

1 MINUTES OF MIFFLINBURG BOROUGH COUNCIL

2 July 18, 2017

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	Ryan M. Tira, Solicitor		X - Robin A. Read was
13	Frederick C. Dyroff III, Chief of Police	X	present in his place
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 There were no visitors present at this meeting.

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22  
23 Motion by: Tod M. Steese

24 Second by: Richard J. Fry

25  
26 **MOTION: To approve the minutes of the Tuesday, June 20, 2017 regular meeting of Mifflinburg**  
27 **Borough Council.**

28  
29 Approved via unanimous voice vote.

30  
31  
32 Motion by: Paul E. Bottiger

33 Second by: Tod M. Steese

34  
35 **MOTION: To approve payment of Bill List #2017-07 in the amount of \$547,344.11.**

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

38  
39 No – None

40  
41  
42 Motion by: Tod M. Steese

43 Second by: Paul E. Bottiger

44  
45 **MOTION: To approve the Mifflinburg Borough Zoning Report for June 2017 and authorize**  
46 **payment to the Central Keystone Council of Governments (CK-COG) in the amount of \$1,847.42.**

47  
48 Yes – Mr. Fry, Mr. Steese, Mr. Zimmerman, Mr. Bottiger, Mrs. Hackenberg

49  
50 No – None

51  
52  
53 Mrs. Metzger informed Borough Council that she received a request from Kelsey’s Dream that water  
54 services be provided to the Mifflinburg VFW carnival grounds on October 11-15, 2017 in order to  
55 conduct the 11<sup>th</sup> Annual Kelsey’s Fall Festival. Borough Council action is requested on this matter

56  
57 Motion by: Tod M. Steese

58 Second by: Richard J. Fry

59  
60 **MOTION: To provide water services to the Mifflinburg VFW carnival grounds on October 11-15,**  
61 **2017 for Kelsey’s Dream in order to conduct the 11<sup>th</sup> Annual Kelsey’s Fall Festival.**

62  
63 Approved via unanimous voice vote.

64  
65

66 Mrs. Metzger informed Borough Council that she also received a request from Ms. Sharon Hixson, Co-  
67 Chairperson for the Family Place at Evangelical Community Hospital's Walk for Remembrance and  
68 Hope, to utilize the Mifflinburg Community Park on Saturday, September 30, 2017 to conduct  
69 Evangelical's 11<sup>th</sup> Annual Walk for Remembrance and Hope. In accordance with Chapter 18 of the  
70 Borough Code of Ordinances the dates during which the recreation area shall be used by the general  
71 public shall be April 15<sup>th</sup> through October 15<sup>th</sup> of each calendar year; pavilion reservations are accepted  
72 May 15<sup>th</sup> through September 15<sup>th</sup> of each calendar year. The Family Place at Evangelical Community  
73 Hospital has already completed and submitted the required pavilion reservation forms and Mayor  
74 Cooney has reviewed the safety measures. Borough Council action is requested to approve this event,  
75 contingent upon submission of the security deposit in the amount of \$250.00 as well as a certificate of  
76 insurance.

77

78 Motion by: Paul E. Bottiger

79 Second by: Tod M. Steese

80

81 **MOTION: To approve the Family Place at Evangelical Community Hospital's request to utilize**  
82 **the Mifflinburg Community Park on Saturday, September 30, 2017, to conduct the 11<sup>th</sup> Annual**  
83 **Walk for Remembrance and Hope, contingent upon submission of the security deposit in the**  
84 **amount of \$250.00 as well as a certificate of insurance.**

85

86 Approved via unanimous voice vote.

87

88

89 Mrs. Metzger provided Borough Council with an update on the status of the Oak Avenue Sanitary Sewer  
90 Main Replacement Project. Mrs. Metzger reported that Mr. Tira has not received the Developer's  
91 Agreement for Dave Gutelius Excavating, Inc.'s private work.

