

MINUTES OF MIFFLINBURG BOROUGH COUNCIL
January 21, 2014

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	PRESENT	ABSENT
Michael E. Snook, Council President	X	
Beverly L. Hackenberg, Vice President	X	
Troy A. Berkheiser, Council Member	X	
Paul E. Bottiger, Council Member	X	
Bryan E. Rohland, Council Member	X	
Tod M. Steese, Council Member	X	
David M. Cooney, Mayor	X	
Jeremiah D. Runkle, Solicitor	X	
Douglas R. Bickhart, Chief of Police	X	
Margaret A. Metzger, Borough Manager	X	
Misty L. Ross, Assistant Secretary	X	

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

Visitors present at this meeting were Murrie Zlotziver, Cherie Ross, Charlie Ross, Justin Ross, and Darwin Swope.

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

MOTION: To approve the minutes of the Tuesday, December 17, 2013 regular meeting of Mifflinburg Borough Council.

Approved via unanimous voice vote.

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

MOTION: To approve the minutes of the Monday, January 6, 2014 Reorganizational meeting of Mifflinburg Borough Council.

Approved via unanimous voice vote

Mrs. Metzger informed Borough Council that Bill List #2014-01 is lower than normal this month due to the final check run for 2013, Bill List #2013-13. Borough Council action is requested to approve payment of Bill List #2014-01 in the amount of \$206,185.97.

Motion by: Beverly L. Hackenberg
Second by: Troy A. Berkheiser

MOTION: To approve payment of Bill List #2014-01 in the amount of \$206,185.97.

Yes – Mr. Berkheiser, Mr. Bottiger, Mrs. Hackenberg, Mr. Rohland, Mr. Steese, Mr. Snook

No – None

Mr. Murrie Zlotziver, Elm Street Manager for Mifflinburg Heritage & Revitalization Association (MHRA), and Ms. Cherie Ross, Main Street Manager for MHRA, attended tonight's meeting with regard to the 3rd Annual MayFest/2nd Annual WineFest events. Mr. Zlotziver reported that the MayFest event has grown initially from a small community event to adding the wine component to assist with the sustainability of MHRA, since MHRA no longer sponsors the Mifflinburg Christkindl Market. The MayFest/WineFest events are scheduled for Saturday, May 17, 2014. Borough Council action is requested to approve the following road closures:

1. Quarry Road from 4th Street to 6th Street (this was approved last year).
2. 5th Street from Quarry Road to Green Street (this was approved last year).
3. Green Street from 5th Street to 6th Street (new request this year).

66 Ms. Ross distributed a packet of information for Borough Council review which included a layout/plan
67 and a brief overview for the MayFest/WineFest events. Ms. Ross informed Borough Council that
68 MHRA has surveyed the roads requested for closure and clarified the following:

- 69 1. All occupied homes have access from the alley on the rear of the residence.
- 70 2. All occupied homes have access to parking on the rear of their residence from the alley.
- 71 3. The alley on the back of Green Street provides emergency access to all buildings.
- 72 4. Quarry Road itself will not have traffic and will be opened only for vendors allowing
73 emergency access on the Quarry Road side.
- 74 5. Craft vendors will be on only one (1) side of the street on Green Street from 5th Street to 6th
75 Street.
- 76 6. Food vendors will be on 5th Street from the Elias Center for the Performing Arts (located at
77 212-214 South 5th Street) to Green Street.
- 78
- 79

80 MHRA is requesting that Green Street from 5th Street to 6th Street be closed to permit better traffic flow
81 through the entire event. The WineFest event is totally separated from the other event areas. There will
82 be activities held at the Elias Center for the Performing Arts (located at 212-214 South 5th Street), the
83 Gutelius Log House Museum (located at 433 Green Street), the Weirick House (located at 308 Market
84 Street) and the Mifflinburg Buggy Museum (located at 598 Green Street). The closure of Green Street
85 from 5th Street to 6th Street will effectively drive more people from the hub of the Elias Center for the
86 Performing Arts/Gutelius Log House Museum/Weirick House to the Mifflinburg Buggy Museum. Mr.
87 Rohland inquired what safety measure would be taken with regard to anyone who is intoxicated at the
88 WineFest event. Ms. Ross reported that security guards will be provided for the duration of the
89 WineFest event and will be authorized to remove the wristband of anyone who appears to be under the
90 influence. The wineries are all very experienced and know when someone is intoxicated. Guidelines for
91 wine vendors will be provided to the wineries including what to do if someone appears intoxicated,
92 where first aid is available, no one without a wristband will be served, etc. Designated drivers will also
93 be available. A discussion was held; Mayor Cooney recommended that the proposed MayFest/WineFest
94 events be referred to a Public Safety Committee meeting to be discussed further. Mr. Snook referred the
95 proposed MayFest/WineFest events to a Public Safety Committee meeting to be discussed further.

