

1 MINUTES OF MIFFLINBURG BOROUGH COUNCIL
2 May 17, 2016
3

4	PRESENT	ABSENT
5 Beverly L. Hackenberg, Council President	X	
6 Tod M. Steese, Vice President	X	
7 Troy A. Berkheiser, Council Member	X	
8 Paul E. Bottiger, Council Member		X - Arrived at 8:05 PM
9 Richard J. Fry, Council Member	X	
10 Duane L. Zimmerman, 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 Robert M. Rowe, Borough Project Manager	X	
16 Misty L. Ross, Assistant Secretary	X	

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

19
20 Visitors present at this meeting were Michele L. Foose and Mark Bailey.

21
22
23 Motion by: Tod M. Steese
24 Second by: Richard J. Fry

25
26 **MOTION: To approve the minutes of the Tuesday, April 19, 2016 regular meeting of Mifflinburg**
27 **Borough Council.**

28
29 Approved via unanimous voice vote.

30
31
32 Motion by: Troy A. Berkheiser
33 Second by: Tod M. Steese

34
35 **MOTION: To approve payment of Bill List #2016-05 in the amount of \$288,902.92.**

36
37 Yes – Mr. Berkheiser, Mr. Fry, Mr. Steese, Mr. Zimmerman, Mrs. Hackenberg

38
39 No – None

40
41
42 Officer Michele L. Foose, with the Mifflinburg Police Department, attended tonight's meeting along with
43 Detective Mark Bailey, a representative of the Mifflinburg Police Department Association, regarding a
44 grievance and personnel issue. Officer Foose informed Borough Council that she filed a grievance on
45 April 12, 2016 due to a schedule modification. A copy of the grievance was distributed to Borough
46 Council members prior to tonight's meeting. Officer Foose explained that the six (6) Patrol Officers with
47 the Mifflinburg Police Department work a six (6) week rotating schedule with every 3rd weekend off: one
48 (1) being a two (2) day weekend and the next being a three (3) day weekend. To get this weekend off the
49 Patrol Officers work seven (7) shifts in a row, they start on a Saturday and finish on a Friday and then
50 have the next two (2) or three (3) days off depending on where the rotation is. The Patrol Officers have
51 been working this schedule for the past ten (10) years. Officer Foose stated that she submitted a time off
52 request for November 23-25, 2016 to coincide with her long weekend off, which was scheduled to be
53 November 26-28, 2016. On April 4, 2016, she became aware that the schedule had been modified due to
54 vacation requests and so forth. After reviewing the schedule to see what changes were made and to see
55 where she fell with vacation requests that she has made, she realized that her schedule had been modified
56 to work Sunday night, April 27, 2016 at 10:00 PM. On the morning of April 5, 2016, she discussed her
57 concerns with Chief Bickhart and explained to him that she requested November 23-25, 2016 off to
58 coincide with her long weekend off so she could have six (6) days off. It was a verbal denial at that time
59 to change the schedule back or make changes otherwise. On April 6, 2016, she sent an email to Chief
60 Bickhart to try explaining herself a little better. After receiving no response from Chief Bickhart
61 regarding the email, she filed a grievance. Officer Foose expressed that she believes this issue can be
62 resolved and that she's present at tonight's meeting with hopes that Borough Council can understand the
63 issue and hope for a solution with it.
64

65 Detective Bailey stated that he understands that Chief Bickhart is trying to approve all of the time off
66 requests submitted; however he doesn't think it's fair to modify the rotation schedule to make any of the
67 Patrol Officers work on their long or short weekend off with no additional compensation. That's their
68 reward for working seven (7) days in a row, it's why they work seven (7) days in a row.