92

93 Mrs. Metzger provided Borough Council with an update on the status of the trees in the Harry Haney  
94 Park, located along N. 8<sup>th</sup> Street. Mrs. Metzger reported that the Borough has issued six (6) permits for  
95 individuals wanting to get firewood from the Harry Haney Park. The original permits were extended for  
96 about a month, expiring Friday, June 16, 2017 due to the Haney Park schedule. To date, the wet weather  
97 has delayed anyone from removing much of the timber. Mrs. Metzger informed Borough Council that  
98 she will most likely be extending this deadline again through Monday, July 31, 2017. Mr. Zimmerman  
99 stated that the timber isn't easily accessible due to all the undergrowth; there are thorns and briars  
100 everywhere and he would appreciate it if the Borough Maintenance Employees removed some of the  
101 debris with the loader.

102

103 Mrs. Metzger provided Borough Council with an update on the status of the Borough wide Advanced  
104 Metering Infrastructure (AMI) System. Mrs. Metzger reported that the Borough Maintenance  
105 Employees continue to install new water meters; they have replaced all but about sixty (60) meters. The  
106 remaining meters that need to be changed are those that either involve a larger meter, like for a business  
107 (approx. 17), or a residential customer that has not yet scheduled a time for their meter to be changed.  
108 The Borough sent out letters to remaining residential customers who have not been responding to  
109 previous requests as discussed at last month's meeting. Additional letters will be sent out and if no  
110 response, service will be disconnected.

111

112 Mrs. Metzger announced that Wagner, Dreese, Elsasser (W.D.E.) & Associates, PC has completed all  
113 work for the 2016 Annual Audit. An Audit meeting has been scheduled with the Finance Committee for  
114 Tuesday, August 15, 2017 at 6:00 PM. At this meeting, Mr. Michael Fuller, auditor with W.D.E. &  
115 Associates, PC, will be presenting the Annual Audit to the Finance Committee.

116

117 Mrs. Metzger provided Borough Council with an update on the status of the Well PW-2 Susquehanna  
118 River Basin Commission (SRBC) Compliance Assistance. Mrs. Metzger reported that she and Mrs.  
119 Erin Threet, HRG, Inc., have been working with the SRBC to prepare for the 72-hour pump test. SRBC  
120 Staff was on-site on Thursday, July 6, 2017 and switched out the Borough's piezometers with theirs.  
121 The 72-hour pump test was originally planned to begin on Monday, July 10, 2017; however after the  
122 SRBC reviewed the piezometer data on Saturday, July 8, 2017, the test was delayed until the weather  
123 improves. It's anticipated that the 72-hour pump test will begin on Wednesday, July 19, 2017.

124

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129

130 Mrs. Metzger provided Borough Council with an update on the status of the Mulberry Street  
131 Reconstruction Project. Mrs. Metzger reported that the bid opening for the Mulberry Street  
132 Reconstruction Project was held on Thursday, July 13, 2017 at 12:00 PM. There were five (5) bids  
133 received and are as follows:

<u>Company</u>	<u>Total Base Bid</u>
Fairchild Brothers Inc.	\$291,488.00
Dave Gutelius Excavating, Inc.	\$317,288.00
Mid-State Paving & Excavating	\$334,436.90
HRI, Easter	\$377,780.00
Glenn O. Hawbaker, Inc.	\$515,238.00

142 A copy of the bid tabulation has been included in the information tonight for Borough Council review.  
143 HRG, Inc. has reviewed the bids with the Borough and are recommending that Borough Council take  
144 action to authorize award to Fairchild Brothers, Inc., the low bidder, subject to receipt of executed  
145 Agreements, acceptable Performance and Payment Bonds, and proof of insurance. Borough Council  
146 action is requested on this matter.

147  
148 Motion by: Paul E. Bottiger

149 Second by: Tod M. Steese

150

151 **MOTION: To award the Mulberry Street Reconstruction Project to Fairchild Brothers, Inc. for a**  
152 **total base bid amount of \$291,488.00, contingent upon receipt of executed Agreements, acceptable**  
153 **Performance and Payment Bonds, and proof of insurance.**

154

155 Mrs. Metzger clarified that the total base bid amount for this project is within the budgeted amount.

156

157 Yes – Mr. Steese, Mr. Zimmerman, Mr. Bottiger, Mr. Fry, Mrs. Hackenberg

158

159 No – None

160

161

162 Mrs. Metzger provided Borough Council with an update on the status of the Woodland Estates Water  
163 Main Replacement Project. Mrs. Metzger reported that the bid opening for the Woodland Estates Water  
164 Main Replacement Project was held on Thursday, July 13, 2017 at 3:00 PM. There were seven (7) bids  
165 received and are as follows:

