

1 MINUTES OF MIFFLINBURG BOROUGH COUNCIL  
2 February 16, 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  
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 Beth Holmes, Joannah Skucek, and Anthony Ludovico.

21  
22 Mrs. Hackenberg conducted a Public Hearing for Ordinance No. 2016-01; Amending Chapter 1  
23 *Administration and Government, Part 7 General Employee Benefits, Subpart B Deferred Compensation*  
24 *Plan* to freeze participation in that existing plan.

25  
26 Mr. Runkle explained that the Borough to this point has had a Deferred Compensation Plan, also known as  
27 a 457 Plan, which references the Internal Revenue Code section under which it was adopted. For a variety  
28 of reasons the Borough is choosing to freeze or terminate participation in that plan. Any contributions that  
29 have been made by the Borough employees will still remain and the employees will have access to those  
30 contributions under the terms of the existing plan as they retire.

31  
32 There being no further comments or discussion the hearing concluded at 7:03 PM.

33  
34 Motion by: Troy A. Berkheiser  
35 Second by: Paul E. Bottiger

36  
37 MOTION: To adopt Ordinance No. 2016-01; Amending Chapter 1 *Administration and Government,*  
38 *Part 7 General Employee Benefits, Subpart B Deferred Compensation Plan* to freeze participation in  
39 that existing plan.

40  
41 Approved via unanimous voice vote.

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43  
44 Motion by: Tod M. Steese  
45 Second by: Paul E. Bottiger

46  
47 MOTION: To approve the minutes of the Tuesday, January 19, 2016 regular meeting of Mifflinburg  
48 Borough Council.

49  
50 Approved via unanimous voice vote.

51  
52  
53 Motion by: Troy A. Berkheiser  
54 Second by: Paul E. Bottiger

55  
56 MOTION: To approve payment of Bill List #2016-02 in the amount of \$310,236.30.

57  
58 Yes – Mr. Berkheiser, Mr. Bottiger, Mr. Fry, Mr. Steese, Mr. Zimmerman, Mrs. Hackenberg

59  
60 No – None  
61  
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64  
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68

69 Motion by: Tod M. Steese  
70 Second by: Troy A. Berkheiser

71  
72 MOTION: To approve the Mifflinburg Borough Zoning Report for January 2016 and authorize  
73 payment to the Central Keystone Council of Governments (CK-COG) in the amount of \$793.00.

74  
75 Yes – Mr. Bottiger, Mr. Fry, Mr. Steese, Mr. Zimmerman, Mr. Berkheiser, Mrs. Hackenberg

76  
77 No – None

78  
79  
80 Mrs. Metzger informed Borough Council that the Mifflinburg Hose Company has requested that the  
81 Borough obtain permission to purchase and place two (2) 'Fire Company Ahead' signs for placement along  
82 Chestnut Street (SR 0045) due to the heavy volume of traffic on Chestnut Street (SR 0045). The  
83 Mifflinburg Hose Company feels that placement of these warning signs, would remind the traveling  
84 motorists that there is a possibility they may encounter fire apparatus entering the highway. Mr. Jason  
85 Mitchell, the Borough Public Works Supervisor, has contacted PennDOT to make the request and they  
86 require a formal written request from both the Mifflinburg Hose Company and the Borough before they  
87 will perform the study to determine where these signs may be located. The Mifflinburg Hose Company has  
88 already provided the Borough with their written request. Mrs. Metzger requested that Borough Council  
89 take action to authorize her to send to send a written request to PennDOT.

90  
91 Motion by: Paul E. Bottiger  
92 Second by: Troy A. Berkheiser

93  
94 MOTION: To authorize Mrs. Metzger to send a written request to PennDOT for their assistance  
95 with the permitting and placement of two (2) 'Fire Company Ahead' signs on Chestnut Street (SR  
96 0045) in Mifflinburg.

97  
98 Approved via unanimous voice vote.

