

1 MINUTES OF MIFFLINBURG BOROUGH COUNCIL
2 March 18, 2014

3		PRESENT	ABSENT
4			
5	Michael E. Snook, Council President	X	
6	Beverly L. Hackenberg, Vice President	X	
7	Troy A. Berkheiser, Council Member	X	
8	Paul E. Bottiger, Council Member	X	
9	Bryan E. Rohland, Council Member		X
10	Tod M. Steese, Council Member	X – Arrived at 7:26 PM	
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, Dan Leach, Kathleen Downs, and Don Dziadosz.

20
21 Mr. Snook announced that the Public Hearing scheduled for tonight for Ordinance No. 2014-02;
22 Amending §17-114 of the Mifflinburg Borough Code of Ordinances to convert 3rd Street from Chestnut
23 Street to Market Street to a one-way street traveling north would be postponed until Mr. Steese arrives at
24 tonight's meeting.

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26
27 Motion by: Beverly L. Hackenberg
28 Second by: Troy A. Berkheiser

29
30 **MOTION: To approve the minutes of the Tuesday, February 18, 2014 regular meeting of**
31 **Mifflinburg Borough Council.**

32
33 Approved via unanimous voice vote.

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36 Motion by: Troy A. Berkheiser
37 Second by: Paul E. Bottiger

38
39 **MOTION: To approve payment of Bill List #2014-03 in the amount of \$1,137,699.38.**

40
41 Mrs. Metzger informed Borough Council that Bill List #2014-03 is higher this month since there were
42 two (2) American Municipal Power (AMP) invoices.

43
44 Yes – Mr. Berkheiser, Mr. Bottiger, Mrs. Hackenberg, Mr. Snook

45
46 No – None

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48
49 Motion by: Troy A. Berkheiser
50 Second by: Beverly L. Hackenberg

51
52 **MOTION: To approve the Mifflinburg Borough Zoning Report for February 2014 and authorize**
53 **payment to the Central Keystone Council of Governments (CK-COG) in the amount of \$150.00.**

54
55 Yes – Mr. Bottiger, Mrs. Hackenberg, Mr. Berkheiser, Mr. Snook

56
57 No – None

58
59
60 Mrs. Metzger provided Borough Council with an update on the status of the New Communities Program
61 Elm Street Project – Phase III. Mrs. Metzger reminded Borough Council that it was determined at the
62 Tuesday, January 21, 2014 regular Borough Council meeting that Mr. Murrie Zlotziver, Elm Street
63 Manager for Mifflinburg Heritage & Revitalization Association (MHRA), and Mr. Justin Ross, Project
64 Manager at Larson Design Group, would conduct a walk through to review Green Street and determine
65 what areas are in need of repair and report this back to Borough Council. Mrs. Metzger informed
66 Borough Council that she has forwarded some ideas for additional Elm Street areas to be added to the
67 scope of the latest Elm Street Reinvestment Grant work.

68 Mrs. Metzger distributed a copy of the email to Borough Council that she received from Mr. Ross.
69 Attached to the email was a revised cost estimate for Additional Engineering and Survey Services for
70 Mifflinburg Elm Street – Phase III which reads as follows:

71 Project Understanding:

72
73
74 MHRA, along with the Borough of Mifflinburg, is currently developing construction plans
75 for streetscape improvements along Green Street from 5th Street to 6th Street. Initial survey
76 and design completed by Larson Design Group, produced and estimated construction cost
77 for these improvements to total \$150,000.00. Being that the current grant awarded for this
78 project totals \$250,000.00, the following two (2) additional areas have been reviewed and
79 are proposed to be included in the next construction contract:

- 80
81 1. Green Street from 4th Street to 5th Street.
82 2. ADA Improvement at Church Alley and 6th Street.
83

84 The following additional services will be required to complete the streetscape design and
85 incorporate these additional areas into the contract documents being prepared. Please note
86 that a Highway Occupancy Permits (HOP) application and coordination with PennDOT
87 will be required for improvements adjacent to 4th Street. This is the same as was required
88 during Phase II of the Elm Street Project at the corner of Market Street and 4th Street.
89