96
97 Ms. Ross distributed a packet of information for the newly elected Borough Council members to get
98 them better acquainted with MHRA; what MHRA has accomplished and what they plan to accomplish.

99
100 Mr. Berkheiser inquired if the proposed MayFest/WineFest events would benefit the Mifflinburg Buggy
101 Museum (located at 598 Green Street). Mr. Zlotziver stated that the Mifflinburg Buggy Museum will be
102 opened and charging admission during the MayFest/WineFest events. Ms. Ross added that the
103 Mifflinburg Buggy Museum will have their own fundraising events; buggy rides, making ice cream and
104 things like that. Mayor Cooney clarified that he would email Mr. Zlotziver with the date and time of the
105 Public Safety Committee meeting.

106
107 Mr. Justin Ross, Project Manager at Larson Design Group, attended tonight's meeting to provide
108 Borough Council with an update on the design and costs for the New Communities Program Elm Street
109 Project – Phase III. Mr. Ross distributed a copy of the layout/plan for the Streetscape Project to
110 Borough Council. Mr. Ross detailed that the original funding through this program has made possible
111 the completion of the Streetscape Project on 5th Street from Market Street to Quarry Road on both sides
112 of the street as well as on Market Street between 3rd Street and 4th Street on the North side of the street.
113 The additional funding will allow for the continuation of the Streetscape Project which will include the
114 installation of new sidewalks, curbs, streetlights, and trees along Green Street between 5th Street and 6th
115 Street on both sides of the street. Mr. Ross informed Borough Council that the design estimate for
116 construction came in at around \$150,000.00. The Residential Reinvestment funds that were secured
117 from the Pennsylvania Department of Community and Economic Development (DCED) for year four
118 (4) was in the amount of \$250,000.00, a surplus of roughly \$100,000.00. Borough Council direction is
119 required on how to proceed with the bidding of this project. A lengthy discussion was held regarding
120 how the remaining Residential Reinvestment funds for year four (4) may be allotted. Mrs. Metzger
121 clarified that the application for continued financing for the Elm Street Grant for New Communities
122 Program Elm Street Project had to be filed by the Borough of Mifflinburg as the Grantee. Mrs. Metzger
123 informed Borough Council that additional Operational and Residential Reinvestment funds may be
124 requested for year five (5) once the Streetscape Project has been completed. Mrs. Metzger expressed
125 that she's concerned with completing the Streetscape Project within the required deadline of June 30,
126 2014 and recommended that a letter amendment be submitted to DCED to request an extension in order
127 to allow time to apply for additional Operational funds and hopefully additional Residential
128 Reinvestment funds as well. Mr. Snook expressed that he believes a letter amendment should be
129 submitted to DCED to request an extension for the application for continued financing for the Elm Street
130 Grant for New Communities Program Elm Street Project and increase the scope of the Elm Street
131 Project to incorporate additional streetscape work.

133 Mr. Berkheiser inquired if the application for continued financing for the Elm Street Grant for New
134 Communities Program Elm Street Project requires that the Borough make a match. Mrs. Metzger stated
135 that the application for continued financing for the Elm Street Grant for New Communities Program
136 Elm Street Project requires that the Borough make a 10% match. Mr. Steese suggested that the
137 remaining Residential Reinvestment funds for year four (4) be allotted to allow for the continuation of
138 the Streetscape Project along Green Street between 4th Street and 5th Street. Mr. Ross stated that from
139 his standpoint, he is okay with whatever Borough Council decides and offered to conduct a walk
140 through to review Green Street and determine what areas are in need of repair.