99  
100  
101 Mrs. Metzger announced that she and Mayor Cooney met with Mr. Chad N. Smith, Executive Director for  
102 the Central Keystone Council of Governments (CK-COG), Mr. James R. Emery, Code Enforcement  
103 Supervisor for the CK-COG, and Mr. David Hines, Zoning Administrator for the CK-COG, to discuss the  
104 Borough's Property Maintenance and Zoning contracts and the CK-COG's billing and reporting process.  
105 Mrs. Metzger reminded Borough Council that she contacted the Central Keystone Council of Governments  
106 (CK-COG) to see if they can provide an itemized zoning invoice of the "Cost to Borough"; the CK-COG  
107 asked that Borough Council be patient while they work on developing an itemized invoice since their  
108 program isn't currently set up that way. Mrs. Metzger clarified that the CK-COG provides the following  
109 services to the Borough:

- 110  
111
- 112 1. Building Codes Program: These administered services are funded entirely through the  
113 permit and inspection fees paid by the users of these services; if the CK-COG costs exceed  
114 the fees paid by the users, it's the CK-COG's loss.
  - 115 2. Zoning Enforcement Program: These administered services are set by Borough resolution;  
116 the CK-COG administers the services in accordance with the Borough's Zoning Ordinance.  
117 The CK-COG collect the fee which is remitted to the Borough and invoice the Borough for  
118 the actual time incurred.
  - 119 3. Property Maintenance Program: The Municipality is charged an hourly rate for these code  
120 enforcement services (complaints).
  - 121 4. Rental Property Program: These administered services are supposed to be funded entirely  
122 through the permit and inspection fees paid by the users of these services; there should be no  
123 cost the Municipality or the CK-COG.

124 Mrs. Metzger informed Borough Council that it's been discovered that there's not an actual Property  
125 Maintenance Administration Agreement with the CK-COG; the CK-COG has just been administering these  
126 services in accordance with their standard hourly rate. The CK-COG has provided the Borough with a  
127 sample Property Maintenance Agreement which has been forwarded to Mr. Runkle for his review.

128  
129 Mrs. Metzger reported that the CK-COG is requesting that Borough Council take action to adopt the 2015  
130 version of the International Property Maintenance Code (IPMC); the Borough is still using the 2003 version  
131 of the IPMC. In addition, the CK-COG is requesting that Borough Council revisit the fees for the Rental  
132 Property Agreement and either draft another agreement for the Landlord Ordinance or amend the current  
133 Rental Property Agreement to include the Landlord Ordinance. Mrs. Metzger clarified that she and Mayor  
134 Cooney have asked the CK-COG to provide a draft agreement. A discussion was held; Mr. Bottiger  
135 expressed that he believes the Borough should prepare an ordinance to adopt the 2015 version of the IPMC.

136 Motion by: Paul E. Bottiger  
137 Second by: Duane L. Zimmerman

138  
139 MOTION: To authorize Mr. Runkle to prepare an ordinance to adopt the 2015 version of the  
140 International Property Maintenance Code (IPMC).

141  
142 Approved via unanimous voice vote.

143  
144  
145 Mrs. Metzger reported that she has received a request from Ms. Heather Rich-Heckert, Junior Troop 60026  
146 Leader, on behalf of the Union County Girl Scout Community 642 for the donation of twelve (12) free  
147 2016 daily admission pool passes to the Mifflinburg Community Pool for the 5<sup>th</sup> Annual PJ & Movie Event  
148 on Saturday, February 20, 2016. Mrs. Metzger clarified that this donation was done in 2015. A copy of the  
149 request has been included in the information tonight. Borough Council action is requested to approve this  
150 request for donation.

151 Motion by: Paul E. Bottiger  
152 Second by: Troy A. Berkheiser

153  
154  
155 MOTION: To approve the donation of twelve (12) free 2016 daily admission pool passes to the  
156 Mifflinburg Community Pool for the 5<sup>th</sup> Annual PJ & Movie Event for the Union County Girl Scout  
157 Community 642 on Saturday, February 20, 2016.

158  
159 Yes – Mr. Fry, Mr. Steese, Mr. Zimmerman, Mr. Berkheiser, Mr. Bottiger, Mrs. Hackenberg

160  
161 No – None

162  
163  
164 Mrs. Metzger informed Borough Council that she has received a request from Ms. Roberta Greene, System  
165 Administrator, on behalf of the Union County Library System to utilize the Mifflinburg Community Park  
166 on Saturday, June 11, 2016 to conduct this year's summer reading kick-off event. Set-up would begin  
167 around 9:00 AM with the planned activities running from 10:00 AM to 12:00 noon and the teardown  
168 completed by 1:00 PM. The Union County Library System has already completed and submitted the  
169 required pavilion reservation forms. A security deposit of \$250.00 and certificate of insurance will be  
170 provided subsequent to Borough Council approval. A copy of the request has been included in the  
171 information tonight. Borough Council action is requested to approve this request event.