90 Summary of Additional Services:

- 91
92 • Topographical survey of additional areas.
93 • Right-of-way/deed research and preparation of a Property Line Mosaic.
94 • Preparation of Existing Conditions Plan.
95 • Preliminary design of streetscape improvements.
96 • Street light and power supply design and coordination with the Borough.
97 • Coordination with the Borough and MHRA for approval of the preliminary plans.
98 • Preparation and coordination with PennDOT for a HOP Permit.
99 • Final design and development of contract plans.
100 • Final construction cost estimate.
101 • Development of contract alternates to ensure that the full grant can be utilized.
102 • Presentation of the Final Construction Contract to Borough Council for approval.
103

104 It's anticipated that any additional services associated with bidding, construction
105 administration and site inspections during construction of these areas can be completed
106 under the terms of the existing contract for the Elm Street – Phase III.
107

108 Additional Consulting Fees:

109 Based upon the above outlined Summary of Additional Services and associated
110 assumptions and qualifications, we propose the following lump sum engineering fees,
111 including reimbursable expenses:
112

113 Additional Services \$12,500.00
114
115

116 A Project Opinion of Probable Cost was also attached to the email. This estimate includes streetscape
117 improvements for Green Street from 4th Street to 6th Street. An additional estimate for ADA
118 improvements at Church Alley and 6th Street has also been provided. These estimates assume lighting
119 only along the North Side of Green Street. The lighting for Section C if removed would reduce the
120 estimate roughly \$20,000.00. Additionally, there is approximately \$5,000.00 of sidewalk in Section B
121 that was recently replaced by the owner and not included in the estimated improvement cost which are
122 as follows:
123

<u>Item #</u>	<u>Description</u>	<u>Total Cost</u>
A	North & South Sides of Green Street (5 th to 6 th Street)	\$145,000.00
B	South Side of Green Street (4 th to 5 th Street)	\$ 52,000.00
C	North Side of Green Street (4 th to 5 th Street)	\$ 78,000.00
D	ADA Ramps: 6 th Street & Cherry Alley	\$ 5,150.00
	Subtotal – Opinion of Probable Cost	\$290,000.00

130
131 A discussion was held regarding the revised cost estimate for probable construction costs for these areas;
132 Mrs. Metzger clarified that the current Engineering Services for Phase III is \$13,800.00.

133 Mrs. Metzger requested Borough Council action to determine the scope change and authorize Mrs.
134 Metzger to submit a letter amendment to the Department of Community and Economic Development
135 (DCED) to request an extension for the application for continued financing for the Elm Street Grant for
136 New Communities Program Elm Street Project and increase the scope of work to incorporate additional
137 streetscape improvements for Green Street from 4th Street to 6th Street and ADA improvements at
138 Church Alley and 6th Street.

139
140 Motion by: Paul E. Bottiger
141 Second by: Troy A. Berkheiser

142
143 **MOTION: To authorize Mrs. Metzger to submit a letter amendment to the Department of**
144 **Community and Economic Development (DCED) to request an extension for the application for**
145 **continued financing for the Elm Street Grant for New Communities Program Elm Street Project**
146 **and increase the scope of work to incorporate additional streetscape improvements for Green**
147 **Street from 4th Street to 6th Street and ADA improvements at Church Alley and 6th Street.**

148
149 Approved via unanimous voice vote.

150
151
152 Mrs. Metzger provided Borough Council with an update on the Chestnut Street Reconstruction Project.
153 Mrs. Metzger reported that the Borough has been receiving some additional complaints about the new
154 sidewalks in the Chestnut Street Reconstruction Project area. There have been quite a few reports of
155 cracked sections and problems with ice due to water not draining properly on the roadway. These
156 complaints have been forwarded to PennDOT personnel and will be further evaluated during the spring
157 “walk through”, which has been scheduled for Wednesday, April 2, 2014.

158
159 Mrs. Metzger reminded Borough Council that she resubmitted the application for a permit amendment
160 to the Department of Environmental Protection (DEP) for the National Pollutant Discharge Elimination
161 System (NPDES) Permit to request that the Chronic Toxicity testing requirements for the Wastewater
162 Treatment Plant be reduced from quarterly to annually, based on the results achieved over the last four
163 (4) tests completed in 2013. Mrs. Metzger reported that she received the draft amendment on Thursday,
164 March 6, 2014. This draft must be advertised in the “*Pennsylvania Bulletin*” for comment in accordance
165 with the law before a final permit can be approved. This draft has also been forwarded to HRG, Inc. for
166 their review to help ensure that this request was the only change made to the permit.