69 Mrs. Metzger provided Borough Council with an update on the status of the itemized zoning invoice from
70 the Central Keystone Council of Governments (CK-COG). Mrs. Metzger reported that the CK-COG has
71 begun providing an itemized zoning invoice of the "Cost to Borough". A discussion was held; Mrs.
72 Metzger clarified that she's working to obtain more detail on the invoice.
73

74 Motion by: Troy A. Berkheiser
75 Second by: Tod M. Steese
76

77 MOTION: To approve the Mifflinburg Borough Zoning Report for April 2016 and authorize
78 payment to the Central Keystone Council of Governments (CK-COG) in the amount of \$3,359.72.
79

80 Yes – Mr. Fry, Mr. Steese, Mr. Berkheiser, Mrs. Hackenberg
81

82 No – None
83

84 Mr. Zimmerman abstained due to mixed emotions. Mr. Zimmerman explained that he can't vote for or
85 against the motion; he knows the Borough has to pay the CK-COG, but he doesn't think it's right.
86

87 Motion approved 5-0, with one abstention
88

89
90 Mrs. Metzger informed Borough Council that she has received a request from the Mifflinburg VFW; the
91 VFW is requesting that the Borough provide water service to the VFW Carnival Grounds for the
92 following two (2) upcoming events:
93

- 94 1. The Rodeo on May 20-22, 2016.
- 95 2. The Annual Gun Raffle on September 23-25, 2016.
96

97 A copy of the request has been included in the information tonight. Borough Council action is requested
98 to donate water services to the Mifflinburg VFW Carnival Grounds for the Mifflinburg VFW on May 20-
99 22, 2016 in order to conduct their upcoming Rodeo; and September 23-25, 2016 for their Annual Gun
100 Raffle.
101

102 Motion by: Troy A. Berkheiser
103 Second by: Duane L. Zimmerman
104

105 MOTION: To donate water services to the Mifflinburg VFW Carnival Grounds for the Mifflinburg
106 VFW on May 20-22, 2016 in order to conduct their upcoming Rodeo; and September 23-25, 2016
107 for their Annual Gun Raffle.
108

109 Approved via unanimous voice vote.
110
111

112 Mrs. Metzger informed Borough Council that she has received a request from the Lewisburg Rotary Club;
113 the Lewisburg Rotary Club is requesting Borough Council permission to utilize the Mifflinburg
114 Community Park on Saturday, June 4, 2016 to begin the bike ride to eradicate Polio. The Lewisburg
115 Rotary Club is also requesting that the security deposit be waived since they will only be using one (1)
116 table for registration. Mrs. Metzger clarified that the Lewisburg Rotary Club will still provide event
117 insurance. Borough Council action is requested to approve this event.
118

119 Motion by: Troy A. Berkheiser
120 Second by: Richard J. Fry
121

122 MOTION: To approve the Lewisburg Rotary Club's request to utilize the Mifflinburg Community
123 Park on Saturday, June 4, 2016 in order to begin the bike ride to eradicate Polio and to waive the
124 security deposit in the amount of \$250.00.
125

126 Approved via unanimous voice vote.
127
128

129 Mrs. Metzger reminded Borough Council that they previously took action to approve the '4 Bells'
130 Lutheran Church's request to utilize the Mifflinburg Community Park on Saturday, May 29, 2016 in order
131 to conduct a Father's Day Park Event. Mrs. Metzger informed Borough Council that she has received
132 another request from the '4 Bells' Lutheran Church; the '4 Bells' Lutheran Church is now requesting
133 Borough Council permission to rent the Mifflinburg Community Pool during their event for a donation of
134 \$250.00. Mr. Ron Bollinger, Park/Pool Director, is recommending that any approval would be limited to
135 150 swimmers for safety reasons. Borough Council action is requested on this matter.
136

137 Motion by: Troy A. Berkheiser
138 Second by: Tod E. Steese

139
140 MOTION: To approve the '4 Bells' Lutheran Church's request to rent the Mifflinburg Community
141 Pool on Saturday, May 29, 2016 from 1:00 PM - 4:00 PM during their Father's Day Park Event for
142 a donation of \$250.00 or up to 150 swimmers.

