

1 MINUTES OF MIFFLINBURG BOROUGH COUNCIL

2 March 21, 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	
13	Frederick C. Dyroff III, 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 Erin Threet and Troy Gaugler.

21  
22  
23 Motion by: Paul E. Bottiger

24 Second by: Troy A. Berkheiser

25  
26 **MOTION: To approve the minutes of the Tuesday, February 21, 2017 regular meeting of**  
27 **Mifflinburg Borough Council.**

28  
29 Approved via unanimous voice vote.

30  
31  
32 Motion by: Troy A. Berkheiser

33 Second by: Paul E. Bottiger

34  
35 **MOTION: To approve payment of Bill List #2017-03 in the amount of \$499,959.81.**

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

38  
39 No – None

40  
41  
42 Mr. Troy Gaugler announced that he is present at tonight’s meeting with regard to the letter he submitted  
43 requesting two (2) Sewer/Water EDU’s for his property at 218 Chestnut Street. Mr. Rowe stated that  
44 this matter would be discussed during the Borough Manager’s Report.

45  
46  
47 Motion by: Troy A. Berkheiser

48 Second by: Paul E. Bottiger

49  
50 **MOTION: To approve the Mifflinburg Borough Zoning Report for February 2017 and authorize**  
51 **payment to the Central Keystone Council of Governments (CK-COG) in the amount of \$1,363.62.**

52  
53 Yes – Mr. Bottiger, Mr. Fry, Mr. Steese, Mr. Zimmerman, Mr. Berkheiser, Mrs. Hackenberg

54  
55 No – None

56  
57  
58 Mrs. Metzger reported that Mr. Runkle has reviewed and provided some revisions to the Central  
59 Keystone Council of Governments (CK-COG) Property Maintenance Agreement. These revisions were  
60 forwarded to the CK-COG’s Solicitor. To date, the Borough has not heard anything additional from the  
61 CK-COG. Borough Council direction is requested as to whether or not we continue with this effort or  
62 wait until we hear from the CK-COG. It was the consensus of Borough Council to wait until hearing  
63 from the CK-COG.

64  
65 Mrs. Erin Threet, HRG, Inc., informed Borough Council that they received a copy of the Engineer’s  
66 Report for March 2017.

67

68 Mrs. Erin Threet, HRG, Inc., provided Borough Council with an update on the status of the Well PW-2  
69 Susquehanna River Basin Commission (SRBC) Compliance Assistance. Mrs. Threet reported that the  
70 2016 Annual Report was submitted to SRBC via correspondence dated Tuesday, February 28, 2017. To  
71 date, HRG, Inc. has not received a response. Additionally, the Docket condition that necessitates this  
72 wetland monitoring and annual reporting is written in a way that requires data to be collected “while  
73 operating the well at or near the approved maximum pumping rate” of 554,000 gallons per day.  
74 Unfortunately, even though the Borough is using the Well PW-2 as their primary source, the average  
75 daily demand for the system is only approximately 350,000 gallons per day (approximately 63% of the  
76 permitted maximum rate). Therefore, as confirmed through recent conversation with SRBC  
77 Representatives, it is unlikely that the Borough will be able to satisfy the Docket condition as currently  
78 written. A discussion was held; Mrs. Threet informed Borough Council that HRG, Inc. will be working  
79 with the Borough and SRBC Staff in the coming months to address this issue with the goal of  
80 minimizing future monitoring requirements and the costs associated with them while also allowing for  
81 more operational flexibility in choosing sources based in water quality.