167
168 Mrs. Metzger reported that Mrs. Erin Threet, HRG, Inc., has provided a draft copy of the Annual
169 Chapter 94 Report that is required by the Department of Environmental Protection (DEP) which shows
170 annual activity and analyzes hydraulic loads for the Borough’s sewer system. This report does not
171 reflect any system violations for 2013 or any real items of concern and will be submitted by the
172 Monday, March 31, 2014 deadline. Mrs. Metzger pointed out that the flows shown for the 8th Street
173 Pump Station are almost two (2) times higher than what Mrs. Threet anticipated they should be based on
174 her hydraulic load calculation. Mrs. Metzger informed Borough Council that she and the Wastewater
175 Treatment Plant Operators will need to work with a computer consultant to ensure that everything is
176 calibrated properly. If everything is calibrated properly, it means one (1) of two (2) things:

- 177
178 1. There is a potential water leak that’s finding its way into the sewer and is being pumped
179 through the Wastewater Treatment Plant. Mrs. Metzger stated that this could be the water
180 leak or one (1) of the water leaks that the Borough has been searching for.
181 2. The 8th Street Pump Station is just a very high area of inflow and infiltration; one (1) that
182 the Borough needs to work on a little bit more aggressively to eliminate the excess flows.

183
184 Mrs. Metzger informed Borough Council that the Water/Wastewater Treatment Plant Operators have
185 resumed the required testing at the Production Well No. PW-2. This testing was required to be
186 suspended during the growing season (May & June) per the conditions of the permit. The reports on this
187 are due by the end of April. Mrs. Metzger clarified that the Borough still needs to forward some
188 information from the piezometers in the monitoring wells; however the Borough is waiting for the
189 monitoring wells to thaw enough to remove these devices.

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199 Mrs. Metzger reported that the bid opening for refuse hauling and disposal for the Annual Spring Drop-
200 Off Event scheduled for April 23-26, 2014 was held on Thursday, March 13, 2014 at 1:00 PM. There
201 were three (3) bids received and are as follows:

	<u>B&W</u>	<u>Hometown</u>	<u>Waste</u>
	<u>Disposal</u>	<u>of Coal Township</u>	<u>Management</u>
		<u>Disposal</u>	
205	Roll-off load hauled	\$ 250.00	\$ 275.00
206	Total price per ton for disposal	\$ 0.00	\$ 8.00
207	Cost for return of unused roll-off	\$ 230.00	\$ 125.00
208	Estimated cost based on 2013 quantities	\$3,750.00	\$4,470.92

209
210 A copy of the bid tabulation is included in the information tonight. Mrs. Metzger informed Borough
211 Council that subsequent to the bid opening Borough Management contacted B&W Disposal to confirm
212 that the total price per ton for disposal should be \$0.00. Borough Council action is requested to award
213 the Annual Spring Drop-Off Event to B&W Disposal for the unit price amounts of \$250.00 per Roll-off
214 load hauled; \$0.00 for total price per ton for disposal; \$230.00 for cost for return of unused roll-off.

215
216 Motion by: Beverly L. Hackenberg
217 Second by: Troy A. Berkheiser

218
219 **MOTION: To award the Annual Spring Drop-Off Event to B&W Disposal for the unit price**
220 **amounts of \$250.00 per Roll-off load hauled; \$0.00 for total price per ton for disposal; \$230.00 for**
221 **cost for return of unused roll-off.**

222
223 Yes – Mrs. Hackenberg, Mr. Berkheiser, Mr. Bottiger, Mr. Snook

224
225 No – None

226
227
228 Mrs. Metzger reported that the bid opening for the Annual Mowing Project was held on Friday, March
229 14, 2014 at 1:00 PM. There were eight (8) bids received and are as follows:

231	Big Pop's Mowing	\$ 279.00
232	Matt Swartzlander	\$ 394.00
233	Shipman Landscapes & Construction	\$ 514.00
234	DHI Mowing	\$ 620.00
235	Randy Hawk's Lawn Service	\$ 625.00
236	BM Dietrich Landscape Architecture	\$ 695.00
237	Evergreen Lawn Care	\$ 769.00
238	Joe Smith	\$1,975.00

239
240 A copy of the bid tabulation is included in the information tonight. Mrs. Metzger informed Borough
241 Council that the bids were received on a unit price/area per mowing for two (2) years. Borough Council
242 action is requested to award the contract to Big Pop's Mowing for the unit price amount totaling \$279.00
243 per mowing.