<u>Company</u>	<u>Total Base Bid</u>
Fairchild Brothers Inc.	\$ 63,760.50
Dave Gutelius Excavating, Inc.	\$ 65,574.15
Harger Utility Contractors, Inc.	\$ 70,449.00
Schlegel Excavating, Inc.	\$ 72,773.00
Mid-State Paving & Excavating	\$ 80,521.75
MASTERS EXCAVATING LLC	\$136,120.46
Glenn O. Hawbaker, Inc.	\$169,297.00

175

176 A copy of the bid tabulation has been included in the information tonight for Borough Council review.  
177 HRG, Inc. has reviewed the bids with the Borough and are recommending that Borough Council take  
178 action to authorize award to Fairchild Brothers, Inc., the low bidder, subject to receipt of executed  
179 Agreements, acceptable Performance and Payment Bonds, proof of insurance, and authorization by  
180 SEDA-COG. Borough Council action is requested on this matter.

181

182 Motion by: Paul E. Bottiger

183 Second by: Tod M. Steese

184

185 **MOTION: To award the Woodland Estates Water Main Replacement Project to Fairchild**  
186 **Brothers, Inc. for a total base bid amount of \$63,760.50, contingent upon receipt of executed**  
187 **Agreements, acceptable Performance and Payment Bonds, proof of insurance, and authorization**  
188 **by SEDA-COG.**

189

190 Mrs. Metzger clarified that the total base bid amount for this project is within the budgeted amount.

191

192 Yes – Mr. Zimmerman, Mr. Bottiger, Mr. Fry, Mr. Steese, Mrs. Hackenberg

193

194 No – None

195

196 Mrs. Metzger reported that Mr. Jason W. Mitchell, the Borough Public Works Supervisor, and Mr.  
197 Rowe have prepared specifications for the Replacement of three (3) Overhead Garage Doors at the  
198 Borough Equipment Shed. The quotes were opened on July 10, 2017 at 1:00 PM. There were four (4)  
199 quotes received and are as follows:

201	Libby's Expert Door Installations	\$ 9,710.00
202	Overhead Door of Lycoming County	\$13,396.00
203	Glick Associates, Inc.	\$10,275.00
204	Buffalo Valley Door Service, Inc.	\$ 8,050.00

206 A copy of the quote tabulation has been included in the information tonight. Borough Council action is  
207 requested to award the Replacement of three (3) Overhead Garage Doors at the Borough Equipment  
208 Shed to Buffalo Valley Door Service, Inc., the low bidder, for a unit price basis in the amount of  
209 \$8,050.00.

211 Motion by: Paul E. Bottiger  
212 Second by: Richard J. Fry

214 **MOTION: To award the Replacement of three (3) Overhead Garage Doors at the Borough  
215 Equipment Shed to Buffalo Valley Door Service, Inc. on a unit price basis in the amount of  
216 \$8,050.00.**

218 Mr. Zimmerman inquired what three (3) garage doors were being replaced at the Borough Equipment  
219 Shed and what was wrong with them. Mr. Rowe detailed the three (3) garage doors being replaced and  
220 specified that the garage doors are outdated; the Borough feels it's time to replace/update them. Mr.  
221 Zimmerman stated that he went to the Borough Equipment Shed earlier today to look at the garage  
222 doors; the garage doors are in need of maintenance (grease, paint, trim, etc.), but he doesn't think the  
223 Borough should spend \$8,000.00-\$10,000.00 to replace doors that really just need painted. A discussion  
224 was held; Mrs. Metzger clarified that this work has already been included in budget for this year; the  
225 funds are in the Capital Reserve Fund under Building Renovations (030-409-373).