82  
83 Mrs. Erin Threet, HRG, Inc., provided Borough Council with an update on the status of the Oak Avenue  
84 Sanitary Sewer Main Replacement Project. Mrs. Threet reported that HRG, Inc. is aware that Borough  
85 Council authorized to proceed with the award of the Oak Avenue Sanitary Sewer Main Replacement  
86 Project to Dave Gutelius Excavating, Inc. for a total unit price bid amount of \$123,462.50 at their  
87 Tuesday, February 21, 2017 regular Borough Council meeting. The project was bid on the condition  
88 that the Developer’s work would be completed prior to the Borough’s contractor beginning their work.  
89 To date, the Developer has not yet satisfied the conditions of the Planning Commission’s approval nor  
90 taken sufficient steps to demonstrate action towards the completion of their work. The Contract  
91 Documents provide a 120-day window from the date of bid opening to bid acceptance. Therefore, HRG,  
92 Inc. must delay issuance of the Notice of Intent to Award until the Developer satisfies the conditions of  
93 their approval and is moving forward with their project. If this does not occur in a timely manner, the  
94 Borough may not be able to award the contract work. The 120-day window for bid acceptance will  
95 expire on Sunday, June 17, 2017. Mrs. Threet clarified that she will issue the Notice of Intent to Award  
96 once the Developer satisfies the conditions of their approval and is moving forward with their project.

97  
98 Mr. Zimmerman inquired if Mrs. Threet contacted Dave Gutelius Excavating, Inc. and clarified that Mr.  
99 Gutelius contacted him and asked why he hasn’t received the Notice of Intent to Award when he was  
100 awarded the project. Mr. Tira reported that he spoke with Mr. Gutelius’s Attorney today and made him  
101 aware of the situation; Mr. Gutelius’s Attorney indicated that the Developer will be submitting a request  
102 for a Zoning determination to get this project moving forward.

103  
104 Mrs. Erin Threet, HRG, Inc., provided Borough Council with an update on the status of the membranes  
105 at the Wastewater Treatment Plant. Mrs. Threet reported that the Borough crew has pulled and sent the  
106 membrane samples from the Wastewater Treatment Plant required for the membrane autopsy that Avista  
107 Technologies was engaged to complete; however we have not received the results from this testing. It’s  
108 anticipated that we will have the results from this testing by the Work Session that is scheduled for  
109 Tuesday, April 4, 2017 at 7:00 PM. Mrs. Threet informed Borough Council that she would not be able  
110 to attend the Work Session until around 7:30 PM due to another meeting.

111  
112 Mrs. Metzger reported that Borough Management met with Providence Engineering, the Central  
113 Keystone Council of Governments (CK-COG) Codes Inspector, and Mifflinburg Hose Company  
114 Representatives on Thursday, March 16, 2017 to facilitate the project at the Mifflinburg Hose Company  
115 Building located at 325 Chestnut Street. Borough Management requested an engineering quote from  
116 Providence Engineering to prepare the calculations and work necessary for the installation of the  
117 doorway to the old public restroom area where the Cascade System will be installed. It’s been  
118 determined that a code analysis will not have to be completed. Borough Council action is requested to  
119 award the required engineering work to Providence Engineering in the amount of \$18,000.00.

120  
121 Motion by: Paul E. Bottiger  
122 Second by: Troy A. Berkheiser

123  
124 **MOTION: To award the required engineering work for the Mifflinburg Hose Company Building**  
125 **located at 325 Chestnut Street to Providence Engineering in the amount of \$18,000.00.**

126  
127 Yes – Mr. Fry, Mr. Steese, Mr. Zimmerman, Mr. Berkheiser, Mr. Bottiger, Mrs. Hackenberg

128  
129 No – None

130  
131  
132  
133

134 Mrs. Metzger informed Borough Council that Borough Management has prepared the Field Lighting and  
135 Field Use Agreements between the Borough of Mifflinburg and the Mifflinburg Little League  
136 Association and the Borough of Mifflinburg and the Harry F. Haney Memorial Park Association. The  
137 proposed lighting fees will remain the same as in 2016 (a fee of \$1,050.00 each, with the Mifflinburg  
138 Little League being charged an additional \$150.00 if they choose to again offer a Fall Ball program).  
139 Borough Council action is requested to approve these Field Lighting Agreements.

140  
141 Motion by: Paul E. Bottiger  
142 Second by: Tod M. Steese  
143

144 **MOTION: To approve the Field Lighting Agreements between the Borough of Mifflinburg and**  
145 **the Mifflinburg Little League Association and the Borough of Mifflinburg and the Harry F.**  
146 **Haney Memorial Park Association.**

147  
148 Yes – Mr. Steese, Mr. Zimmerman, Mr. Berkheiser, Mr. Bottiger, Mr. Fry, Mrs. Hackenberg  
149  
150 No – None  
151

152  
153 Mrs. Metzger informed Borough Council that Borough Management has also prepared the Field Use  
154 Agreement between the Borough of Mifflinburg and the Mifflinburg Area School District. There is no  
155 fee for this agreement. Borough Council action is requested to approve this agreement.