172  
173 Motion by: Tod M. Steese  
174 Second by: Troy A. Berkheiser

175  
176 MOTION: To approve the Union County Library System's request to utilize the Mifflinburg  
177 Community Park on Saturday, June 11, 2016 from 9:00 AM to 1:00 PM to conduct this year's  
178 summer reading kick-off event, contingent upon submission of the security deposit in the amount of  
179 \$250.00 as well as a certificate of insurance.

180  
181 Approved via unanimous voice vote.

182  
183  
184 Mrs. Metzger informed Borough Council that she has also received a request from Mr. Ted Justice, pastor  
185 for the Valley Fellowship Church, to utilize the Mifflinburg Community Park to conduct a Children's  
186 Vacation Bible School and Skills Camp event on the following dates:

- 187  
188
- 189 • Tuesday, June 21, 2016 9:00 AM-12:00 PM
  - 190 • Wednesday, June 22, 2016 9:00 AM-12:00 PM
  - 191 • Thursday, June 23, 2016 9:00 AM-12:00 PM
  - 192 • Thursday, June 23, 2016 6:30 PM-8:30 PM

193 Rev. Justice has already completed and submitted the required pavilion reservation forms. A copy of the  
194 request has been included in the information tonight. Borough Council action is requested to approve this  
195 request event.

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204 Motion by: Troy A. Berkheiser  
205 Second by: Paul E. Bottiger  
206

207 MOTION: To approve the Valley Fellowship Church's request to utilize the Mifflinburg Community  
208 Park on June 21-23, 2016 (9:00 AM-12:00 PM) and June 23, 2016 (6:30 PM-8:30 PM) to conduct a  
209 Children's Vacation Bible School and Skills Camp event, contingent upon submission of the security  
210 deposit in the amount of \$250.00 as well as a certificate of insurance.

211  
212 Approved via unanimous voice vote.  
213  
214

215 Mrs. Metzger announced that WVIA has contacted her again regarding participating in the 'Our Town'  
216 series. This project requires both financial, video, and promotional participation by many members of the  
217 community. The 'Our Town' television series was created by WPSU, our public television sister station  
218 located in State College, PA. Mrs. Metzger requested Borough Council direction on whether or not she  
219 should WVIA to obtain more information and set the required meeting date. A lengthy discussion was  
220 held; it was the consensus of Borough Council to direct Mrs. Metzger to contact WVIA to obtain more  
221 information regarding participating in the 'Our Town' series.  
222

223 Mrs. Metzger informed Borough Council that Borough Management has been working to schedule the  
224 Annual Spring Drop-off event. The Annual Spring Drop-Off event has been tentatively scheduled for the  
225 following dates:

- 226
- 227 • Wednesday, April 27, 2016 12:00 PM-8:00 PM
- 228 • Thursday, April 28, 2016 12:00 PM-8:00 PM
- 229 • Friday, April 29, 2016 12:00 PM-8:00 PM
- 230 • Saturday, April 30, 2016 8:00 AM-12:00 PM
- 231

232 Mrs. Metzger reminded Borough Council that this event no longer qualifies for the Great American Clean  
233 Up funding; the Borough will no longer be allowed to take advantage of the absence of tipping fees at the  
234 landfill; the costs incurred for hauling will all be out of pocket. Borough Council action is requested to  
235 approve the dates for the Annual Spring Drop-Off event and authorize Borough Management to solicit bids  
236 for hauling fees for this project.  
237

238 Motion by: Paul E. Bottiger  
239 Second by: Duane L. Zimmerman  
240

241 MOTION: To approve the dates for the Annual Spring Drop-Off event for April 27-29, 2016 (12:00-  
242 8:00 PM) and April 30, 2016 (8:00 AM-12:00 PM) and authorize Borough Management to solicit bids  
243 for hauling fees for this project.  
244

245 Mr. Steese stated that he has voted against the Annual Spring Drop-Off event for the last four (4) year and  
246 will continue to vote against it until there is a way to keep this event for Borough residents only.  
247