227 Yes – Mr. Bottiger, Mr. Fry, Mr. Steese, Mrs. Hackenberg

229 No – Mr. Zimmerman

232 Mrs. Metzger reported that Mr. Rowe has been working with Wacor Electronic Systems, Inc., the  
233 vendor for the Borough's security system, to obtain quotes for the security work at the Borough  
234 Equipment Shed. There was one (1) quote received and is as follows:

236	Access Control – Equipment Building	\$ 6,404.08
237	CCTV – Equipment Building	<u>\$ 4,400.40</u>
238	Total Amount	\$10,804.48

240 A copy of the quote has been included in the information tonight. Mrs. Metzger clarified that this work  
241 has also been included in the budget for this year. Borough Council action is requested to award this  
242 work to Wacor Electronic Systems, Inc. for a total amount of \$10,804.48.

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

247 **MOTION: To award the Access Control / CCTV Addition at the Borough Equipment Shed to  
248 Wacor Electronic Systems, Inc. for a total amount of \$10,804.48.**

250 Yes – Mr. Fry, Mr. Steese, Mr. Zimmerman, Mr. Bottiger, Mrs. Hackenberg

252 No – None

260 Mrs. Metzger reminded Borough Council that they took action at the Tuesday, September 20, 2016  
261 regular Borough Council meeting to authorize submission of two (2) Green Light GO Grant  
262 Applications to PennDOT for the upgrading of the SR 45 and Mabel Street traffic signal to video  
263 detection and for the updates to the 3<sup>rd</sup> and 4<sup>th</sup> Streets traffic signals. Mr. Rowe was unable to submit  
264 both grant applications since PennDOT only permits one (1) grant application per cycle, so he submitted  
265 the Green Light GO Grant Application for the upgrading of the SR 45 and Mabel Street traffic signal to  
266 video detection. Mrs. Metzger updated Borough Council that Mr. Rowe has received correspondence  
267 approving the Borough's 2016 Green Light Go Grant Application. The grant agreements have been  
268 received and were forwarded to Ms. Read for review and recommendation.

269  
270 Ms. Read informed Borough Council that she has received and reviewed the 2016 Green Light Go Grant  
271 Agreements and they are fine for signature. A discussion was held; Mrs. Metzger requested Borough  
272 Council action to adopt a resolution authorizing and directing the Borough Council President, Beverly L.  
273 Hackenberg, and Borough Secretary/Manager, Margaret A. Metzger, to sign the 2016 Green Light Go  
274 Grant Agreements on its behalf.

275  
276 Motion by: Tod M. Steese  
277 Second by: Paul E. Bottiger

278  
279 **MOTION: To adopt a resolution authorizing and directing the Borough Council President,**  
280 **Beverly L. Hackenberg, and Borough Secretary/Manager, Margaret A. Metzger, to sign the 2016**  
281 **Green Light Go Grant Agreements on its behalf.**

282  
283 Yes – Mr. Steese, Mr. Zimmerman, Mr. Bottiger, Mr. Fry, Mrs. Hackenberg

284  
285 No – None

286  
287  
288 Mrs. Metzger reported that Mr. Rowe is preparing to submit a TreeVitalize Grant Application through  
289 the Pennsylvania Department of Conservation and Natural Resources (DCNR). This grant would  
290 provide additional trees to replace some of the trees lost to the Ash Disease in the Harry Haney Park.  
291 Borough Council action is requested to authorize the submission of this grant. The deadline to submit  
292 applications is Tuesday, August 15, 2017, with awards being announced in November 2017.

293  
294 Motion by: Paul E. Bottiger  
295 Second by: Tod M. Steese

296  
297 **MOTION: To authorize the submission a TreeVitalize Grant Application through the**  
298 **Pennsylvania Department of Conservation and Natural Resources (DCNR).**

299  
300 Approved via unanimous voice vote.