156  
157 Motion by: Troy A. Berkheiser  
158 Second by: Paul E. Bottiger  
159

160 **MOTION: To approve the Field Use Agreement between the Borough of Mifflinburg and the**  
161 **Mifflinburg Area School District.**

162  
163 Approved via unanimous voice vote.  
164  
165

166 Mrs. Metzger informed Borough Council that Borough Management has prepared the Athletic Use  
167 Agreement between the Borough of Mifflinburg and the Mifflinburg Swim Team. The proposed fees  
168 will remain the same as in 2016 (a cost of \$35.00 per team member). Borough Council action is  
169 requested to approve this agreement.

170  
171 Motion by: Paul E. Bottiger  
172 Second by: Duane L. Zimmerman  
173

174 **MOTION: To approve the Athletic Use Agreement between the Borough of Mifflinburg and the**  
175 **Mifflinburg Swim Team.**

176  
177 Yes – Mr. Zimmerman, Mr. Berkheiser, Mr. Bottiger, Mr. Fry, Mr. Steese, Mrs. Hackenberg  
178  
179 No – None  
180  
181

182 Mrs. Metzger reported that Mr. Jason W. Mitchell, the Borough Public Works Supervisor, has been  
183 working with the Union County Planning Department to obtain quotes for the repair of the recycling  
184 roll-off containers. There were two (2) quotes received and are as follows:

	<u>Orchard</u>	<u>Martin's</u>	<u>J D</u>
	<u>Hill Welding</u>	<u>Steel LLC</u>	<u>Welding</u>
188 <u>Item No. &amp; Description</u>			
189 Container S-287 (Size 8' x 5' x 24 1/2')	\$ 1,754.00	\$ 4,080.50	NO BID
190 Container S-286 (Size 8' x 5' x 24 1/2')	\$ 1,700.00	\$ 3,708.00	NO BID
191 Container S-284E (Size 8' x 5' x 24 1/2')	\$ 1,700.00	\$ 3,753.50	NO BID
192 Container S-288 (Size 8' x 5' x 24 1/2')	\$ 1,715.00	\$ 3,896.50	NO BID
193 Container S-285B (Size 8' x 5' x 24 1/2')	\$ 1,715.00	\$ 3,891.50	NO BID
194 Container S-289 (Size 8' x 7' x 24 1/2')	\$ 1,775.00	\$ 3,442.50	NO BID
195 Container S-282 (Size 8' x 7' x 24 1/2')	\$ 1,775.00	\$ 3,611.50	NO BID
196 Container S-291B (Size 8' x 5' x 15')	<u>\$ 1,675.00</u>	<u>\$ 3,571.00</u>	NO BID
197	\$13,809.00	\$29,955.00	

198  
199

200 \*Prices for additional work if needed. These items should be priced on an individual per item  
201 each basis.

202					
203	Price/each extra side support up-right	\$	7.50	\$	28.00 NO BID
204	Price/each extra short Side support up-right	\$	6.25	\$	26.00 NO BID
205	Price/each extra rear door support center up-right	\$	5.85	\$	28.00 NO BID
206	Price/each extra 6" x 12" repair plate	\$	1.75	\$	22.50 NO BID
207	Price/each extra 8" x 12" repair plate	\$	2.25	\$	23.00 NO BID
208					

209 Mrs. Metzger reminded Borough Council that this work is eligible for reimbursement from a grant  
210 received by the County. Since this is a Reimbursement Grant, the Borough has to complete the work  
211 first and then submit for reimbursement. Borough Council action is requested to award this work to  
212 Orchard Hill Welding.

213  
214 Motion by: Paul E. Bottiger  
215 Second by: Duane L. Zimmerman

216  
217 **MOTION: To award the repair of the recycling roll-off containers to Orchard Hill Welding for a**  
218 **unit price basis in the amount of \$13,809.00.**

219  
220 Mr. Fry inquired how many roll-off containers needed to be repaired. Mr. Rowe reported that there  
221 were eight (8) roll-off containers that needed to be repaired.