141
142 Motion by: Paul E. Bottiger
143 Second by: Troy A. Berkheiser
144

145 **MOTION: To submit a letter amendment to the Department of Community and Economic**
146 **Development (DCED) to request an extension for the application for continued financing for the**
147 **Elm Street Grant for New Communities Program Elm Street Project and increase the scope of**
148 **project to incorporate additional streetscape work.**
149

150 Approved via unanimous voice vote
151

152
153 Mr. Justin Ross, Project Manager at Larson Design Group, inquired if Borough Council had any further
154 questions or comments regarding the New Communities Program Elm Street Project – Phase III. Mr.
155 Ross informed Borough Council that he anticipates that the Streetscape Project should go out to bid by
156 June of 2014 and begin after the MayFest/WineFest events. Mr. Runkle clarified that Mr. Murrie
157 Zlotziver and Mr. Ross would be conducting a walk through to review Green Street and determine what
158 areas are in need of repair and report this back to Borough Council.

159
160 Mr. Darwin Swope, Legislative Aide to State Representative Fred Keller (R-85th District), introduced
161 himself and informed Borough Council that House Bill 1060: An Act amending Titles 74
162 (Transportation) and 75 (Vehicles) of the Pennsylvania Consolidated Statutes has been passed which
163 contains the Prevailing Wage Legislation which would raise the threshold of the Prevailing Wage Act
164 from \$25,000.00 to \$100,000.00 for Transportation Projects only, beginning in 2014. Mr. Runkle
165 inquired if House Bill 1060 includes a definition for transportation. Mr. Swope stated that there is not a
166 definition for transportation included in House Bill 1060. Mr. Swope informed Borough Council that he
167 contacted PennDOT District Municipal Services regarding this matter; PennDOT District Municipal
168 Services suggested that Mr. Swope directed all inquiries to House Bill 1060 and it would come down to
169 the Solicitor's interpretation. Mr. Swope advised Mr. Runkle to contact Mr. Brian Haight, Municipal
170 Services Specialist at PennDOT District 3-0, to see what he recommends.

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172
173 Motion by: Tod M. Steese
174 Second by: Beverly L. Hackenberg
175

176 **MOTION: To approve the Mifflinburg Borough Zoning Report for December 2013 and authorize**
177 **payment to the Central Keystone Council of Governments (CK-COG) in the amount of \$67.50.**
178

179 Yes – Mr. Bottiger, Mrs. Hackenberg, Mr. Rohland, Mr. Steese, Mr. Berkheiser, Mr. Snook
180

181 No – None
182

183
184 Mrs. Metzger informed Borough Council that Mr. Snook has established the list of Council Committees
185 for 2014. A copy of these Committees has been included in tonight's information.
186

187 Mrs. Metzger provided Borough Council with an update on the Chestnut Street Reconstruction Project.
188 Mrs. Metzger reported that the Borough has been receiving some complaints about the new sidewalks in
189 the Chestnut Street Reconstruction Project area. There have been quite a few reports of cracked
190 sections and problems with ice due to water not draining properly on the roadway. These complaints
191 have been forwarded to PennDOT personnel and will be further evaluated during the spring "walk
192 through". PennDOT has also informed Borough Management that there are some outstanding issues
193 with the funding codes for this project and they will be providing the Borough with an updated
194 Reimbursement Agreement once all of this is worked out. The Reimbursement Agreement will be
195 amended to include these outstanding funding code adjustments and the additional paving work that the
196 Borough requested. PennDOT expects to have the revised Reimbursement Agreement to the Borough
197 by late January.
198

199 Mrs. Metzger informed Borough Council that the PennDOT has submitted Invoice: 033608 009 in the
200 amount of \$11,844.80 for the Borough's share of the Chestnut Street Reconstruction Project.
201 Management has reviewed the invoice and a copy of the invoice is included in the information tonight
202 for Borough Council review. Borough Council action is requested to approve payment of this invoice.