301  
302  
303 Mrs. Metzger reported that the Wastewater Treatment Plant has experienced a problem with the Raw  
304 Water Pumps recently. Upon further investigation it was determined that one (1) of the remaining  
305 vertical closed shaft solids handling pumps had failed. In 2013, when the Borough replaced the two (2)  
306 larger closed shaft raw water pumps with submersible pumps, it was decided that when the smaller  
307 pumps failed the Borough would also replace them with submersible pumps. The Department of  
308 Environmental Protection (DEP) is required to review/approve the repair/replacement of the raw water  
309 pumps, to certify that the pumps are sized to handle flows at the same rate as the original pumps. Mrs.  
310 Metzger informed Borough Council that she is working with Mrs. Erin Threet, HRG, Inc., to obtain a  
311 letter amendment to the Borough's Water Quality Permit to replace both of these 15 HP pumps. Mr.  
312 Jason W. Mitchell, the Borough Public Works Supervisor, has obtained a quote from OPSCO for the  
313 pump together with the associated pump curving. The cost for a new submersible pump is estimated at  
314 \$13,000.00/pump, in addition to the costs to remove the current pump and make it submersible. There is  
315 an 8-10 week delivery time on the pumps.

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325 Mrs. Metzger provided Borough Council with an update on the status of the necessary repairs to the  
326 screens in the Wastewater Treatment Plant (WWTP) Head Works Facility. Mrs. Metzger reported that  
327 Headworks, Inc. was on site beginning Monday, May 15, 2017 to inspect and complete the necessary  
328 repairs to the screens. The repairs did not go smoothly and this work has become far more involved than  
329 originally anticipated. Headworks, Inc. has performed inspection of the five (5) main pieces of  
330 screening equipment (1- Coarse Screen, 2 – screwfactor units, and 2 fine screens) located in the Head  
331 Works Facility; however they can only inspect some of the equipment at a time since the Borough must  
332 continue to maintain flows during this work. So far, most of this equipment has shown significant wear  
333 that requires replacement or repair of the parts. These parts are special order and expensive; however  
334 it's important to the 2017 WWTP Project that this equipment be in top shape so we are proceeding with  
335 these repairs in hopes to have them completed by mid-August. Current cost estimates for these repairs  
336 are nearing \$60,000.00 and we know that more repairs will be required after Headworks, Inc. has fully  
337 inspected all of the equipment. By completing this maintenance as well as the replacement of the raw  
338 water pumps, the Borough is preparing to give the new membranes the best operating conditions. Mrs.  
339 Metzger clarified that so far, the Borough is still within their budget.

340  
341 Mrs. Metzger requested an executive session to discuss potential litigation and personnel matters.  
342

343 Mrs. Metzger informed Borough Council that she has received a quote from Mr. Stephen Bankson, Vice  
344 President of Group Underwriting at USABLE Life, for the Borough's Term Life Insurance and Short and  
345 Long Term Disability Policies which are as follows:

<u>Benefit</u>	<u>Current Rate</u>	<u>Rate Guarantee Duration</u>
Group Term Life	\$0.220 / 1,000	Two Years
AD&D	\$0.030 / 1,000	Two Years
Short Term Disability	\$0.410 / 10	Two Years
Long Term Disability	\$0.560 / 100	(MCP) Two Years

352  
353 Mrs. Metzger clarified that these rates are the same as what the Borough is currently paying. Borough  
354 Council action is requested to renew this policies for the next two (2) years.

355  
356 Motion by: Paul E. Bottiger  
357 Second by: Duane L. Zimmerman  
358

359 **MOTION: To renew the Borough's Term Life Insurance and Short and Long Term Disability**  
360 **Policies with USABLE Life for the next two (2) years.**

361  
362 Yes – Mr. Zimmerman, Mr. Bottiger, Mr. Fry, Mr. Steese, Mrs. Hackenberg  
363

364 No – None  
365  
366

367 Mrs. Metzger reported that Mr. William Beganich, Certified Fire Protection Specialist (CFPS), attended  
368 the Borough Work Session that was held on Tuesday, July 11, 2017 to present a brief update on what the  
369 Mifflinburg Hose Company has done to try to help improve the Borough's Insurance Service  
370 Organization (ISO) rating and to present a request from Mr. Steve Walter, Fire Chief for the Mifflinburg  
371 Hose Company. Mr. Walter is requesting that the Borough consider marking the Borough owned fire  
372 hydrants indicating flow levels in accordance with the National Fire Protection Association (NFPA) and  
373 the American Water Works Association (AWWA) standards in order to help with the ISO rating and  
374 overall firefighting efforts in the Borough. The last flow studies were completed a very long time ago  
375 and many system changes have been made since that study; therefore, the numbers are likely inaccurate  
376 and would require an update before this could be considered. Mr. Beganich has suggested that the  
377 Mifflinburg Hose Company and the ISO could work with the Borough to re-test these hydrant flows the  
378 next time the Borough does hydrant flushing; adding that this work could be completed in stages over a  
379 couple of years until completed. Mrs. Metzger clarified that the 2017 hydrant flushing has already been  
380 completed, so this work would have to be completed with the 2018 hydrant flushing. Mr. Steese  
381 expressed that he thinks this work is very important and he doesn't want to see it fall through the cracks.  
382

