2013.
- 557 • The Annual Memorial Day Ceremony that was held on Monday, May 27, 2013 at 6:00 PM
558 at the Mifflinburg Community Park/Pool.
- 559 • A meeting with Mr. Glenn Smith II, Director of Development at the First Community
560 Foundation Partnership of Pennsylvania (FCFP) regarding the Union County "Parade of
561 Buffalos" in celebration of Union County's Bicentennial. The "Parade of Buffalos" consists
562 of fifteen (15) fiberglass buffalos; one (1) buffalo will represent each of the fourteen (14)
563 municipalities in Union County as well as one (1) at Union County Government Center.
564 Each municipality is responsible for decorating and painting their buffalo for permanent
565 display at a location of their choice in their respective community. Mayor Cooney reported
566 that he volunteered the "Artists Among Us" to decorate the buffalo.
- 567 • There is a Union County YMCA meeting scheduled for Wednesday, June 19, 2013 at the
568 Mifflinburg Bank & Trust Company Community Room located at 250 E. Chestnut Street at
569 3:00 PM, 5:00 PM, and 7:00 PM.
- 570 • The 19th Annual Union County Veterans 4th of July Parade will be held on Saturday, June
571 28, 2013 at 10:00 AM.
- 572 • The Annual 4th of July festivities at the Mifflinburg Community Park. Mayor Cooney
573 announced that he will be emcee for the "Mifflinburg's Got Talent!" competition.
- 574 • A mini-festival will be held at the Mifflinburg Community Park on Wednesday, July 24,
575 2013 for WNEP-TV Channel 16's Joe Snedeker on his annual Go Joe 16 charity bike ride
576 for St. Joseph's Center. All proceeds from the event will benefit the St. Joseph's Center.

577
578 Mr. Brouse informed Borough Council that he would like to call an executive session to discuss a contract
579 issue with Borough Council, Mrs. Metzger, and Mr. Runkle.
580

581 Mr. Rohland expressed that he believes there should be an article placed in the "*Mifflinburg News &*
582 *Views*" regarding the sale of the Old Borough Building located at 333 Chestnut Street to explain and
583 clarify the facts on how the building was sold. Mayor Cooney stated that from a PR standpoint he would
584 just let it go; to throw the Old Borough Building back in the newspapers or something would be a
585 mistake. A discussions was held; Mrs. Robertson expressed that she believes the best way to address this
586 is one on one when it's brought up since there's only a small amount of people who are concerned about
587 sale of the Old Borough Building. Mrs. Robertson clarified that she understands what Mr. Rohland is
588 saying; maybe at the time had Borough Council done that and been more proactive, that would have been
589 the time to do it, but now after the fact it would just create more commotion than its worth.
590

591 Mr. Brouse called an executive session to discuss potential litigation and personnel matters. An executive
592 session was held from 8:57 PM to 10:27 PM.
593

594
595 Motion by: Michael E. Snook
596

597 **MOTION: To adjourn the Mifflinburg Borough Council meeting.**
598

599 Approved via unanimous voice vote.
600

601 Meeting adjourned at 10:29 PM.
602

603 Respectfully Submitted,
604

605
606
607 Misty L. Ross
608 Assistant Borough Secretary