248 Approved via voice vote, 4-2, with Mr. Steese and Mr. Berkheiser voting no.  
249  
250

251 Mrs. Metzger reported that there was a pre-bid conference held on Wednesday, February 3, 2016 for the  
252 Walnut Street Project. Mr. Rowe added that the bid opening for the Walnut Street Project was held on  
253 Monday, February 15, 2016 at 1:00 PM. There were ten (10) bids received and are as follows:

254		
255	1. Dave Gutelius Excavating, Inc.	\$444,800.00
256	2. Fairchild Brothers, Inc.	\$403,384.72
257	3. G&R Charles Excavating, Inc.	\$551,690.09
258	4. Glenn O. Hawbaker, Inc.	\$471,671.00
259	5. Guyer Brother, Inc.	\$562,356.00
260	6. HRI, Inc.	\$489,683.00
261	7. Jay Fulkroad and Sons	\$680,713.14
262	8. Mid State Paving, LLC	\$483,115.20
263	9. New Enterprise Stone and Lime, Inc.	\$446,145.00
264	10. R.C. Bowman, Inc.	\$430,886.60
265		

266 A copy of the bid tabulation has been included in the information tonight for Borough Council review.  
267 Borough Council action is requested to award this project to Fairchild Brothers, Inc. for the base bid  
268 amount of \$403,384.72.  
269  
270  
271

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

274  
275 **MOTION: To award the Walnut Street Project to Fairchild Brothers, Inc. for the base bid amount of**  
276 **\$403,384.72.**

277  
278 Yes – Mr. Steese, Mr. Zimmerman, Mr. Berkheiser, Mr. Bottiger, Mr. Fry, Mrs. Hackenberg

279  
280 No – None

281  
282  
283 Mrs. Metzger provided Borough Council with an update on the status of the Third Street Bridge  
284 Replacement Project. Mrs. Metzger reported that the Borough has been made aware that the Third Street  
285 Bridge Replacement Project is out to bid by a local contractor who contacted the Borough regarding the  
286 utility work for this project. Bids are due by Thursday, February 25, 2016. Mrs. Metzger informed  
287 Borough Council that she and Mrs. Erin Threet, HRG, Inc., have contacted PennDOT regarding the bidding  
288 of this project to ensure that the Borough's utility work was properly included in the bid documents. Mrs.  
289 Threet has been answering some requests for information and she has also provided addendum information.  
290 It's uncertain at this time whether or not a special Borough Council meeting will be required to take action  
291 on the bids for the utility work.

292  
293 Mrs. Metzger announced that there was a Park & Recreation Committee meeting held on Tuesday,  
294 February 9, 2016 at 7:00 PM. At this meeting, the Park & Recreation Committee discussed the Athletic  
295 Use Agreements with the Mifflinburg Swim Team, the Mifflinburg Little League Association and the  
296 Harry F. Haney Memorial Park Association. The agreement with the Mifflinburg Swim Team will remain  
297 the same for 2016; however the agreements with the Mifflinburg Little League Association and the Harry  
298 F. Haney Memorial Park Association will be amended to clarify cleanup responsibilities. Borough Council  
299 action is requested to approve these agreements.

300  
301 Motion by: Troy A. Berkheiser  
302 Second by: Richard J. Fry

303  
304 **MOTION: To approve the Athletic Use Agreement between the Borough of Mifflinburg and the**  
305 **Mifflinburg Swim Team, the Borough of Mifflinburg and the Mifflinburg Little League Association,**  
306 **and the Borough of Mifflinburg and the Harry F. Haney Memorial Park Association for 2016.**

307  
308 Approved via unanimous voice vote.

309  
310  
311 Mrs. Metzger informed Borough Council that the Park & Recreation Committee also discussed the Field  
312 Lighting Agreements with the Mifflinburg Little League and the Haney Park Memorial Committee at their  
313 meeting. The Park & Recreation Committee is recommending that the annual fee of \$1,050.00 remain the  
314 same for 2016, but that the Mifflinburg Little League be charged an additional \$150.00 if they choose to  
315 again offer a Fall Ball program. Borough Council action is requested to approve these Field Lighting  
316 Agreements for 2016.