143
144 Yes – Mr. Steese, Mr. Zimmerman, Mr. Berkheiser, Mr. Fry, Mrs. Hackenberg

145
146 No – None

147
148
149 Mrs. Metzger reported that the town clock located in the tower of the First Evangelical Lutheran Church,
150 located at 404 Market Street, stopped working a few weeks ago. The Borough tried what they could to fix
151 the clock, but were unable to get the clock running. Mrs. Metzger informed Borough Council that Mr.
152 Rowe has located a clock repair company that is willing to do a visit to assess the clock and then provide
153 an estimate for repairs. To date, no estimates have been received for this work.

154
155 Mrs. Metzger reported that Wagner, Dreese, Elsasser (W.D.E.) & Associates, PC has completed their
156 field work for the 2015 Annual Audit. The Audit meeting with the Finance Committee has been
157 rescheduled until Tuesday, June 21, 2016 at 6:00 PM. Mr. Michael Fuller, auditor with W.D.E. &
158 Associates, PC, is waiting for some final information to finish up the GASB pension notes.

159
160 Mrs. Metzger informed Borough Council that she has received correspondence from Landmark Dividend
161 regarding their interest in making an offer to purchase the Borough's cell tower lease. A copy of the
162 correspondence has been included in the information tonight for Borough Council review. Borough
163 Council direction is requested as to whether the Borough should proceed with obtaining an offer. A
164 discussion was held; Mr. Runkle advised Borough Council that unless the Borough is in need of the cash,
165 he doesn't see the upside to selling the Borough's cell tower lease. It was the consensus of Borough
166 Council not to proceed with obtaining an offer.

167
168 Mrs. Metzger reported that the Borough's energy provider, Next Era Energy, has added a division that
169 performs energy audits for their customers. Upon completion of the audit they offer design and build type
170 of solutions to save energy- which they also finance. There is no cost for the initial consultation and
171 system review. A review of the Wastewater Treatment Plant has been scheduled for Wednesday, May 18,
172 2016 at 1:00 PM. Mrs. Metzger added that the information received from this visit would be presented to
173 them for any further consideration or decision making once received.

174
175 Mrs. Metzger provided Borough Council with an update on the status of the 3rd Street Bridge
176 Replacement Project. Mrs. Metzger reported that the pre-work meeting for this project was held on
177 Monday, May 16, 2016 at 11:00 AM. This meeting signified the official start of the project work. The
178 contractor plans to begin with tree removal so that the Borough can begin work on the electric utility
179 temporary relocation. It's anticipated that the detour for this project will take place on the next two (2) or
180 three (3) weeks.

181
182 Mrs. Metzger reported that Mrs. Erin Threet, HRG, Inc., has provided specifications which the Borough
183 can present to the contractor for the 3rd Street Bridge Replacement Project for the 3rd Street Lift Station
184 coating work done. It's anticipated that a price for this work will be received by the Tuesday, June 21,
185 2016 regular Borough Council meeting. Mrs. Metzger clarified that a special Borough Council meeting
186 may be required.

187
188 Mrs. Metzger reported that she received a request to meet with the Union County Conservation District,
189 the Pennsylvania Department of Conservation and Natural Resources (DCNR), and Ms. Saranne Corbin
190 regarding the wetland area adjacent to the Wastewater Treatment Plant which has created a problem with
191 the arborvitae planted along the Wastewater Treatment Plant fence as a noise barrier.

192
193 Mrs. Metzger informed Borough Council that she is preparing to apply for a Pennsylvania Council on the
194 Arts (PCA) Grant to help support the 2017 Summer Concert Series that are held at the Mifflinburg
195 Community Park. This grant is through the Pennsylvania Partners in the Arts (PPA). The maximum
196 amount allowed is \$2,500.00. Borough Council action is requested to authorize this application.

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203

204 Motion by: Troy A. Berkheiser

205 Second by: Richard J. Fry.

206

207 MOTION: To authorize Mrs. Metzger to submit an application for the Pennsylvania Council on the
208 Arts (PCA) Grant for the 2017 Summer Concert Series that are held at the Mifflinburg Community
209 Park.

210

211 Approved via unanimous voice vote.

212

213

214 Mr. Rowe provided Borough Council with an update on the status of the Walnut Street Project. Mr.
215 Rowe reported that the Walnut Street Project has been progressing, to date all sewer and water work has
216 been completed and the contractor will now begin work on the curb, sidewalks, storm water and street. A
217 job conference is scheduled for Wednesday, May 18, 2016 at 1:00 PM.