244
245 Mrs. Hackenberg inquired how the Borough would terminate the (2) year Annual Mowing contract if
246 Big Pop's Mowing aren't performing satisfactorily in one (1) year. Mr. Runkle clarified that the
247 Borough can terminate the (2) year Annual Mowing contract unless the bid documents guarantee the
248 contract without any sort of performance guarantee.

249
250 Motion by: Paul E. Bottiger
251 Second by: Tod M. Steese

252
253 **MOTION: To award the two (2) year Annual Mowing contract to Big Pop's Mowing for the unit**
254 **price amount totaling \$279.00 per mowing.**

255
256 Yes – Mr. Steese, Mr. Berkheiser, Mr. Bottiger, Mrs. Hackenberg, Mr. Snook

257
258 No – None

259
260
261 Mr. Snook postponed the regular Borough Council meeting at 7:29 PM to conduct the Public Hearing
262 for Ordinance No. 2014-02; Amending §17-114 of the Mifflinburg Borough Code of Ordinances to
263 convert 3rd Street from Chestnut Street to Market Street to a one-way street traveling north.

264
265

266 Mr. Runkle informed Borough Council that the Mifflinburg Planning Commission briefly discussed
267 Ordinance No. 2014-02 at their meeting that was held earlier tonight; five (5) of the members were in
268 favor of the amendment and two (2) were opposed.

269
270 Mr. Dan Leach, a resident of 252 Market Street, inquired the reason for converting 3rd Street from
271 Chestnut Street to Market Street to a one-way street traveling north rather than south. Mr. Steese
272 reported that the Public Safety Committee felt that converting 3rd Street from Chestnut Street to Market
273 Street to a one-way street traveling north was the safest and best option; vehicles turning onto 3rd Street
274 from High Alley can't see oncoming traffic to the left. Mr. Steese added that the Mifflinburg Hose
275 Company fire trucks can't make a right hand turn onto High Alley. Mr. Leach also expressed his
276 concerns regarding vehicles parking along 2nd Street and vehicles turning onto 2nd Street with the
277 additional traffic traveling on High Alley between the 200 and 300 blocks. Chief Bickhart clarified that
278 vehicles are not permitted to park along 2nd Street. Mr. Leach stated that the Mifflinburg Police
279 Department may want to closely monitor 2nd Street; there have been numerous occasions in which he
280 has witnessed vehicles parking along 2nd Street causing traffic congestion.

281
282 Mrs. Metzger reminded Borough Council that at the Tuesday, February 18, 2014 regular Borough
283 Council meeting she informed them that she would contact PennDOT to see what they would require to
284 convert 3rd Street to a one-way street traveling north. Mrs. Metzger reported that she spoke with Ms.
285 Lara M. Lapinski, Assistant Traffic Engineer (Signals) at PennDOT District 3-0; Ms. Lapinski indicated
286 that a traffic study would be required to evaluate the timing of the traffic signal. Subsequent to the
287 conversation a letter was submitted to PennDOT requesting their approval; PennDOT has received the
288 letter and a response should be received within the next couple of weeks. Mrs. Metzger informed
289 Borough Council that she also requested PennDOT's advice with regard to the proper signage. The
290 Borough ordered the signage they believed would be necessary and are awaiting a response from
291 PennDOT on what signage they will require. Mrs. Metzger clarified that Ms. Lapinski affirmed that
292 Borough Council could take action at tonight's meeting to adopt Ordinance No. 2014-02; however the
293 ordinance cannot be enacted until after receiving PennDOT approval.

294
295 There being no further comments or discussion the hearing concluded at 7:39 PM.

296
297 Motion by: Tod M. Steese
298 Second by: Beverly L. Hackenberg

299
300 **MOTION: To adopt Ordinance No. 2014-02; Amending §17-114 of the Mifflinburg Borough Code**
301 **of Ordinances to convert 3rd Street from Chestnut Street to Market Street to a one-way street**
302 **traveling north.**

303
304 Mr. Bottiger inquired about converting the 300 block of High Alley to a two-way street. A discussion
305 was held; Mr. Steese expressed that he believes converting the 300 block of High Alley to a two-way
306 street would be a nightmare.

307
308 Approved via unanimous voice vote.