203
204 Motion by: Beverly L. Hackenberg
205 Second by: Bryan E. Rohland

206
207 **MOTION: To approve payment of Invoice: 033608 009 to PennDOT in the amount of \$11,844.80**
208 **for the Borough's share of the Chestnut Street Reconstruction Project.**

209
210 Yes -- Mrs. Hackenberg, Mr. Rohland, Mr. Steese, Mr. Berkheiser, Mr. Bottiger, Mr. Snook
211
212 No -- None

213
214
215 Mrs. Metzger requested Borough Council action to re-appoint Mr. Ron Bollinger as Park Director and
216 Mr. Matt Wells as Assistant Park Director for the 2014 Season at the Mifflinburg Community Park/Pool.

217
218 Motion by: Beverly L. Hackenberg
219 Second by: Troy A. Berkheiser

220
221 **MOTION: To re-appoint Mr. Ron Bollinger as Park Director and Mr. Matt Wells as Assistant**
222 **Park Director for the 2014 season at the Mifflinburg Community Park/Pool.**

223
224 Approved via unanimous voice vote
225
226

227 Mrs. Metzger requested that a Park/Property Committee meeting be scheduled to discuss the upcoming
228 park season, including pay rates, and to determine what, if any, changes should be made regarding the
229 cost of swimming lessons and how the concessions are to be handled.

230
231 Mrs. Metzger reported that the Department of Conservation and Natural Resources (DCNR) Community
232 Conservation Partnership Program Small Community Recreation Grant applications are being accepted.
233 The deadline for applications is Wednesday, April 16, 2014. Borough Council direction is required as to
234 what if any application should be made by the Borough. A discussion was held; Mrs. Metzger requested
235 that a Park/Property Committee meeting be scheduled to discuss this matter further.

236
237 Mrs. Metzger informed Borough Council that she has resubmitted the application for a permit
238 amendment to the Department of Environmental Protection (DEP) for the National Pollutant Discharge
239 Elimination System (NPDES) Permit to request that the Chronic Toxicity testing requirements for the
240 Wastewater Treatment Plant be reduced from quarterly to annually, based on the results achieved over
241 the last four (4) tests completed in 2013. Mrs. Metzger stated that she will schedule the 1st quarter of
242 WETT testing to be completed in March of 2014, with the hopes that the amendment can be reviewed
243 prior to the 2nd quarter testing in June, and then the March test can serve as our annual test for 2014.

244
245 Mrs. Metzger provided Borough Council with an update on the status of the 2nd large closed shaft raw
246 water pump located in the Headworks of the Wastewater Treatment Plant. Mrs. Metzger reported that
247 the pump was replaced on January 14-16, 2014. Once this pump has been properly tested the Borough
248 will be requesting that Mrs. Erin Threet, HRG, Inc., perform some evaluations and help get the four (4)
249 pumps altered to run in the most efficient manner possible, now that all of the repairs have been
250 completed. The replacement of the two (2) large closed shaft raw water pumps have resulted in some
251 excess materials. The old pumps included a closed metal shaft to house the pump as well as two (2)
252 large motors. Mrs. Metzger requested direction from both Mr. Runkle and Borough Council regarding
253 disposal of these items. It is being suggested that the shafts be scrapped at a local metal recycling
254 facility and that perhaps the motors could be advertised for sale. Mrs. Metzger informed Borough
255 Council that Mr. Jason Mitchell, the Borough Public Works Supervisor, has researched the motors
256 online and they are worth anywhere from \$400.00 to \$1,700.00. A discussion was held; Mr. Runkle
257 directed the Borough to dispose of these items however they desire, since the average value does not
258 exceed the Borough Code limits.

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265 Mrs. Metzger informed Borough Council that the Borough Maintenance Employees continue with some
266 leak detection work on the Borough's water distribution system. The monthly reports have been
267 trending with a higher unaccounted for number than normal for the Borough's system. Mrs. Metzger
268 reported that due to the cold weather there were some leaks that have surfaced in the Borough. There
269 was a fairly significant leak that occurred at Elkay Manufacturing Company (100 Industrial Park Road).
270 The Borough doesn't believe the leak had anything to do with the cold; they believe the cold helped the
271 leak to surface. There was another leak that occurred at a service on Thompson Street. Mrs. Metzger
272 clarified that there are some things surfacing; however there's something big that we are missing. The
273 Borough Maintenance Employees will continue with leak detection work.