222  
223 Yes – Mr. Berkheiser, Mr. Bottiger, Mr. Fry, Mr. Steese, Mr. Zimmerman, Mrs. Hackenberg

224  
225 No – None

226  
227  
228 Mrs. Metzger requested Borough Council action to approve the dates for the Annual Spring Drop-Off  
229 event for April 26-28, 2017 (12:00-8:00 PM) and April 29, 2017 (8:00 AM-12:00 PM). Mr. Jason W.  
230 Mitchell, the Borough Public Works Supervisor, has solicited quotes for hauling fees for this project.  
231 The quote opening was held on Monday, March 20, 2017 at 1:00 PM. There were two (2) quotes  
232 received and are as follows:

	<u>B&amp;W</u>	<u>Hometown</u>
	<u>Disposal</u>	<u>Disposal</u>
233		
234		
235	Roll-off load hauled	\$ 245.00 \$ 228.00
236	Total price per ton for disposal	\$ 48.05 \$ 48.05
237	Cost for return of unused roll-off	<u>\$ 225.00</u> <u>\$ 200.00</u>
238	Estimated cost based on 2016 quantities	\$7,433.91 \$7,102.91
239		

240 A copy of the quote tabulation is included in the information tonight. Borough Council action is  
241 requested to approve the dates for the Annual Spring Drop-Off event and award the Annual Spring  
242 Drop-Off event to Hometown Disposal for the unit price amounts as listed on the tabulation.

243  
244 Motion by: Paul E. Bottiger  
245 Second by: Troy A. Berkheiser

246  
247 **MOTION: To approve the dates for the Annual Spring Drop-Off event for April 26-28, 2017**  
248 **(12:00-8:00 PM) and April 29, 2017 (8:00 AM-12:00 PM) and award the Annual Spring Drop-Off**  
249 **event to Hometown Disposal for the unit price amounts of \$228.00 per Roll-off load hauled; \$48.05**  
250 **for total price per ton for disposal; \$200.00 for cost for return of unused roll-off.**

251  
252 Mr. Bottiger inquired if there was a way to limit the Annual Spring Drop-Off event to Borough residents  
253 only. Mrs. Metzger reported that the Borough Employees will do their best to check proof of residency  
254 for those using this event.

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

257  
258 No – None

259  
260  
261 Mrs. Metzger reported that there was a Lease Agreement between the Borough of Mifflinburg and Mr.  
262 Robert Stahl for the use of the lot adjacent to the Mifflinburg Community Park (the former "Ice Skating  
263 Pond"). Mr. Ryan Stahl is now the owner of this property. Mrs. Metzger informed Borough Council  
264 that she spoke with Mr. Ryan Stahl earlier today and he is willing to keep the same terms of the  
265 agreement. Borough Council permission is requested to move forward with drafting this agreement.

266

267 Motion by: Paul E. Bottiger  
268 Second by: Troy A. Berkheiser

269  
270 **MOTION: To authorize Mrs. Metzger to move forward with drafting a Lease Agreement between**  
271 **the Borough of Mifflinburg and Mr. Ryan Stahl for the use of the lot adjacent to the Mifflinburg**  
272 **Community Park.**

273  
274 Mrs. Metzger clarified that she may require Mr. Tira's assistance with drafting the Lease Agreement  
275 between the Borough of Mifflinburg and Mr. Ryan Stahl.

276  
277 Yes – Mr. Fry, Mr. Steese, Mr. Zimmerman, Mr. Berkheiser, Mr. Bottiger, Mrs. Hackenberg

278  
279 No – None

280  
281  
282 Mrs. Metzger requested an executive session to discuss potential litigation and personnel matters.

283  
284 Mr. Rowe informed Borough Council that Mr. Troy Gaugler has submitted a request for two (2)  
285 Sewer/Water EDU's for his property located at 218 Chestnut Street in order to build a duplex. Borough  
286 Council action is requested to approve this request.