309
310
311 Mrs. Metzger provided Borough Council with an update on the status of the Borough wide Advanced
312 Metering Infrastructure (AMI) System. Mrs. Metzger reported that the bids for the Borough's AMI
313 System were opened on Wednesday, March 12, 2014 at 1:00 PM. Utility Engineers, PC will review the
314 bids and meet with the Utility Committee to make their recommendation and answer any questions
315 about the project. A Utility Committee meeting has been scheduled for Tuesday, April 8, 2014. It's
316 anticipated that Borough Council action will be requested at the Tuesday, April 15, 2014 regular
317 Borough Council meeting to award the bid for this project.

318
319 Mrs. Metzger informed Borough Council that Utility Engineers, PC will also be discussing the
320 Borough's options to secure longer term pricing for electricity at the Utility Committee meeting that is
321 scheduled for Tuesday, April 8, 2014. Mrs. Metzger clarified that any changes would require Borough
322 Council action.

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332 Mrs. Metzger provided Borough Council with an update on the status of the East Green Street Sewer
333 Manhole Replacement Project. Mrs. Metzger reminded Borough Council that at the Tuesday, February
334 18, 2014 regular Borough Council meeting, Mr. Rohland informed them that he received the following
335 two (2) proposals:

- 337 1. A proposal from Coukart & Associates Inc. for the not-to-exceed amount of \$2,400.00.
338 Mr. Rohland clarified that this proposal is for the same scope of work as HRG, Inc. is
339 presenting: the survey and bid specifications in order to go out to bid.
- 340 2. A proposal from a private surveyor for the not-to-exceed amount of basically \$2,000.00.
341 Mr. Rohland clarified that this proposal is only for the survey.

342
343 It was the consensus of Borough Council to direct Mr. Rohland to obtain the required information from
344 Coukart & Associates Inc. for the East Green Street Sewer Manhole Replacement Project prior to the
345 tonight's meeting; if Coukart & Associates, Inc. couldn't meet the timeline or contract requirements, Mr.
346 Rohland was to contact the private surveyor to see if he could complete the survey to incorporate it into
347 HRG, Inc.'s contract or seek another proposal from a smaller engineering firm. It was anticipated that
348 Mr. Rohland would provide Borough Council with an update; however Mr. Rohland is absent from
349 tonight's meeting. Mrs. Metzger informed Borough Council that she received an email late this
350 afternoon from Mr. Mark R. Freeze, Chief Surveyor at Coukart & Associates Inc., with a copy of their
351 certificate of insurance attached and the assurance that upon receiving Borough Council approval they
352 would begin the survey work within a week; however a contract has not yet been received. A lengthy
353 discussion was held; Mr. Runkle advised Borough Council that they could take action at tonight's
354 meeting to make a motion to engage Coukart & Associates Inc. to design, prepare bid specifications, and
355 perform construction management for the East Green Street Sewer Manhole Replacement Project,
356 contingent upon a contract being received by Friday, March 28, 2014, and the solicitor's review and
357 approval of the contract. Mr. Berkheiser expressed that he believes Borough Council should wait to take
358 action until all the required information has been obtained from Coukart & Associates Inc.

359
360 Motion by: Beverly L. Hackenberg
361 Second by: Tod M. Steese

362
363 **MOTION: To engage Coukart & Associates Inc. to survey, design, and prepare bid specifications**
364 **for the East Green Street Sewer Manhole Replacement Project for the not-to-exceed amount of**
365 **\$2,400.00, contingent upon a spelled out contract being provided to Mrs. Metzger and the solicitor**
366 **for review and approval by Friday, March 28, 2014 at 4:30 PM; if the contract does not spell out**
367 **everything that is needed, then engage HRG, Inc. to design, prepare bid specifications, and**
368 **perform construction management for the East Green Street Sewer Manhole Replacement Project**
369 **for the not-to-exceed amount of \$6,800.00.**

370
371 Yes – Mr. Bottiger, Mrs. Hackenberg, Mr. Steese, Mr. Snook

372
373 No – Mr. Berkheiser

374
375
376 Mr. Runkle clarified that Mrs. Metzger would notify Mr. Rohland and Coukart & Associates Inc. of this
377 outcome.

378
379 Mrs. Metzger informed Borough Council that the Borough has used ninety (90) tons of salt (their entire
380 allotment) and one hundred and ten (110) tons of anti-skid; two hundred (200) tons in all. This is
381 significantly more than in previous years. The Borough has estimated their 2014-15 salt allotment at
382 ninety (90) tons; hopefully they won't have to use the full allotment next year.