274
275 Mrs. Hackenberg inquired if an article could be place in the "Mifflinburg News & Views" to inform the
276 Borough residents and seek their assistance with locating the leaks, what to look for. Mrs. Metzger
277 stated that she could place an article in the "Mifflinburg News & Views" and clarified that the Borough
278 is looking for an area that is wet for no apparent reason; where running water is somewhere, where there
279 wasn't water before.

280
281 Mrs. Metzger reported that she and Wastewater Treatment Plant Operators will be working to gather the
282 required information for the Borough Engineer to use to file the Annual Chapter 94 Report with the
283 Department of Environmental Protection (DEP) for the sewer system. This report is due in March of
284 2014.

285
286 Mrs. Metzger reported that she will be working to submit an updated Corrective Action Plan update for
287 the Borough's sewer system. This is a requirement of the Department of Environmental Protection
288 (DEP) since the Borough had been placed on connection bans in the recent past due to problems with
289 sewer inflow and infiltration. This report should be filed prior to the Chapter 94 Report.

290
291 Mrs. Metzger provided Borough Council with an update on the status of the Cherry Alley
292 Reconstruction Project. Mrs. Metzger reported that the Borough Engineer has submitted the preliminary
293 plans for the Cherry Alley Project. Mrs. Metzger informed Borough Council that she and Mr. Jason
294 Mitchell, the Borough Public Works Supervisor, have reviewed the proposed bid specifications; overall
295 they're pretty much what we expected. Borough Council action is requested to authorize advertisement
296 for bids for the Cherry Alley Reconstruction Project.

297
298 Motion by: Paul E. Bottiger
299 Second by: Beverly L. Hackenberg

300
301 **MOTION: To authorize advertisement for bids for the Cherry Alley Reconstruction Project.**

302
303 Approved via unanimous voice vote

304
305
306 Mr. Rohland inquired if the Cherry Alley Reconstruction Project is considered a Transportation Project.
307 Mr. Runkle stated that he don't know how the Cherry Alley Reconstruction Project would not be
308 considered a Transportation Project. A discussion was held; Mrs. Metzger reported that she believes the
309 estimated construction cost for this project was around \$130,000.00. Mrs. Metzger clarified that she
310 would mention this matter to Mrs. Erin Threet, HRG, Inc.

311
312 Mrs. Metzger informed Borough Council that the 2014 Budget includes replacement of a manhole and
313 some sewer lines on East Green Street. Mrs. Metzger requested Borough Council action to authorize her
314 to solicit a not-to-exceed price from HRG, Inc. to design, prepare bid specifications, and perform
315 construction management for this project. Mrs. Metzger clarified that preliminary discussions estimate
316 the cost of this work to be between \$5,500.00 and \$7,000.00.

317
318 Motion by: Tod M. Steese
319 Second by: Paul E. Bottiger

320
321 **MOTION: To authorize Mrs. Metzger to solicit a not-to-exceed price from HRG, Inc. to design,**
322 **prepare bid specifications, and perform construction management for replacement of a manhole**
323 **and some sewer lines for the East Green Street Project.**

324
325 Approved via unanimous voice vote

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331 Mrs. Metzger informed Borough Council that the 2014 Budget also includes the replacement of the roof
332 at the Mifflinburg Hose Company Building located at 325 Chestnut Street. Mrs. Metzger requested
333 Borough Council action to authorize her to solicit a not to-exceed-fee proposal from Ms. Stefanie
334 English, Larson Design Group, for the design, preparation of bid specifications and construction
335 management for this project.

336
337 Motion by: Troy A. Berkheiser
338 Second by: Beverly L. Hackenberg
339

340 **MOTION: To authorize Mrs. Metzger to solicit a not-to-exceed proposal from Ms. Stefanie**
341 **English, Larson Design Group, for the design, preparation of bid specifications and construction**
342 **management for replacement of the roof at the Mifflinburg Hose Company Building located at**
343 **325 Chestnut Street.**

344
345 Mr. Bottiger inquired if the Mifflinburg Hose Company still had plans to build a new Fire House. Mr.
346 Steese reported that the Mifflinburg Hose Company sold the land they previously purchased and are no
347 longer planning to build a new Fire House in the Borough.