317  
318 Motion by: Paul E. Bottiger  
319 Second by: Troy A. Berkheiser

320  
321 **MOTION: To approve the Field Lighting Agreements between the Borough of Mifflinburg and the**  
322 **Mifflinburg Little League Association and the Borough of Mifflinburg and the Harry F. Haney**  
323 **Memorial Park Association for 2016 as recommended by the Park & Recreation Committee.**

324  
325 Approved via unanimous voice vote.

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337

338 Mrs. Metzger reported that the Park & Recreation Committee has reviewed the rates for the Mifflinburg  
339 Community Pool passes. Borough Council action is requested to set the rates for the 2016 season as  
340 follows:

341 Rates for the Mifflinburg Community Pool passes

342 Student Pass	-Residents	\$ 75.00
343 Student Pass	-Non-Residents	\$ 85.00
344 Adult Pass	-Residents	\$ 85.00
345 Adult Pass	-Non-Residents	\$ 95.00
346 Family Pass (5 Members)	-Residents	\$180.00
347 Family Pass (5 Members)	-Non-Residents	\$195.00
348 Additional Family Members		\$ 15.00/person
349 Student Weekly Pass (7 Consecutive Days)		\$ 18.00
350 Student Daily Admission		\$ 4.00
351 Adult Daily Admission		\$ 5.00
352 Lap Swimming (12:30 - 1:00 pm)		\$ 1.00/person
353 Swimming Lessons (per session)		\$ 50.00 (2 weeks)
354 Children 5 and under (not in school) are free	w/ adult supervision	
355 10% discount to senior citizens age 65+		
356 Tickets ½ price after August 1 <sup>st</sup> except student weekly passes		
357 Daily Admission ½ price after 5:00 pm		
358 10% discount if purchased prior to opening date (Saturday, May 28, 2016)		

359  
360 Mrs. Metzger clarified that these rates are the same as they were for the 2015 season. Borough Council  
361 action is requested on this matter.

362  
363 Motion by: Paul E. Bottiger  
364 Second by: Troy A. Berkheiser

365  
366 MOTION: To set the rates for the Mifflinburg Community Pool passes for the 2016 season the same  
367 as they were for the 2015 season.

368  
369 Approved via unanimous voice vote.

370  
371  
372 Mrs. Metzger reminded Borough Council that they took action at the Monday, January 4, 2016  
373 Reorganizational meeting to approve the 2016 Special Events for the Mifflinburg Hose Company as  
374 presented; however there was some confusion on what events were for the Mifflinburg Hose Company and  
375 what events were for the Mifflinburg Fire Police. Mr. Steve Walter, the new Chief for the Mifflinburg  
376 Hose Company, has prepared a revised list with the events separated. A copy of the revised lists has been  
377 included in the information tonight for Borough Council review. Mrs. Metzger stated that she doesn't  
378 believe Borough Council action is required to approve the revised lists.

379  
380 Mrs. Metzger provided Borough Council with an update on the status of the 457 and 403(b) Plans. Mrs.  
381 Metzger reported that she has obtained information from MetLife, the Pennsylvania Association of  
382 Boroughs (PSAB) participating provider for the 457 and 403(b) Plans, and forwarded the information to  
383 Attorney, Sarah Ivy, McNees Wallace & Nurick LLC, for her review. Attorney Ivy indicated that either of  
384 the plans proposed would be okay, but she would still recommend continuing with the 403(b) Plans.

385  
386 Mr. Runkle clarified that there are still some questions as far as the fees for the Plans. Mrs. Metzger  
387 obtained some information from Clint Neff, the Financial Services/Investment Adviser Representative for  
388 MetLife; however the information wasn't entirely clear on what the fees would actually mean in real  
389 dollars. Mr. Runkle added that he tried to contact Mr. Neff earlier today via telephone; however Mr. Neff  
390 was unavailable and he hasn't heard back from him. It's anticipated that more information will be obtained  
391 by the Tuesday, March 15, 2016 regular Borough Council meeting.

392  
393 Mrs. Metzger requested Borough Council action to authorize her to sign on behalf of the Borough  
394 regarding any distributions from the existing 457 accounts in order to expedite processing for the affected  
395 employees.