218

219 Mr. Rowe informed Borough Council that Fairchild Brothers, Inc. has submitted Payment Application
220 No. 1 in the amount of \$108,889.55 for the Walnut Street Project. A copy of the payment application has
221 been included in the information tonight. The payment application has been reviewed by Uni-Tec
222 Consulting Engineers, Inc. and Borough Management and is recommended for payment.

223

224 Motion by: Troy A. Berkheiser

225 Second by: Tod M. Steese

226

227 MOTION: To approve Payment Application No. 1 to Fairchild Brothers, Inc. for the Walnut Street
228 Project in the amount of \$108,889.55.

229

230 Yes – Mr. Zimmerman, Mr. Berkheiser, Mr. Fry, Mr. Steese, Mrs. Hackenberg

231

232 No – None

233

234

235 Mr. Rowe informed Borough Council that Fairchild Brothers, Inc. has also submitted Change Order No. 1
236 for the Walnut Street Project for a price increase of \$4,200.00. This change order is for the re-location of
237 an additional valve. A copy of the change order has been included in the information tonight. The
238 change order has been reviewed by Uni-Tec Consulting Engineers, Inc. and Borough Management and is
239 recommended for payment.

240

241 Motion by: Tod M. Steese

242 Second by: Richard J. Fry

243

244 MOTION: To approve Change Order No. 1 to Fairchild Brothers, Inc. for the Walnut Street
245 Project for a price increase of \$4,200.00.

246

247 Yes – Mr. Berkheiser, Mr. Fry, Mr. Steese, Mr. Zimmerman, Mrs. Hackenberg

248

249 No – None

250

251

252 Mrs. Metzger requested Borough Council consideration to authorize Borough Management to approve
253 change orders for the Walnut Street Project up to a maximum of \$5,000.00, without requiring Borough
254 Council pre-authorization. Mrs. Metzger clarified that this would allow the Borough to keep the project
255 moving forward and on schedule.

256

257 Motion by: Tod M. Steese

258 Second by: Richard J. Fry

259

260 MOTION: To authorize Borough Management to approve change orders for the Walnut Street
261 Project up to a maximum of \$5,000.00, without requiring Borough Council pre-authorization.

262

263 Yes – Mr. Fry, Mr. Steese, Mr. Zimmerman, Mr. Berkheiser, Mrs. Hackenberg

264

265 No – None

266

267

268

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270

271 Mrs. Metzger provided Borough Council with an update on the status of the improvements at the
272 Mifflinburg Hose Company Building located at 325 Chestnut Street. Mrs. Metzger reported that
273 Providence Engineering Corporation has been working on the preliminary design for the 2016
274 Mifflinburg Hose Company Project. Mr. Rowe informed Borough Council that he received a preliminary
275 draft of the design earlier today; however he hasn't had a chance to review it.
276

277 Mrs. Metzger provided Borough Council with an update on the status of the Woodland Estates Water
278 Main Project. Mrs. Metzger reported that Borough Management has requested a proposal for the
279 engineering design work for the Woodland Estates Water Main Project from HRG, Inc. A proposal has
280 been received from HRG, Inc.; however due to some comments made by Borough Staff the proposal is
281 being amended. It's anticipated that Borough Council action will be requested to approve the revised
282 proposal at the Tuesday, June 21, 2016 regular Borough Council meeting.
283

284 Mrs. Metzger announced that the Borough had to delay the flushing of their hydrants which had been
285 scheduled for Wednesday, May 11, 2016. This was necessary due to the work on the Walnut Street water
286 main. The Borough will reschedule the hydrant flushing and re-advertise this work once their utility
287 projects have been completed.
288