383 Mr. Zimmerman inquired if the mechanical street sweeper was being budgeted to be replaced. Mrs.  
384 Metzger reported that she doesn't think a budget program has been started for a new mechanical street  
385 sweeper. A discussion was held; Mrs. Metzger stated that she would compile some information for a  
386 new mechanical street sweeper by the Borough Work Session that is scheduled for Tuesday, August 1,  
387 2017 at 7:00 PM.  
388

389 Mayor Cooney informed Borough Council that they received a copy of the Monthly Police Report for  
390 June 2017 included in the information tonight.

391  
392 Mayor Cooney reported that he received an email from Mr. Alan Wagner, Owner of Wagner's  
393 Surveying, LLC, regarding his father, Mr. Jack Wagner's, estate located at 512 Walnut Street. A Public  
394 Auction has been scheduled for Wednesday, August 2, 2017 at 1:00 PM. Mayor Cooney informed  
395 Borough Council that he approved the closure of Mulberry Street from 5<sup>th</sup> to 6<sup>th</sup> Streets during the  
396 Public Auction. This will be a soft closure in order to allow access in case of an emergency. Mr.  
397 Wagner is requesting that two (2) wooden barricades be provided from 12:00 PM to 9:00 PM. Borough  
398 Council action is requested on this matter.

399  
400 Motion by: Tod M. Steese

401 Second by: Duane L. Zimmerman

402  
403 **MOTION: To provide two (2) wooden barricades to Mr. Alan Wagner on Wednesday, August 2,**  
404 **2017 from 12:00 PM to 9:00 PM for the Public Auction for the Estate of Jack Wagner, located at**  
405 **512 Walnut Street.**

406  
407 Approved via unanimous voice vote.

408  
409  
410 Mayor Cooney presented Borough Council with an update for Public Safety. Mayor Cooney reported  
411 that he has been working on the following things:

- 412
- 413 • Spoke with Mr. Jared Fry, of the Mifflinburg Hose Company, regarding the Mifflinburg  
414 Hose Company 9/11 Memorial March that is scheduled for Saturday, September 9, 2017.  
415 Mayor Cooney informed Borough Council that he has approved the use of the Borough  
416 streets. This year participants will depart out-of-town, marching in-to-town, and then once  
417 they reach the Buffalo Valley Shopping Center inviting the public to finish marching with  
418 them to the Mifflinburg Hose Company Station.
  - 419 • Spoke with Mr. Steese regarding the numbering requirements for buildings. Mrs. Metzger  
420 stated that she already placed an article in the *Mifflinburg News & Views*. Mr. Steese  
421 explained that in accordance with §5-304: Numbering Requirements, of the Mifflinburg  
422 Borough Code of Ordinances, the numbers shall be placed in a conspicuous place on every  
423 house, building or other structure in a conspicuous manner so that said numbers can be  
424 readily seen and read from the sidewalk in front of said building, in full view from the  
425 opposite side of the street. Mr. Steese expressed that he believes §5-304 should also  
426 require that numbers be placed in the rear of every house, building or other structure, as  
427 well as in the front, to better assist the Mifflinburg Hose Company, the Mifflinburg  
428 Community Ambulance and the Mifflinburg Police Department during emergency situation  
429 when they are dispatched to the rear of said buildings.
  - 430 • Working with Ms. Rebecca A. Kilps, Office Assistant at the Central Keystone Council of  
431 Governments (CK-COG), to send out the letters notifying all landlords about the Landlord  
432 Ordinance and the enforcement flow charts. It's anticipated that letters will be sent out to  
433 all landlords in mid-August to September and then subsequent to the letters being sent, a Q  
434 & A (questions & answers) Session will be held.
- 435

436 Mayor Cooney announced that the Conservation District found one (1) mosquito carrying West Nile  
437 virus near the Mifflinburg Community Park. The Conservation District will be completing additional  
438 monitoring.