396  
397 Motion by: Troy A. Berkheiser  
398 Second by: Paul E. Bottiger

399  
400 MOTION: To authorize Mrs. Metzger to sign on behalf of the Borough regarding any distributions  
401 from the existing 457 accounts.

402  
403 Approved via unanimous voice vote.

404

105 Mrs. Metzger reminded Borough Council that they took action at the Tuesday, January 19, 2016 regular  
106 Borough Council meeting to approve the Act 195 Employment Agreement with The American Federation  
107 of State, County and Municipal Employees (AFSCME), AFL-CIO District House of 86, Local 3133, for the  
108 period of January 1, 2016 through December 31, 2019 as presented. Mrs. Metzger reported that the  
109 AFSCME Union voted to approve the Non-Uniformed Employment Contract offer presented by the  
110 Borough Negotiating Committee, subject to the condition/clarification that the terms offered be made retro-  
111 active to January 1, 2016. Since this was not included in the motion last month, Borough Council action is  
112 requested to approve the condition/clarification that the terms offered for the Employment Contract be  
113 made retro-active to January 1, 2016.

114  
115 Motion by: Troy A. Berkheiser

116 Second by: Paul E. Bottiger

117  
118 MOTION: To approve the condition/clarification that the terms offered for the Act 195 Employment  
119 Agreement with The American Federation of State, County and Municipal Employees, AFL-CIO  
120 District House of 86, Local 3133, for the period of January 1, 2016 through December 31, 2019 be  
121 made retro-active to January 1, 2016.

122  
123 Yes – Mr. Zimmerman, Mr. Berkheiser, Mr. Bottiger, Mr. Fry, Mr. Steese, Mrs. Hackenberg

124  
125 No – None

126  
127  
128 Mrs. Metzger informed Borough Council that Mr. Ron Bollinger, Park Director, is requesting that the  
129 following Mifflinburg Park/Pool employees be rehired for the 2016 season:

130			
131	<u>Park Director</u>	<u>Assistant Park Director</u>	
132	Ron Bollinger	Matt Wells	
133			
134	<u>Park Employee</u>		
135	Casey Snook	Nolan Beck	Madison Machmer
136	Megan Nogle	Cora Reed	Tyler Bailey
137	Mckenna Magyar	Gillian Allen	Marc Bollinger
138	Hannah Schultz	Katie Sauers	Maura McGlaughlin
139	Haley Beck	Olivia Finerghy	Sydney McGlaughlin
140	Spencer Dunkle	Mason Bollinger	Rachael Peoples
141	Michael Renard	Sierra Martin	
142			

143 A copy of the memo dated Tuesday, February 9, 2016 has been included in the information tonight.  
144 Borough Council action is requested to rehire the Mifflinburg Park/Pool employees as listed.

145  
146 Motion by: Paul E. Bottiger

147 Second by: Richard J. Fry

148  
149 MOTION: To rehire the Mifflinburg Park/Pool employees for the 2016 season as listed and  
150 recommended by Mr. Ron Bollinger, Park Director, in the memo dated Tuesday, February 9, 2016.

151  
152 Approved via unanimous voice vote.

153  
154  
155 Mrs. Metzger informed Borough Council that Mr. Ron Bollinger, Park Director, is also requesting that  
156 Borough Council approve a payroll rate increase for the Mifflinburg Park/Pool employees that are returning  
157 for the 2016 season. Mrs. Metzger stated that the payroll rates for the Mifflinburg Park/Pool employees  
158 have remained the same in 2014 and 2015. The Personnel Committee has reviewed the payroll rates and is  
159 recommending that the rates be increased by \$0.25/hr. across the board for all hourly employees for the  
160 2016 season. Borough Council action is requested on this matter.

161  
162 Motion by: Troy A. Berkheiser

163 Second by: Tod M. Steese

164  
165 MOTION: To approve a \$0.25/hr. payroll rate increase for the Mifflinburg Park/Pool hourly  
166 employees that are returning for the 2016 season as recommended by the Personnel Committee.