289 Mrs. Metzger informed Borough Council that the Zoning Hearing Board met and voted on the Ritz
290 Finance request. Copies of this decision were previously distributed to Borough Council via email. Ritz
291 Finance has submitted another request for a variance, this one for the 3rd floor of the Rusty Rail building
292 located at 5 N. 8th Street. This hearing is scheduled for Thursday, June 2, 2016 at 7:00 PM. Borough
293 Council guidance is requested as to whether or not Mr. Runkle should attend this hearing on the
294 Borough's behalf. Mr. Runkle explained that Ritz Finance is requesting a variance from the definition of
295 Bed & Breakfast, Article II, Section 200, of the Mifflinburg Borough Zoning Ordinance to permit a Bed
296 & Breakfast be established on the 3rd floor of the Rusty Rail building. In accordance with §29-201,
297 "Applicable Definitions", a Bed & Breakfast/Inn is defined as overnight accommodations and a morning
298 meal in a dwelling unit, provided to transients for compensation. The Rusty Rail is currently in a
299 Commercial-Manufacturing Zoning District which allows a Bed & Breakfast and they have everything to
300 support a Bed & Breakfast; however the building is not classified as a dwelling unit which is required by
301 §29-201. Mr. Runkle provided Borough Council with some insight into this request. A lengthy
302 discussion was held; Mr. Steese expressed that he believes Mr. Runkle should attend this hearing on the
303 Borough's behalf. Mr. Runkle advised Borough Council that he thinks they should probably revisit the
304 rest of the discussion as to whether or not he should attend this hearing on the Borough's behalf during
305 executive session.
306

307 Mrs. Metzger reported that Mrs. Hackenberg has been working with Mrs. Sue Iddings, the chairperson for
308 the Zoning Hearing Board, and they have found a person to fill the unexpired term of Mr. Bryan Rohland
309 on the Zoning Hearing Board. Borough Council action is requested to appoint Ms. Bonnie Greeney to fill
310 the unexpired term on the Zoning Hearing Board with a term ending December 31, 2018.
311

312 Motion by: Tod M. Steese

313 Second by: Richard J. Fry
314

315 **MOTION: To appoint Ms. Bonney Greeney to fill the unexpired term on Mifflinburg Zoning**
316 **Hearing Board with a term ending December 31, 2018.**
317

318 Approved via unanimous voice vote.
319
320

321 Mrs. Metzger informed Borough Council that Mr. David Hines, Zoning Administrator for the Central
322 Keystone Council of Governments (CK-COG), is requesting that Borough Council consider adopting new
323 Zoning fees. A suggested fee schedule has been provided and is included in the information tonight for
324 Borough Council review. Mrs. Metzger recommended that this matter be referred to Committee for
325 review and direction. Mrs. Hackenberg directed the Finance Committee to schedule a meeting to discuss
326 the suggested fee schedule further.
327

328 Mrs. Metzger reported that Mockenhaupt Benefits Group (MBG) has provided an estimate to update the
329 Borough's Police Pension Ordinance to comply with the most current IRS requirements. A copy of the
330 estimate has been included in the information tonight for Borough Council consideration. Mrs. Metzger
331 informed Borough Council that MBG are proposing to draft a restated plan document that complies with
332 all current state and federal mandates for governmental pension plans. The drafting of the restated plan
333 document will be completed by the law firm of Eckert Seamans Cherrin & Mellott, LLC in conjunction
334 with MBG. After review of the document by all interested parties, MBG will make any revisions
335 necessary as requested by Borough Council. MBG are proposing to complete the document restatement
336 at a fee of \$4,000.00 to \$4,500.00. Mrs. Metzger clarified that Eckert Seamans Cherrin & Mellott, LLC is
337 not the Borough's Labor Attorney and inquired if this would cause any problems.

338 Mr. Runkle stated that he doesn't see this as a big issue; however he would contact the Borough's Labor
339 Attorney, Mr. Adam Santucci at McNees Wallace & Nurick LLC, to be safe. Mrs. Hackenberg directed
340 Mrs. Metzger to contact the Borough's Labor Attorney and bring back to Borough Council at the
341 Tuesday, June 21, 2016 regular Borough Council meeting.