383
384 Mrs. Metzger reported that Mr. Neal Lewis, of Lewis, Barlett, Klees, began the 2013 Audit on Tuesday,
385 March 4, 2014. Mrs. Metzger stated that this date was delayed because she did not have all of the
386 information together by the original date scheduled, and Mr. Lewis was also delayed due to other
387 commitments. Mrs. Metzger apologized to Borough Council for her delay and clarified that all required
388 information was provided to the auditor by Monday, March 17, 2014.

389
390 Mrs. Metzger reminded Borough Council that the Borough will be upgrading its Financial and Billing
391 Software in April of 2014, a delay from the original proposed timeline of March 2014. This work will
392 involve all office employees and may require that the Borough Office be closed a few days in order for
393 the Borough Staff to be properly trained to use the new programs. The first date that the office will
394 close for training is Wednesday, March 19, 2014. It is anticipated that the May 1st billing will be the
395 first billing on the new system.

398 Mrs. Metzger provided Borough Council with an update on the status of the Third Street Bridge
399 Relocation Project. Mrs. Metzger reported that she spoke with Mr. Robert Renn, Local Bridge
400 Coordinator at PennDOT District 3-0, last week; Mr. Renn requested updated costs for the relocation of
401 Borough utilities, but did not provide any other updates regarding the status of this project. A meeting
402 with Mr. Renn and Union County Officials has been scheduled for Friday, April 11, 2014 to further
403 discuss this matter.

404
405 Mrs. Metzger requested an executive session to provide an update on the following items:
406

- 407 • The settlement offer for the PPL Electric Utilities Corporation (PPL) litigation.
- 408 • The additional information regarding the Borough's Act 457 Funds.
- 409 • The Cable TV Franchise Agreement. Mr. Runkle informed Borough Council that there is a
410 meeting scheduled for Tuesday, April 1, 2014 with the Cohen Law Group to discuss the
411 Cable TV Franchise Agreement.
- 412 • The ongoing issues with several nuisance properties located in the Borough that do not meet
413 Codes.
- 414 • The applications for the Project Manager/Supervisor position.
- 415

416 Mrs. Metzger informed Borough Council that M & T Bank has scheduled the Annual performance
417 meeting with the Police Pension Committee for Tuesday, March 25, 2014 at 7:00 PM. Borough Council
418 should review and update the members nominated to serve on this committee.

419
420 Mayor Cooney informed Borough Council that they received a copy of the Monthly Police Report for
421 February 2014 included in the information tonight.

422
423 Mayor Cooney provided Borough Council with an update on the status of the Landlord Ordinance for
424 the Borough of Mifflinburg. Mayor Cooney reported that he met with Mr. Runkle to further discuss the
425 Landlord Ordinance; the next step will be for him and Mr. Runkle to meet with Ms. Rebecca A. Kilps,
426 Office Assistant at the Central Keystone Council of Governments (CK-COG). A Public Safety
427 Committee meeting will be scheduled to further discuss the Landlord Ordinance subsequent to Mayor
428 Cooney meeting with Ms. Kilps.

429
430 Chief Bickhart presented Borough Council with some Monthly Highlights for the Mifflinburg Police
431 Department for February 2014.

432
433 Chief Bickhart informed Borough Council that the Mifflinburg Police Department will be participating
434 in the Buckle Up Pennsylvania (BUPA) Teen Seat Belt Mobilization which is scheduled for Monday,
435 March 3, 2014 thru Friday, March 21, 2014.

436
437 Chief Bickhart reported that the Union County Sherriff's Department is looking to place a prescription
438 drug collection box at two (2) different locations in Union County. The Union County Sherriff's
439 Department is requesting that one (1) of the collection boxes be secured in the Mifflinburg Police
440 Department. Chief Bickhart showed Borough Council an illustration of a prescription drug collection
441 box and stated that the box would be accessible only during office hours; the general public would drop
442 their unwanted prescription drugs in the box with no questions asked and the prescription drugs would
443 be safely and securely destroyed. Chief Bickhart expressed that he believes the Mifflinburg Police
444 Department should secure a prescription drug collection box in the lobby of the Mifflinburg Police
445 Department/Borough Office. Chief Bickhart clarified that this would be the only collection box in the
446 west end of Union County; there's not really any other secure locations. Chief Bickhart requested
447 Borough Council permission to allow the Mifflinburg Police Department to secure a prescription drug
448 collection box in the lobby of the Mifflinburg Police Department/Borough Office, with the
449 understanding that if there would be any problems the collection box would be removed.