167  
168 Yes – Mr. Berkheiser, Mr. Bottiger, Mr. Fry, Mr. Steese, Mr. Zimmerman, Mrs. Hackenberg

169  
170 No – None

171

472 Mrs. Metzger reminded Borough Council that at the Monday, January 4, 2016 Reorganizational meeting  
473 they took action to authorize her to advertise the vacancy for an Electric Lineman Apprentice/Lineman II  
474 and/or III position for the Borough of Mifflinburg. Mrs. Metzger reported that interviews were conducted  
475 and Borough Council action is requested to offer employment to Mr. Carl Kratzer at the starting wage of  
476 \$21.00/hr. under the terms of the AFSCME employment agreement, as an Electric Lineman  
477 Apprentice/Lineman II, contingent upon successful completion of the required pre-employment testing and  
478 criminal and child abuse clearances.

479  
480 Motion by: Tod M. Steese  
481 Second by: Duane L. Zimmerman  
482

483 **MOTION: To offer employment to Mr. Carl Kratzer at the starting wage of \$21.00/hr. under the**  
484 **terms of the AFSCME employment agreement, as an Electric Lineman Apprentice/Lineman II,**  
485 **contingent upon successful completion of the required pre-employment testing and criminal and**  
486 **child abuse clearances.**

487  
488 Yes – Mr. Bottiger, Mr. Fry, Mr. Steese, Mr. Zimmerman, Mr. Berkheiser, Mrs. Hackenberg  
489  
490 No – None  
491

492  
493 Mrs. Metzger reported that the Personnel Committee also discussed merit raises for Mr. Chris Klinger. The  
494 Personnel Committee is recommending that Borough Council take action to give Mr. Chris Klinger a  
495 \$0.50/hr. merit raise at this time, and again in May when he qualifies for the Electric Lineman  
496 Apprentice/Lineman II position.

497  
498 Motion by: Tod M. Steese  
499 Second by: Richard J. Fry  
500

501 **MOTION: To give Mr. Chris Klinger a \$0.50/hr. merit raise effective immediately, and again in May**  
502 **when he qualifies for the Electric Lineman Apprentice/Lineman II position.**

503  
504 Yes – Mr. Fry, Mr. Steese, Mr. Zimmerman, Mr. Berkheiser, Mr. Bottiger, Mrs. Hackenberg  
505  
506 No – None  
507

508  
509 Mrs. Metzger requested an executive session to discuss several personnel matters and potential litigation.  
510

511 Mrs. Metzger reminded Borough Council that they took action at the Tuesday, January 19, 2016 regular  
512 Borough Council meeting to notify the Christkindl Market of Mifflinburg, Inc. that the Borough of  
513 Mifflinburg will begin billing them for the electric used during the Christkindl Market starting with the  
514 2016 Market. Mrs. Metzger announced that this letter has been sent and as a result, the Christkindl Market  
515 of Mifflinburg, Inc. sent a check for the electric consumption for the 2015 Market.

516  
517 Mrs. Metzger reminded Borough Council that they also took action at the Tuesday, January 19, 2016  
518 regular Borough Council meeting to direct her to send a letter to the Christkindl Market of Mifflinburg, Inc.  
519 informing them of the safety recommendations that the Public Safety Committee is recommending for the  
520 2016 Christkindl Market, and request that the Christkindl Market of Mifflinburg, Inc. respond in writing to  
521 these recommendations by February 11, 2016 with justification for any recommended changes based on  
522 facts. Mrs. Metzger reported that this letter has been sent and that she has received the Christkindl Market  
523 of Mifflinburg, Inc.'s written response. A copy of the letter was forwarded to Borough Council members  
524 via email prior to tonight's meeting for their review. A Public Safety Committee meeting has been  
525 scheduled for Tuesday, March 1, 2016 to further discuss this matter.

526  
527 Mrs. Metzger informed Borough Council that Ms. Joannah Skucek has provided a Sister City Proposal. A  
528 copy of the proposal was forwarded to Borough Council members via email prior to tonight's meeting. Ms.  
529 Joannah Skucek is present at tonight's meeting regarding this proposal.  
530