342
343 Mrs. Metzger reported that M&T Bank, the Administrator for the Police Pension Plan, has contacted the
344 Borough to schedule the annual meeting to review the plan's performance. They have proposed either
345 May 31st or June 7th, 2016. Borough Council action is requested to schedule this required meeting.

346
347 Mr. Berkheiser scheduled the annual meeting with M&T Bank to review the Police Pension Plan's
348 performance for Tuesday, June 7, 2016 at 7:00 PM. Mrs. Metzger clarified that she would have Chief
349 Bickhart notify the Mifflinburg Police Officers.

350
351 Mrs. Metzger reported that Mr. Bradley Sauers has passed the Water Operator's Examination and is now
352 prepared to apply for his license. That makes both licenses as we required. Mrs. Metzger recommended
353 that a \$0.50/hr. merit raise be given to Mr. Sauers.

354
355 Motion by: Paul E. Bottiger
356 Second by: Tod M. Steese

357
358 MOTION: To give Mr. Bradley Sauers a \$0.50/hr. merit raise, effective as soon as Mr. Sauers
359 physically receives his license.

360
361 Yes – Mr. Steese, Mr. Zimmennan, Mr. Berkheiser, Mr. Bottiger, Mr. Fry, Mrs. Hackenberg

362
363 No – None

364
365 Mrs. Metzger requested an executive session to discuss several personnel matters and potential litigation.

366
367
368 Mayor Cooney informed Borough Council that they received a copy of the Monthly Police Report for
369 April 2016 included in the information tonight.

370
371 Mayor Cooney reported that Mr. Harrison Martin, Captain of the Mifflinburg Community Ambulance
372 Association, has contacted him to request authorization to attend the Rodeo at the Mifflinburg VFW
373 Carnival Grounds on May 20-22, 2016. Mayor Cooney clarified that the Rodeo was not included with the
374 2016 Special Events that the Mifflinburg Community Ambulance Association previously submitted.
375 Borough Council action is request to add the Rodeo to the 2016 Special Events for the Mifflinburg
376 Community Ambulance Association.

377
378 Motion by: Tod M. Steese
379 Second by: Paul E. Bottiger

380
381 MOTION: To add the Rodeo to the 2016 Special Events for the Mifflinburg Community
382 Ambulance Association.

383
384 Approved via unanimous voice vote.

385
386
387 Chief Bickhart presented Borough Council with some Monthly Highlights for the Mifflinburg Police
388 Department for April 2016.

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405 Chief Bickhart informed Borough Council that he received a letter of notification of Mr. Ross M. Mitchell
406 resignation from his role as Patrolman of the Mifflinburg Police Department which reads as follows:
407

408 Dear Chief Bickhart,

409
410 Please accept this letter as notification of my resignation from my role as Patrolman of the
411 Mifflinburg Police Department. My last day with the agency will be June 19, 2016. I
412 respectfully request you confirm with the Borough Manager my notified date of vesting of June
413 15, 2016 and allow this notice to serve as my intention to vest my pension and receive a deferred
414 benefit. I am returning to private sector work in the field of construction and have accepted a
415 position as an equipment operator for Fairchild Brothers Inc.
416

417 You have been a great supervisor and I am grateful for the time we've had working together.
418 Your patience of me as a new police officer, while learning and training is credit to my ability to
419 complete the past 14 years as a police officer. I have enjoyed this agency as if it is my family
420 and will miss all of our department members. I would like to thank you as well as my other
421 seniors and subordinates who have worked with me as a team.
422

423 During the next month I assure you my support in the handover of jobs and training. I know
424 such changes are often not easy for involved police department members. I do not want to
425 weigh down anyone else's workload and am pulling together all of the notes needed to make the
426 transition smooth. I welcome anyone from the agency calling me with any questions after my
427 departure.