439  
440 Chief Dyroff presented Borough Council with some Monthly Highlights for the Mifflinburg Police  
441 Department for June 2017.

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453

454 Mayor Cooney presented Borough Council with an update for the Mifflinburg Regional Economic  
455 Development (MRED) Alliance. Mayor Cooney provided Borough Council with an update on the  
456 following businesses in the Borough:  
457

- 458 • La Esperanza Day Spa, located at 333 Chestnut Street, Suite 2, has closed up shop and will  
459 now be operating under the new name change of the Purple Hibiscus Spa, LLC. The hair  
460 salon previously associated with La Esperanza Day Spa is now independent of the Purple  
461 Hibiscus Spa, LLC.
- 462 • Mrs. Mindi Hackenberg has opened-up Hairology Salon at 333 Chestnut Street, Suite 3.
- 463 • Ms. Cathy Boyer has opened-up Cathy's Polish & Style Salon at 510 Chestnut Street.
- 464 • M & P Mountain Realty, LLC has purchased the apartment building located at 415 and 419  
465 Chestnut Street and they are looking to reopen the laundromat.
- 466 • Mr. Joseph Prah, owner of N.A.S.H. (National Auction Supply House) located at 304  
467 Chestnut Street, has purchased the old NAPA Auto Parts building located at 404 Chestnut  
468 Street and will be relocating N.A.S.H. to this location.
- 469 • The new pharmacy opening along Walnut Street is nearing completion; however no date  
470 has been scheduled for their opening.  
471

472 Mrs. Metzger informed Borough Council that they received a copy of the Engineer's Report for July  
473 2017 included in the information tonight.  
474

475 Mayor Cooney informed Borough Council that he participated in or will be participating in the  
476 following meetings or events:  
477

- 478 • The 23<sup>rd</sup> Annual Union County Veterans 4<sup>th</sup> of July Parade that was held on Saturday, June  
479 24, 2017 at 10:00 AM.
- 480 • The Freedom Riders departure from Mifflinburg as they head for the final leg of their ride  
481 to Lewisburg to lead the Union County Veterans Parade.
- 482 • Attended the Grand Opening for Hairology Salon, located at 333 Chestnut Street, Suite 3,  
483 that was held on Friday, June 30, 2017 from 6:00 PM to 9:00 PM.  
484

485 Mr. Steese announced that he was approached by two (2) neighbors requesting that "Children Ahead"  
486 signs be placed on Mountview Road. Mrs. Metzger reported that she has discussed this matter with Mr.  
487 Jason W. Mitchell, the Borough Public Works Supervisor, and Chief Dyroff; the Borough doesn't  
488 currently have any "Children Ahead" signs in stock however, they could order some if that's the  
489 consensus of Borough Council. Mrs. Metzger clarified that these signs are only precautionary and that  
490 they don't really help with enforcement. Chief Dyroff indicated that the Mifflinburg Police Department  
491 could certainly perform speed enforcement in this area; the only issues would be as follows:  
492

- 493 1. The Mifflinburg Police Department would have to set-up the ENRADD (Electronic Non  
494 Radar Device) speed timing device since there are no white lines painted on the street, and  
495 then obtain permission from the residents' to park in their driveway or sit on their porch.
- 496 2. There are no speed limits signs posted in this area. In accordance with §17-113 of the  
497 Borough Code of Ordinances, the following speed limits are hereby established on all  
498 remaining streets of the Borough of Mifflinburg wherein speed limits have not been  
499 established by ordinance or by statute, the speed limit shall be 25 miles per hour.  
500