287  
288 Motion by: Tod M. Steese  
289 Second by: Troy A. Berkheiser

290  
291 **MOTION: To award two (2) Sewer/Water EDU's to Mr. Troy Gaugler for his property located at**  
292 **218 Chestnut Street at a cost of \$3,500.00/EDU.**

293  
294 Yes – Mr. Steese, Mr. Zimmerman, Mr. Berkheiser, Mr. Bottiger, Mr. Fry, Mrs. Hackenberg

295  
296 No – None

297  
298  
299 Mr. Rowe informed Borough Council that HRG, Inc. has submitted a request for one (1) additional  
300 Sewer/Water EDU for the proposed Mifflinburg Original Italian Pizza restaurant located at 910/914  
301 Chestnut Street. Mrs. Erin Threet, HRG, Inc., explained that HRG, Inc. calculated that the proposed  
302 restaurant will represent four (4) Sewer/Water EDU's. The existing properties/addresses subject to  
303 development represent a total of three (3) Sewer/Water EDU's. As a result, one (1) additional  
304 Sewer/Water EDU is required for the proposed project. Borough Council action is requested to approve  
305 this request.

306  
307 Motion by: Troy A. Berkheiser  
308 Second by: Paul E. Bottiger

309  
310 **MOTION: To award one (1) additional Sewer/Water EDU for the proposed Mifflinburg Original**  
311 **Italian Pizza restaurant located at 910/914 Chestnut Street at a cost of \$3,500.00.**

312  
313 Approved via unanimous voice vote.

314  
315  
316 Mr. Rowe reported that Trutt Realty Holdings, LLC also submitted a request for one (1) Sewer/Water  
317 EDU for the new pharmacy building that is being constructed at 155 Walnut Street. Since there is  
318 currently two (2) Sewer/Water EDU's in place at this location, Trutt Realty Holdings, LLC will not be  
319 required to get any additional EDU approvals.

320  
321 Mayor Cooney provided Borough Council with an update on the status of the traffic signal at 4<sup>th</sup> &  
322 Chestnut Streets. Mayor Cooney reported that he contacted PennDOT regarding installing an LED  
323 strobe at the traffic signal at 4<sup>th</sup> & Chestnut Streets. PennDOT indicated that they do not favor the  
324 strobe lighting that was suggested, but instead recommends the installation of a reflective back board  
325 around the signal to improve visibility. Installation of this reflective back board does not require a  
326 permit amendment for the traffic signal, but it does require that an Engineer prepare a calculation/study  
327 which determines wind resistance and weight on the existing cable. Mrs. Metzger has requested a quote  
328 from HRG, Inc. for this work and received a cost estimate of \$3,500.00. A discussion was held; it was  
329 determined that this matter would be discussed further at the Work Session scheduled for Tuesday, April  
330 4, 2017 at 7:00 PM. Mayor Cooney stated that he would speak with the Public Safety Committee at  
331 their meeting scheduled for Tuesday, March 28, 2017 at 7:00 PM.

332 Mrs. Erin Threet, HRG, Inc. clarified that the cost estimate of \$3,500.00 was only a ballpark amount; if  
333 Borough Council wants a firm actual number they need to let her know. It was the consensus of  
334 Borough Council to authorize Mrs. Threet to prepare an actual proposal.  
335

336 Mrs. Metzger requested Borough Council action to rehire the following Mifflinburg Park/Pool  
337 employees for the 2017 season:  
338

339 Park Directors

340 Matt Wells

341 Maura McGlaughlin  
342

343 Park Employee

344 Gillian Allen

Tyler Bailey

Nolan Beck

345 Mason Bollinger

Aiden Bomgardner

Olivia Finerghty

346 Molly Kerstetter

Aaron Lichtel

Thomas Lichtel

347 Madison Machmer

Sydney McGlaughlin

Megan Nogle

348 Rachael Peoples

Michael Renard

Katie Sauers

349 Casey Snook  
350

Mashayla Valentine

351 A copy of the list has been included in the information tonight. Borough Council action is requested to  
352 rehire the Mifflinburg Park/Pool employees as listed.  
353