428 With respect,
429 Ross M. Mitchell

430
431 A copy of the letter has been included in the information tonight. Borough Council action is requested to
432 accept Mr. Mitchell's letter of resignation.
433

434 Motion by: Tod M. Steese
435 Second by: Paul E. Bottiger
436

437 **MOTION: To accept the resignation of Mr. Ross M. Mitchell as a full-time Police Officer for the**
438 **Borough of Mifflinburg effective Wednesday, June 15, 2016.**
439

440 Mayor Cooney stated that Mr. Mitchell was an asset to the Mifflinburg Police Department and that it's a
441 shame to see him go. Chief Bickhart agreed with Mayor Cooney and added that Mr. Mitchell was a great
442 Police Officer, but Mr. Mitchell has to do what's right for him.
443

444 Approved via unanimous voice vote.
445

446
447 Mr. Steese expressed that he believes a letter should be sent to Mr. Mitchell from Borough Council.
448

449 Chief Bickhart requested that Borough Council take action to request that the Mifflinburg Civil Service
450 Commission provide an Eligibility List to start the process of replacing Mr. Mitchell.
451

452 Motion by: Troy A. Berkheiser
453 Second by: Paul E. Bottiger
454

455 **MOTION: To request that the Mifflinburg Civil Service Commission provide an Eligibility List.**
456

457 Approved via unanimous voice vote.
458

459
460 Mrs. Metzger clarified that she would notify Mr. Michael E. Snook, Chairman of the Mifflinburg Civil
461 Service Commission that there has been a resignation from the Mifflinburg Police Department and request
462 that an Eligibility List be provided as soon as possible.
463

464 Chief Bickhart announced that the Mifflinburg Police Department purchased a 2016 Ford Police
465 Interceptor 4 Door AWD on Tuesday, March 29, 2016 from Tri-Star Motors. The new unmarked police
466 vehicle is now in service.
467

468 Chief Bickhart informed Borough Council that he receive an estimate for the Park Cameras System for
469 \$23,000.00 from Keystone Communications. A discussion was held; Borough Council directed Chief
470 Bickhart to look at other options.
471
472

473 Chief Bickhart requested an executive session to discuss personnel matters.

474

475 Mr. Steese congratulated the Mifflinburg Hose Company located at 325 Chestnut Street on receiving their
476 newest addition to the fleet. The 2016 Sutphen truck, a new hybrid pumper-tanker, is now in service. It
477 pumps water at 2,000 gallons a minute with on-board storage of 3,000 gallons. There's an additional
478 3,000 gallon portable tank.

479

480 Mr. Steese requested an executive session to discuss personnel matters.

481

482 Mr. Berkheiser scheduled a Finance Committee meeting for Tuesday, June 7, 2016 at 8:00 PM to further
483 review and discuss the Zoning fee schedule.

484

485 Mr. Fry announced that there was a Streets and Property Committee meeting held on Tuesday, May 3,
486 2016 to discuss the possibility of a brush drop-off for Borough residents. A summary has been prepared
487 of what is being proposed which reads as follows:

488

489 The Mifflinburg Brush Pile is located at the Recycling Center, West of Mifflinburg on Industrial
490 Parkway. It will be open, May through November. Items will be accepted on the first Saturday
491 of each month. Hours of operation are from 8:00 AM to 11:00 AM.

492

493 Any resident who wishes to use the brush pile, will have to provide a current utility bill as proof
494 of residency. There is a limit of one pick-up truck load per month per household. This will be
495 run on a first come, first serve basis. There will be no drop and go loads allowed.

496

497 Borough Staff will be on hand to direct you where to place your recycling and to assist in the
498 unloading of your vehicle. For your safety, only Borough Staff will be allowed to place items in
499 to the chipper.

500

501 The following items will be accepted at the Mifflinburg Brush Pile.

502

503 1. ACCEPTED: Brush, branches, tree limbs only. Note: tree limbs will be no larger than 4" in
504 diameter and no longer than 6 feet in length.

505

506 2. NOT ACCEPTED: Garden residue, leaves, twigs, vines, soft stemmed plants, weeds, grass
507 clippings, tree stumps, bushes with roots, roots, dirt, rocks or soil debris. No building
508 material or scrap lumber.

509

510 A copy of the summary has been included in the information tonight for Borough Council review.
511 Borough Council action is requested to approve this additional service.