531 Ms. Joannah Skucek reported that the Christkindl Market of Mifflinburg, Inc., a 501c3 organization, would  
532 like to propose the establishment of a sister city relationship with the German town of Seiffen in Saxony,  
533 Germany. Ms. Skucek explained that a sister city relationship is a formalized, long-term, cooperative  
534 relationship between two (2) cities in different countries through which cultural, educational, business and  
535 technical exchanges take place. Activities are usually organized and implemented by volunteers, local  
536 institutions and/or municipal employees.  
537



i38 Ms. Skucek inquired as to whether or not Borough Council would be interested in the establishment of a  
i39 sister city relationship with the German town of Seiffen in Saxony, Germany. A lengthy discussion was  
i40 held; Ms. Skucek detailed an example of a Sister City contract between Cincinnati and Munich which reads  
i41 as follows:

i42  
i43 “Representatives of the city governments and respective committees solemnly pledge on this day,  
i44 in the spirit of freedom, to maintain a lasting relationship with each other to support and deepen  
i45 the mutual exchange in all fields, to further strengthen the ties of friendship and to serve the cause  
i46 of peace and progress in nations, in the true spirit of cooperation. This agreement between the  
i47 sister cities of Cincinnati and Munich shall be of infinite nature.”  
i48

i49 Mr. Runkle advised Borough Council that if they want him to prepare a resolution for the establishment of  
i50 a sister city relationship, they need to take action at tonight’s meeting to authorize him to prepare a  
i51 resolution; Borough Council would then take action to adopt the resolution at the Tuesday, March 15, 2016  
i52 regular Borough Council meeting.

i53  
i54 Motion by: Paul E. Bottiger  
i55 Second by: Duane L. Zimmerman  
i56

i57 **MOTION: To authorize Mr. Runkle to prepare a resolution for the establishment of a sister city**  
i58 **relationship with the German town of Seiffen in Saxony, Germany.**  
i59

i60 Approved via unanimous voice vote.  
i61  
i62

i63 Mayor Cooney announced that there is a Public Safety Committee meeting scheduled for Tuesday, March  
i64 1, 2016 at 7:00 PM with the Mifflinburg Christkindl Market to further discuss the safety recommendations  
i65 for the 2016 Christkindl Market.  
i66

i67 Mayor Cooney informed Borough Council that they received a copy of the Monthly Police Report for  
i68 January 2016 included in the information tonight.  
i69

i70 Chief Bickhart presented Borough Council with some Monthly Highlights for the Mifflinburg Police  
i71 Department for January 2016.  
i72

i73 Mayor Cooney presented Borough Council with an update for the Mifflinburg Regional Economic  
i74 Development (MRED) Alliance. Mayor Cooney provided Borough Council with an update on the  
i75 following businesses in the Borough:  
i76

- i77 1. Central Pennsylvania Endodontics will be opening up Tastecraft Market at 313-315 Chestnut  
i78 Street on Saturday, February 20, 2016. Tastecraft Market is a specialty grocery store that  
i79 provides unique ideas and food items to help make everyday cooking more fun and tastier.  
i80

i81 Mrs. Hackenberg informed Borough Council that they received a copy of the Engineer’s Report for  
i82 February 2016 included in the information tonight.  
i83

i84 Mr. Runkle requested an executive session to discuss personnel matters.  
i85

i86 Mayor Cooney informed Borough Council that he participated in or will be participating in the following  
i87 meetings or events:  
i88

- i89 • A meeting with Girl Scout, Sayre Cohen, who is working to achieve her Girl Scout Gold Star  
i90 Award. Miss Cohen is researching the history of some Mifflinburg landmark buildings.
- i91 • Read to the children at the Snyder Union Mifflin Child Development (SUMCD), Inc. (located  
i92 at 105 Quail Lane) last week.
- i93 • Will be reading to the Mifflinburg Area Elementary School (located at 115 Shipton Street)  
i94 students at Dr. Seuss Night on Friday, March 4, 2016 at 6:30 PM.
- i95 • He and Chief Bickhart met with Ms. Alicia Brandt prior to tonight’s meeting to discuss the  
i96 crime statistics in Mifflinburg. Ms. Brandt is attending school to earn a nursing degree and  
i97 this is a requirement of the nursing curriculum.  
i98  
i99

600 Mrs. Hackenberg called an executive session to discuss potential litigation and personnel matters. An  
601 executive session was held from 8:25 PM to 9:17 PM.  
602  
603  
604  
605

606 Motion by: Troy A. Berkheiser

607

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

609

610 Approved via unanimous voice vote.

611

612

613 Meeting adjourned at 9:18 PM.

614

615 Respectfully Submitted,

616

617

618 Misty L. Ross

619 Assistant Borough Secretary