354 Motion by: Paul E. Bottiger

355 Second by: Troy A. Berkheiser  
356

357 **MOTION: To rehire the Mifflinburg Park/Pool employees for the 2017 season as listed.**  
358

359 Approved via unanimous voice vote.  
360  
361

362 Mrs. Metzger informed Borough Council that they received a copy of the 2017 Special Events for the  
363 Mifflinburg Community Ambulance Association included in the information tonight which reads as  
364 follows:

- 365 • Monthly Ambulance Board meetings.
- 366 • Mifflinburg Ambulance Annual Banquet.
- 367 • Activities (tours, programs) for Emergency Medical Services Week.
- 368 • Educational Programs and Tours.
- 369 • Ambulance Trainings and Continuing Education Classes.
- 370 • Mifflinburg Hose Company Parade and Carnival.
- 371 • New Berlin Fire Company Parade.
- 372 • Lewisburg's Veteran's Day Parade.
- 373 • Mifflinburg Area School District Sporting Events.
- 374 • Buffalo Valley Sportsman's Club Klondike Derby.
- 375 • R B Winter State Park Winterfest.
- 376 • Mifflinburg Fourth of July Activities – 5K, Fireworks.
- 377 • The Dam Half Race - R B Winter.
- 378 • Miracle Mile Race - Mifflinburg.
- 379 • Mifflinburg Safety Fair.
- 380 • CJ's Resolution Challenge Race - R B Winter.
- 381 • Mud Run  
382

383 Borough Council action is request to approve the 2017 Special Events for the Mifflinburg Community  
384 Ambulance Association as presented.  
385

386 Motion by: Paul E. Bottiger

387 Second by: Duane L. Zimmerman  
388

389 **MOTION: To approve the 2017 Special Events for the Mifflinburg Community Ambulance**  
390 **Association as presented.**  
391

392 Approved via unanimous voice vote.  
393  
394

395 Mayor Cooney informed Borough Council that they received a copy of the Monthly Police Report for  
396 February 2017 included in the information tonight.  
397

398 Mayor Cooney reported that Mr. Jeremiah Allen, Mifflinburg Cross Country/Track & Field Coach, is  
399 requesting permission to use Market Street, from 3<sup>rd</sup> Street, East to the Mifflinburg Middle School, on  
400 Thursday, June 8, 2017 from 5:30 PM to 7:30 PM to conduct the Mifflinburg Miracle Mile. Mr. Allen  
401 has contacted the Mifflinburg Fire Police; the Mifflinburg Fire Police indicated that they were good to  
402 work this event. Mayor Cooney clarified that this event was also included on the approved Special  
403 Events list for the Mifflinburg Fire Police. Mayor Cooney stated that he intends to send Mr. Allen a  
404 letter approving this event.

405  
406 Mayor Cooney announced that the Mifflinburg Safety Fair is scheduled for Wednesday, June 14, 2017  
407 from 5:00 PM to 8:00 PM at the Mifflinburg Community Park. In accordance with the Borough of  
408 Mifflinburg Pavilion Reservation Terms and Conditions of Agreement all special events held at the  
409 Mifflinburg Community Park/Pool must be pre-approved by Borough Council or the Borough Manager  
410 and will require a security deposit in the amount of \$250.00. Borough Council action is requested to  
411 approve this event and waive the \$250.00 security deposit.

412  
413 Motion by: Tod M. Steese  
414 Second by: Paul A. Bottiger

415  
416 **MOTION: To approve Mayor Cooney's request to utilize the Mifflinburg Community Park on**  
417 **Wednesday, June 14, 2017 from 5:00 PM to 8:00 PM to conduct the Mifflinburg Safety Fair and**  
418 **to waive the \$250.00 security deposit.**

419  
420 Approved via unanimous voice vote.

421  
422  
423 Mayor Cooney informed Borough Council that two (2) Mifflinburg Police Officers, Mark Bailey and  
424 Tracy Fetterman, are conducting A.L.I.C.E. Training tonight at the YMCA in conjunction with Subway  
425 employees.

426  
427 Mayor Cooney announced that there is a Public Safety Committee meeting scheduled for Tuesday,  
428 March 28, 2017 at 7:00 PM to review and discuss the 2016 Christkindl Market.