348
349 Approved via unanimous voice vote
350

351
352 Mr. Rohland directed Mrs. Metzger to contact him once the proposals have been received for the
353 replacement of the roof at the Mifflinburg Hose Company Building located at 325 Chestnut Street, so he
354 can review the proposals.

355
356 Mrs. Metzger reminded Borough Council that the traffic ordinance had been authorized for adoption at
357 the tonight's meeting; however due to recent questions and changes, action on this ordinance will be
358 requested to be deferred until the Tuesday, February 18, 2014 regular Borough Council meeting, so that
359 the changes can be properly advertised. Mrs. Metzger clarified that Mr. Runkle will provide her with a
360 revised copy of the traffic ordinance to distribute to Borough Council. Mr. Runkle inquired if there
361 were any other changes that needed to be made to the traffic ordinance. A discussion was held
362 regarding the recent questions and changes; Mr. Runkle directed Borough Council to provide him with
363 any additional changes by the end of the week.

364
365 Mrs. Metzger informed Borough Council that Mr. Neal Lewis, of Lewis, Barlett, Klees, is scheduled to
366 begin the 2013 Audit on Monday, February 24, 2014 through Friday, March 7, 2014.

367
368 Mrs. Metzger reported that the Borough will be upgrading its Financial and Billing Software in March
369 of 2014. This work will involve all office employees and may require that the Borough Office be closed
370 a few days in order for the Borough Staff to be properly trained to use the new programs. Borough
371 Council action is requested to authorize her to close the Borough Office as required for training.

372
373 Motion by: Beverly L. Hackenberg
374 Second by: Tod M. Steese
375

376 **MOTION: To authorize Mrs. Metzger to close the Borough Office as required for the Borough**
377 **Staff to be properly trained to use the new Financial and Billing Software Programs.**

378
379 Approved via unanimous voice vote
380

381
382 Mrs. Metzger reminded Borough Council that she has re-advertised the Project Manager/Supervisor
383 position. The deadline to submit applications was Wednesday, January 15, 2014. There were nine (9)
384 applications received. Mrs. Metzger requested that a Personnel Committee meeting be scheduled to
385 review the applications and determine the interview and selection process.

386
387 Mrs. Metzger requested Borough Council action to appoint two (2) delegates to the Union County Tax
388 Collection Committee. Mrs. Metzger informed Borough Council that she and Mr. Robert O. Brouse, Jr.,
389 former Borough Council President, were the previously appointed delegates to the Union County Tax
390 Collection Committee. The Union County Tax Collection Committee meets to re-organize on
391 Wednesday, January 22, 2014 at 6:00 PM at the Union County Government Center located at 155 North
392 15th Street in Lewisburg. A discussion was held; Mrs. Metzger and Mr. Snook both clarified that they
393 would be unable to attend this meeting due to prior commitments.

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398 Motion by: Tod M. Steese
399 Second by: Troy A. Berkheiser

400 **MOTION: To appoint Mrs. Margaret A. Metzger, Borough Manager, and Mr. Bryan E. Rohland,**
401 **Borough Council Member, to the Union County Tax Collection Committee as delegates.**

402
403
404 Approved via unanimous voice vote.

405
406
407 Mrs. Metzger requested Borough Council action to appoint Mr. Dave Hendricks, a resident of 318
408 Thompson Street, to a three (3) year term on the Mifflinburg Zoning Hearing Board as an Alternate.
409 Mrs. Metzger informed Borough Council that this appointment will fill all of the existing vacancies,
410 something that hasn't happened in a long time.

411
412 Motion by: Beverly L. Hackenberg
413 Second by: Tod M. Steese

414
415 **MOTION: To appoint Mr. Dave Hendricks, a resident of at 318 Thompson Street, to three (3)**
416 **year terms on the Mifflinburg Zoning Hearing Board.**

417
418 Approved via unanimous voice vote.