450
451 Motion by: Tod M. Steese
452 Second by: Troy A. Berkheiser

453
454 **MOTION: To allow the Mifflinburg Police Department to secure a prescription drug collection**
455 **box in the lobby of the Mifflinburg Police Department/Borough Office, with the understanding**
456 **that if there would be any problems the collection box would be removed.**

457
458 Approved via unanimous voice vote.

459
460
461 Chief Bickhart requested an executive session to discuss personnel matters and the Police Pension
462 Review Committee.

463

464 Mr. Runkle reported that he spoke with Chief Bickhart regarding developing some language that
465 addresses some parking issues on East Street; the language for parking by the Mifflinburg Area High
466 School located at 75 Market Street is a mess. Mr. Runkle expressed that he believes there should be
467 something done to address parking by the High School. Mr. Runkle explained that the High School
468 students who choose to park their vehicles vertically along East Street, at the gravel area by the baseball
469 field, have their bumpers hanging over the cart way/pavement half the time. A discussion was held;
470 Chief Bickhart stated that he would discuss this matter with Mrs. Michelle Shearer, Principal of the
471 Mifflinburg Area High School, to see if there is something that can be done in house.

472
473 Mr. Snook informed Borough Council that they received a copy of the Engineer's Report for March
474 2014 included in the information tonight.

475
476 Mr. Runkle provided Borough Council with an update on the status of the Third Street Bridge
477 Relocation Project. Mr. Runkle reported that he contacted Mr. Robert Renn, Local Bridge Coordinator
478 at PennDOT District 3-0, subsequent to the Tuesday, February 18, 2014 regular Borough Council
479 meeting to try and again determine what it is that PennDOT wants with regard to the utility relocation
480 for this project. Mr. Runkle stated that Mr. Renn copied him on an email last week that he sent to Mr.
481 Shawn McLaughlin, Union County Planning Director. Mr. Runkle informed Borough Council that he
482 again requested Mr. Renn to provide him with the name of the person in which he needs to contact at
483 PennDOT's Central Office located in Harrisburg, PA; Mr. Renn has provided him with the contact
484 information for Chris Magness, Utility Relocation Administrator at PennDOT. A discussion was held;
485 Mr. Runkle directed Mrs. Metzger to provide him with any information that she can find for the utilities
486 and inquired if he should be present at the meeting with Mr. Renn and Union County Officials on
487 Friday, April 11, 2014. It was determined that Mr. Runkle would attend the meeting with Mr. Renn and
488 Union County Officials, and that Mrs. Metzger didn't need to attend the meeting.

489
490 Mayor Cooney announced that the Mifflinburg American Legion Post 410 and the Mifflinburg Moose
491 will be co-sponsoring the Annual Easter Egg Hunt on Saturday, April 5, 2014 at 10:00 AM at the VFW
492 Carnival Grounds.

493
494 Mayor Cooney informed Borough Council that he attended the seminar for the Department of
495 Conservation and Natural Resources (DCNR) grant to help with the application process. Mayor Cooney
496 stated that he and Mrs. Metzger will be working together to draft an application for the DCNR grant.

497
498
499 Mr. Snook called an executive session to discuss potential litigation and personnel matters. An
500 executive session was held from 8:47 PM to 9:52 PM.

501
502
503 Motion by: Paul E. Bottiger
504 Second by: Troy A. Berkheiser

505
506 **MOTION: To authorize the Borough Council President, Mr. Michael E. Snook, to sign the**
507 **Settlement Agreement recommended by Attorney Newell to end the Eastern Pennsylvania Power**
508 **Group (EPPG) Litigation with PPL Electric Utilities Corporation (PPL).**

509
510 Approved via unanimous voice vote.

511
512
513 Motion by: Beverly L. Hackenberg

514
515 **MOTION: To adjourn the Mifflinburg Borough Council meeting.**

516
517 Approved via unanimous voice vote.

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519
520 Meeting adjourned at 9:55 PM.

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522 Respectfully Submitted,

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524
525 Misty L. Ross
526 Assistant Borough Secretary