429  
430 Mayor Cooney reported that he and Chief Dyroff met with some vendors regarding the camera system at  
431 the Mifflinburg Community Park.

432  
433 Chief Dyroff informed Borough Council that he provided a Supervisor's Notation to Officer Michele  
434 Foose on Monday, March 6, 2017 for catching a murder suspect which read as follows:

435  
436 That on Saturday, March 4, 2017 at 2230 hours a homicide occurred within the Borough of  
437 Lewisburg, Union County. The actor, Terrell Ralick JORDON, had fatally stabbed Aaron  
438 David BOONE on South 7<sup>th</sup> Street and fled the area. A manhunt ensued for the next 14 hours  
439 in Union County for JORDON.

440  
441 On Sunday, March 5, 2017 at approximately 1254 hours you received information from Union  
442 County Communications regarding the possible location of JORDON to be at 270 Woodland  
443 Estates, Apartment 3 within the Borough of Mifflinburg. You immediately checked our RMS  
444 for intelligence related to the occupants of that apartment. You, along with Officer Tomas  
445 SNYDER and Lt. Barry HOSTERMAN, both of the Buffalo Valley Regional Police  
446 Department, responded to that address. You took a position on the north side of the suspect  
447 building, while Office SNYDER and Lt. HOSTERMAN proceeded towards the suspect  
448 building. While watching the building you observed three young females walking along the  
449 rail trail. You recognized one of the females as one who lives in Apartment 3. You attempted  
450 to get their attention and motioned for them to move in your direction. At this same time your  
451 attention was drawn towards the station parking lot. There you observed the actor JORDON  
452 walking in your direction. You gave verbal commands for him to lie on his stomach while  
453 holding him at gunpoint. You immediately notified Union County Communications that you  
454 have the suspect at gunpoint and requested additional officers to your location. Officer  
455 SNYDER and Lt. HOSTERMAN responded and the actor was taken into custody.

456  
457 Your actions, along with the actions of Officer SNYDER and Lt. HOSTERMAN, brought an  
458 end to the 14 hour manhunt for a killer that was loose in the Borough of Mifflinburg, putting  
459 uneasiness and anxiousness of our community to rest. Your actions are in the finest traditions  
460 of police response and law enforcement. Please continue your diligent duty to the citizens of  
461 the Borough of Mifflinburg. Well done!

462  
463 Chief Dyroff presented Borough Council with some Monthly Highlights for the Mifflinburg Police  
464 Department for February 2017.

465 Chief Dyroff reported that he spoke with the Sheriff's Department about providing vehicle lockout  
466 service for drivers who accidentally lock their keys in the vehicle. The Mifflinburg Police Department  
467 does not currently provide this service; however this is something he would like to begin providing.  
468 Chief Dyroff informed Borough Council that he obtained a copy of the Waiver of Liability form that  
469 Bucknell University uses and forward it to Mr. Tira for review. Mr. Tira has reviewed the form and  
470 added some verbiage. Borough Council action is requested to authorize the Mifflinburg Police  
471 Department to begin providing vehicle lockout service and purchase the required lockout kits.

472  
473 Motion by: Paul A. Bottiger

474 Second by: Troy A. Berkheiser

475

476 **MOTION: To authorize the Mifflinburg Police Department to begin providing vehicle lockout**  
477 **service and purchase the required lockout kits.**

478

479 Approved via unanimous voice vote.

480

481

482 Chief Dyroff reminded Borough Council that Mr. Salvatore Mazzamuto, property owner of 371/373  
483 Chestnut Street, attended the Tuesday, February 21, 2017 regular Borough Council meeting regarding  
484 traffic concerns with his property located at 4<sup>th</sup> and Chestnut Streets. Mr. Mazzamuto reported that he is  
485 having problems with trucks hitting the front roof canopy of his building while turning east onto  
486 Chestnut Street. Chief Dyroff informed Borough Council that the Mifflinburg Police Department has  
487 observed this intersection; however they did not observe any violations. A meeting is scheduled with  
488 PennDOT and Mr. Mazzamuto for Thursday, March 30, 2017 at 10:00 AM.