419
420
421 Mrs. Metzger provided Borough Council with an update on the status of the Town Clock, which is
422 installed on the tower at the First Lutheran Church located at 404 Market Street. Mrs. Metzger
423 reminded Borough Council that at the Monday, January 6, 2014 Reorganizational meeting of
424 Mifflinburg Borough Council Mr. Jeffrey L. Mensch, the First Lutheran Church Council President,
425 informed Borough Council that he would advertise for a Town Clock Winder in their newsletter to see if
426 there is anyone interested in taking over these duties within the church. Mrs. Metzger reported that Mr.
427 Mensch contacted her earlier today; there are three (3) applicants interested in taking over these duties
428 within the church as are as follows:

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1. The 1st applicant wanted \$25.00/week, which is significantly more than the Borough is willing to pay.
 2. The 2nd applicant is a 15 year old. Mrs. Metzger expressed the she don't believe appointing a 15 year old is a good idea especially with ladders involved.
 3. The 3rd applicant, Mr. Emil Stenger, is willing to accept the compensation of \$200.00/year.

436 Borough Council action is requested to appoint Mr. Emil Stenger as the Town Clock Winder for a
437 compensation of \$200.00/year for clock winding and maintenance.

438
439 Motion by: Paul E. Bottiger
440 Second by: Beverly L. Hackenberg

441
442 **MOTION: To appoint Mr. Emil Stenger as the Town Clock Winder for a compensation of**
443 **\$200.00/year for clock winding and maintenance.**

444
445 Yes – Mr. Rohland, Mr. Steese, Mr. Berkheiser, Mr. Bottiger, Mrs. Hackenberg, Mr. Snook

446
447 No – None

448
449
450 Mrs. Metzger requested an executive session to discuss potential litigation.

451
452 Mr. Runkle provided Borough Council with an update on the Third Street Bridge Relocation Project.
453 Mr. Runkle reported that he met with the PennDOT Central Office to better understand what they will
454 require and requested copies of all the information provided. Mr. Runkle stated that he has received the
455 information from PennDOT; however he hasn't had a chance to review the information.

456
457 Mayor Cooney informed Borough Council that they received a copy of the Monthly Police Report for
458 December 2013 included in the information tonight.

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465 Mayor Cooney reminded Borough Council that a Public Safety Committee meeting needs to schedule to
466 further discuss the proposed MayFest/WineFest Event. Mr. Steese stated that he inadvertently forgot his
467 schedule and inquired if he could send Mayor Cooney an email signifying when he is available to
468 conduct a Public Safety Committee meeting. Mayor Cooney directed Mr. Steese to send him a text
469 message signifying when he is available and clarified that he would extend invitations to the other
470 Public Safety Committee Members: the Fire Chief and Ambulance Captain.

471
472 Mayor Cooney informed Borough Council that they received a copy of the 2014 Special Events for the
473 Mifflinburg Hose Company included in the information tonight which reads as follows:

- 474 • The 4th of July Parade in Lewisburg (June 28, 2014).
- 475 • The Annual Fireman's Carnival (July 22 through July 26, 2014).
- 476 • The Annual Fireman's Parade (July 26, 2014).
- 477 • The Homecoming Parade.
- 478 • The Annual Fall Festival and Car Show (September 20, 2014).
- 479 • Safety presentations at the schools during fire prevention week.
- 480 • Open House and Fire Truck Rides.
- 481 • Traffic/road crossing at the Oktoberfest.
- 482 • Various local Fire Department Parades.

483
484
485 Mayor Cooney informed Borough Council that they received a copy of the 2014 Special Events for the
486 Mifflinburg Community Ambulance Association included in the information tonight which reads as
487 follows:

- 488 • Monthly Ambulance Board meetings.
- 489 • Mifflinburg Ambulance Annual Banquet.
- 490 • Activities (tours, programs) for Emergency Medical Services Week.
- 491 • Educational Programs and Tours.
- 492 • Ambulance Trainings and Continuing Education Classes.
- 493 • Mifflinburg Hose Company Fall Festival.
- 494 • Mifflinburg Hose Company Parade and Carnival.
- 495 • New Berlin Fire Company Parade.
- 496 • Lewisburg's Veteran's Day Parade.
- 497 • Mifflinburg Area School District Sporting Events.
- 498 • Mifflinburg Area School District Bands Competitions.
- 499 • Buffalo Valley Sportsman's Club Klondike Derby.
- 500 • R B Winter State Park Winterfest.
- 501 • Mifflinburg Fourth of July Activities – 5K, Fireworks
- 502 • Hidden Valley Fireworks
- 503 • Camp Mount Luther Race
- 504 • The Dam Half Race
- 505 • Tae Kwon Do Tournaments

506
507 Borough Council action is request to approve the 2014 Special Events for the Mifflinburg Hose
508 Company and the Mifflinburg Community Ambulance Association.