501 Mr. Steese stated that he doesn't think the Mifflinburg Police Department would observe any speeding  
502 offenses in this area. Mrs. Metzger informed Borough Council that Mr. Mitchell has obtained some  
503 pricing for the "Children Ahead" signs; the cost would be around \$250.00 to \$300.00 just to install one  
504 (1) sign. Additionally, the sign would have to meet PennDOT's rules and regulations for signs. Mr.  
505 Rowe suggested that the Borough could remove the "Children Ahead" sign that is located on Boro Line  
506 Road since there are no longer children in that area. A discussion was held; it was the consensus of  
507 Borough Council to remove the "Children Ahead" sign that is located on Boro Line Road and relocate  
508 the sign to Mountview Road.  
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519 Mrs. Hackenberg informed Borough Council that they received a copy of Mr. Troy A. Berkheiser's  
520 letter of resignation include in the information tonight which reads as follows:

521  
522 Hello Members of Mifflinburg Borough Council,

523  
524 This is to inform you that I will be resigning from my position as a Mifflinburg Borough  
525 Councilman as of Monday, July 31, 2017. Due to circumstances beyond my control, I am  
526 unable to fulfill my duties of Councilman. It has been an honor and pleasure to work and serve  
527 beside all of you. I have complete confidence in all members that you will continue to make  
528 great decisions for the Borough of Mifflinburg. I want to personally thank all members of  
529 Borough Council, Mayor David Cooney, our solicitor, Borough Management and the  
530 Uniformed and Non-Uniformed Employees for all you do to make Mifflinburg, PA a better  
531 place to live.

532  
533 Kind Regards,  
534 Troy A. Berkheiser  
535

536 Mrs. Hackenberg reported that the Borough has thirty (30) to fill the vacancy created by Mr. Berkheiser  
537 as of Monday, July 31, 2017. Mrs. Metzger explained that in the past, Borough Council took action to  
538 accept the resignation and then authorized her to advertise for letters of interest for that particular ward.  
539 Any deliberations and interviews are required to be held during the regular session of the meeting; it  
540 can't be during executive session. A discussion was held; Mrs. Hackenberg announced that the deadline  
541 to submit letters of interest for the position of Council Member for the East Ward is Friday, August 4,  
542 2017. All Candidates will be interviewed at the Tuesday, August 15, 2017 regular Borough Council  
543 meeting and one (1) successful candidate will be appointed to fill the unexpired term, which would  
544 extend through Sunday, December 31, 2017. Mrs. Metzger requested Borough Council action to accept  
545 Mr. Berkheiser's letter of resignation and authorize her to advertise for letters of interest for the position  
546 of Council Member for the East Ward.

547  
548 Motion by: Paul E. Bottiger  
549 Second by: Tod M. Steese  
550

551 **MOTION: To accept the resignation of Mr. Troy A. Berkheiser as a member of Mifflinburg**  
552 **Borough Council effective Monday, July 31, 2017 and authorize Mrs. Metzger to advertise for**  
553 **letters of interest for the position of Council Member for the East Ward.**

554  
555 Approved via unanimous voice vote.  
556

557  
558 Mrs. Hackenberg called an executive session to discuss potential litigation and personnel matters. An  
559 executive session was held from 8:13 PM to 8:49 PM.  
560

561  
562 Motion by: Tod M. Steese  
563 Second by: Richard J. Fry  
564

565 **MOTION: To grant Mr. David Gessner permanent employee status, subject to the terms of the**  
566 **Non-Uniformed Employment Contract, and to give Mr. Gessner a \$0.50/hour raise upon**  
567 **successful completion of his Class B CDL Licenses test.**

568  
569 Approved via unanimous voice vote.  
570

571  
572 Mayor Cooney informed Borough Council that a lady has contacted him requesting that banners be  
573 placed to celebrate Mifflinburg's 225<sup>th</sup> anniversary and also banners that say "Welcome to Mifflinburg".  
574 A discussion was held; it was determined that it was too late in the year to purchase any banners.  
575

576  
577 Motion by: Paul E. Bottiger  
578

579 **MOTION: To adjourn the Mifflinburg Borough Council meeting.**  
580

581 Approved via unanimous voice vote.  
582

583  
584 Meeting adjourned at 8:51 PM.  
585

586 Respectfully Submitted,  
587  
588  
589 Misty L. Ross  
590 Assistant Borough Secretary