489

490 Mayor Cooney informed Borough Council that Mr. Luis Montesinos has contacted him about having a  
491 dog park at the Mifflinburg Community Park where the old mini golf court use to be. Mr. Montesinos is  
492 willing to attend a meeting and do a presentation. Mr. Zimmerman, Mr. Bottiger, and Mrs. Metzger all  
493 agreed that they don't think the Mifflinburg Community Park would be a good location to have a dog  
494 park. A discussion was held; Mrs. Hackenberg directed this matter to be discussed further at the Work  
495 Session that is scheduled for Tuesday, April 4, 2017 at 7:00 PM. Mayor Cooney stated that he would  
496 contact Mr. Montesinos and invite him to the Work Session.

497

498 Mayor Cooney presented Borough Council with an update for the Mifflinburg Regional Economic  
499 Development (MRED) Alliance. Mayor Cooney informed Borough Council that Mrs. Cherrie Ross, the  
500 Executive Director for the Mifflinburg Heritage and Revitalization Association (MHRA), has been  
501 working on the following things:

502

503

- The Historic Markers for around town.
- The online version of the Historic Walking Tours.
- Adding businesses to the "Made in Mifflinburg" Campaign. Mrs. Ross is up to twenty (20) members.

506

507

508 Mrs. Erin Threet, HRG, Inc., provided Borough Council with an update on the status of the Mulberry  
509 Street Reconstruction Project. Mrs. Threet reported that HRG, Inc. has begun site survey work and  
510 anticipates completion of the survey in the coming weeks pending favorable weather and completion of  
511 the Borough-led property owner coordination. HRG, Inc. hopes to provide preliminary plans for  
512 Borough Staff review in April to allow for bid advertisement in May.

513

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

516

517

- Met with an individual who is interested in purchasing two (2) properties in downtown Mifflinburg; one (1) for renovation and one (1) for a business venture.
- Spoke with an individual who is interested in the NAPA building.
- Assisting the Borough of New Berlin with their solicitation ordinance.

520

521

522

523 Mrs. Hackenberg called an executive session to discuss potential litigation and personnel matters. An  
524 executive session was held from 8:22 PM to 8:57 PM.

525

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531 Motion by: Tod M. Steese  
532 Second by: Richard J. Fry

533

534 **MOTION: To offer the final candidate for the full-time Police Officer position for the Borough of**  
535 **Mifflinburg, Mr. Jackson Stroup, a conditional offer of employment; contingent upon Mr. Stroup**  
536 **fulfilling the following conditions:**

537

- 538 1. **Pass a physical.**
- 539 2. **Pass a psychological test.**
- 540 3. **Pass a drug and alcohol screening test.**
- 541 4. **Obtain a current Act 120 certification.**
- 542 5. **Qualify with a duty issued firearm, to be administered by the Mifflinburg Police**  
543 **Department Firearms Instructor.**
- 544 6. **Provide proof of First Aid and CPR Certification.**

545

546 Approved via unanimous voice vote.

547

548

549 Motion by: Tod M. Steese

550 Second by: Richard J. Fry

551

552 **MOTION: To appoint Mr. Nathan Hummel to the Mifflinburg Planning Commission with a term**  
553 **ending December 31, 2018.**

554

555 Approved via unanimous voice vote.

556

557

558 Motion by: Duane L. Zimmerman

559 Second by: Troy A. Berkheiser

560

561 **MOTION: To offer employment to Mr. Patrick Wetzel at the starting wage of \$15.00/hr. under**  
562 **the terms of the AFSCME employment agreement, as a Maintenance Worker 2, contingent upon**  
563 **successful completion of the required pre-employment testing and criminal and child abuse**  
564 **clearances as recommended by the Borough Manager.**

565

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

567

568 No – None

569

570

571 Mr. Steese stated that he voted yes to the above motion so the Borough moves forward as that's what  
572 he's elected to do; however he believes the interviewing process was not done properly.

573

574

575 Motion by: Troy A. Berkheiser

576

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

578

579 Approved via unanimous voice vote.

580

581

582 Meeting adjourned at 9:01 PM.

583

584 Respectfully Submitted,

585

586

587 Misty L. Ross

588 Assistant Borough Secretary