509
510 Chief Bickhart requested Borough Council action to approve the following 2014 Special Events for the
511 Mifflinburg Fire Police:

- 512 • Memorial Day.
- 513 • 4th of July Activities (5K Race, Kids Race, Pet Parade, Fireworks Traffic).
- 514 • Fireman's Parade.
- 515 • Homecoming Parade.
- 516 • Halloween Parade.
- 517 • Christkindl Market and Parades.
- 518 • Christmas Tree Lighting.

519
520
521 Motion by: Tod M. Steese
522 Second by: Beverly L. Hackenberg

523
524 **MOTION: To approve the 2014 Special Events for the Mifflinburg Hose Company, the**
525 **Mifflinburg Community Ambulance Association, and the Mifflinburg Fire Police as presented.**

526
527 Approved via unanimous voice vote.
528

529 Chief Bickhart presented Borough Council with some Monthly Highlights for the Mifflinburg Police
530 Department for December 2013.

531
532 Mrs. Hackenberg reminded Borough Council that a Personnel Committee meeting is requested to review
533 the applications for the Project Manager/Supervisor position and determine the interview and selection
534 process. Mrs. Metzger detailed the interview and selection process used the last time this position was
535 advertised. Mrs. Hackenberg directed Mr. Berkheiser and Mr. Steese to review the applications for the
536 Project Manager/Supervisor position prior to Tuesday, January 28, 2014; Mrs. Metzger to contact the
537 selected applicants to schedule telephone interviews; and then a Personnel Committee meeting will be
538 scheduled subsequent to the telephone interviews.

539
540 Mr. Bottiger scheduled a tentative Park/Property Committee meeting for Tuesday, February 11, 2014 at
541 7:00 PM to discuss the upcoming park season, pay rates, and determine what if any changes should be
542 made regarding the cost of swimming lessons and how the concessions are to be handled; as well as
543 discuss the Department of Conservation and Natural Resources (DCNR) Community Conservation
544 Partnership Program Small Community Recreation Grant application.

545
546 Mr. Snook announced that a new committee has been created called the Project Management
547 Committee; the purpose of this committee is to assist the Borough with overseeing projects until the
548 Project Manager/Supervisor position has been filled.

549
550 Mayor Cooney presented Borough Council with an update for the Mifflinburg Regional Economic
551 Development (MRED) Alliance. Mayor Cooney provided Borough Council with an update on the
552 following businesses in the Borough:

- 553
554 1. Service 1st Credit Union will be opening up shop at the Old bus garage, located at 52 E.
555 Chestnut Street.
556 2. He spoke to Mr. Benjamin M. Dietrich regarding the Old Borough Building located at 333
557 Chestnut Street; Mr. Dietrich indicated that he is hoping to be ready to rent the four (4)
558 apartments and the business space by February of 2014.

559
560 Mr. Runkle requested an executive session to discuss potential litigation.

561
562 Mayor Cooney informed Borough Council that he will be speaking with the Athenaeum Club next
563 month. The name of the organization, Athenaeum Club, was chosen because the word "Athenaeum"
564 means the study of literature and art. This organization also became known as the Civic Club of
565 Mifflinburg

566
567 Mr. Snook called an executive session to discuss potential litigation. An executive session was held
568 from 8:59 PM to 9:26 PM.

569
570
571
572 Motion by: Tod M. Steese

573
574 **MOTION: To adjourn the Mifflinburg Borough Council meeting.**

575
576 Approved via unanimous voice vote.

577
578
579 Meeting adjourned at 9:27 PM.

580
581 Respectfully Submitted,

582
583
584 Misty L. Ross
585 Assistant Borough Secretary