512

513 Motion by: Paul E. Bottiger

514 Second by: Duane L. Zimmerman

515

516 MOTION: To adopt the brush drop-off services for the Borough of Mifflinburg as outlined by Mr.
517 Fry.

518

519 Mrs. Hackenberg inquired how the Borough Maintenance Employees reacted to working on Saturdays for
520 the brush drop-off services. Mrs. Metzger reported that she didn't receive a real favorable response from
521 any of the Borough Maintenance Employees.

522

523 Mr. Bottiger inquired how the Borough would notify the residents. Mrs. Metzger stated that the Borough
524 would place an article in the *Mifflinburg News & Views* and on the Borough's website.

525

526 Approved via unanimous voice vote.

527

528

529 Mrs. Metzger clarified that the brush drop-off services would begin in July in order to allow time to
530 advertise these services.

531

532 Mayor Cooney presented Borough Council with an update for the Mifflinburg Regional Economic
533 Development (MRED) Alliance. Mayor Cooney announced that there is a new business coming to the
534 300 block and the 500 block of Chestnut Street.

535

536 Mr. Runkle requested an executive session to discuss potential litigation.

537

538 Mrs. Hackenberg directed Borough Council members to have their list of what changes they would like to
539 see for the Police Contract prepared by Tuesday, June 14, 2016.

540

541 Mayor Cooney informed Borough Council that he participated in or will be participating in the following
542 meetings or events:

- 543
- 544 • The Mifflinburg Safety Fair scheduled for Wednesday, June 8, 2016 from 5:00 PM to 8:00
- 545 PM at the Mifflinburg Community Park.
- 546 • A meeting with the Kiwanis Club.
- 547 • The Arbor Day celebration that was held on Friday, April 29, 2016 at 10:00 AM at the
- 548 Mifflinburg Community Park.
- 549

550 Mrs. Metzger reported that she received a request from Mr. Eldon Hoy, the Athletic Director for the
551 Mifflinburg Area School District (MASD); Mr. Hoy is requesting permission to utilize the Little League
552 Softball Field on North 8th Street for practices and games for a 7/8th grade girls' softball team during the
553 2016 fall season. Practices would begin during the week of August 15th, with games starting on or near
554 September 5th and ending around October 8th. Borough Council action is requested on this matter.
555

556 Motion by: Troy A. Berkheiser

557 Second by: Paul E. Bottiger

558

559 **MOTION: To approve Mr. Eldon Hoy's request to utilize the Little League Softball Field on North**
560 **8th Street for practices and games for a 7/8th grade girls' softball team during the 2016 fall season.**

561

562 Approved via unanimous voice vote.

563

564

565 Mr. Rowe provided Borough Council with an update on the status of the lintels at the Borough Building
566 that are not anchored in place. A preliminary quote for this work was obtained in the amount of
567 \$8,500.00. Mr. Rowe reported that he has received a few additional quotes; however he doesn't feel
568 comfortable making a recommendation until he receives another quote or two (2) would.
569

570

571 Mrs. Hackenberg called an executive session to discuss potential litigation and personnel matters. An
572 executive session was held from 8:56 PM to 9:57 PM.
573

574

575

576 Motion by: Tod M. Steese

577 Second by: Richard J. Fry

578

579 **MOTION: To authorize Chief Bickhart to advertise for full-time and part-time Police Officers for**
580 **the Mifflinburg Police Department.**

581

582 Approved via unanimous voice vote.

583

584

585 Motion by: Tod M. Steese

586 Second by: Duane L. Zimmerman

587

588 **MOTION: To give Mr. Craig Lewis a \$0.50/hr. merit raise.**

589

590 Yes – Mr. Zimmerman, Mr. Berkheiser, Mr. Bottiger, Mr. Fry, Mr. Steese, Mrs. Hackenberg

591

592 No – None

593

594

595 Motion by: Troy A. Berkheiser

596

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

598

599 Approved via unanimous voice vote.

600

601

602 Meeting adjourned at 9:58 PM.

603

604 Respectfully Submitted,

605

606

607 Misty L. Ross

Assistant Borough Secretary