

1 MINUTES OF MIFFLINBURG BOROUGH COUNCIL

2 July 17, 2018

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4		PRESENT	ABSENT
5	Beverly L. Hackenberg, Council President	X	
6	Tod M. Steese, Vice President	X	
7	Paul E. Bottiger, Council Member		X
8	Richard J. Fry, Council Member	X	
9	Linda L. Lewis, Council Member	X	
10	Duane L. Zimmerman, Council Member	X	
11	David M. Cooney, Mayor	X	
12	Frederick C. Dyroff III, Chief of Police	X	
13	Ryan M. Tira, Solicitor		X - Jonathan L. DeWald was
14	Margaret A. Metzger, Borough Manager	X	present in his place
15	Robert M. Rowe, Borough Project Manager	X	
16	Misty L. Ross, Assistant Secretary	X	

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

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20 Visitors present at this meeting were Jennifer Rager-Kay, Heidi Ruckno, Sharon Koppel, Penn Garvin,
21 Susan Waggoner, Doug Orbaker, Luis Montesinos and Taylor Montesinos.

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24 Motion by: Tod M. Steese
25 Second by: Richard J. Fry

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27 **MOTION: To approve the minutes of the Tuesday, June 19, 2018 regular meeting of Mifflinburg**
28 **Borough Council.**

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30 Approved via unanimous voice vote.

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33 Motion by: Linda L. Lewis
34 Second by: Richard J. Fry

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36 **MOTION: To approve payment of Bill List #2018-07 in the amount of \$268,364.63.**

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38 Yes – Mr. Fry, Ms. Lewis, Mr. Steese, Mr. Zimmerman, Mrs. Hackenberg

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40 No – None

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43 Dr. Jennifer Rager-Kay introduced herself and announced that she is a Democratic candidate for District
44 85 of the Pennsylvania House of Representatives. Dr. Rager-Kay provided Borough Council with a
45 brief narrative of her background and stated that as a native of rural Pennsylvania (PA), her commitment
46 to faith, family and future echo with many in this district. Being the daughter and granddaughter of PA
47 coal miners, she learned to appreciate concerns for losing such a vital resource of jobs and energy and
48 that bouncing back means working tirelessly to achieve our goals, to live our faith, and to invest in our
49 community. With her father having served in The United States Marine Corp during the Vietnam War
50 and herself being a member of both the VFW Auxiliary and Marine Corp League Auxiliary, she has a
51 tremendous amount of respect for our veterans and cares strongly about their treatment. Since moving
52 back to PA after completing her medical training, she has been actively involved in creating change in
53 her community. The mother of a 5-year-old son, she is truly invested and committed to the growth and
54 sustainability of our region; and it's her duty as a physician to bring awareness to the health and welfare
55 of those living here. It is these two (2) issues for which she has chosen as the focus for her campaign
56 platform. Her ideas for community and state economic growth and how it relates to ensuring the
57 personal and environmental well-being of residents further supports her emphasis of putting people first.
58 Dr. Rager-Kay clarified that this campaign is not about her and it's not about conforming to typical
59 partisan politics; she is running for office to serve as a voice for the people of the 85th district and to
60 fight for what is right, not what is expected. For her this means:

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 - 63 ✓ Investing in an Economy with Better Jobs that Work for Everyone.
 - 64 ✓ Improving Access to Health Care & a Solution to the Opioid Crisis.
 - 65 ✓ School Reform for a Quality Education to Learn Today & Work Tomorrow.
 - 66 ✓ Election Reform & a Better, Honest, and Transparent Government.
 - 67 ✓ Balancing the Budget and Pension Crisis through Fiscal Responsibility & Honest Budgeting.

68 Dr. Rager-Kay provided Mrs. Metzger with some flyers and business cards for the campaign and stated
69 that in case anyone has any questions, they may email the campaign or visited the campaign website.

70
71 Mr. Luis & Mrs. Taylor Montesinos attended tonight's meeting regarding the proposed Mifflinburg Dog
72 Park at the Harry Haney Park on North 8th street. Mr. Montesinos informed Borough Council that he
73 has received and reviewed the draft Use Agreement between the Borough and the Mifflinburg Dog Park
74 Association and he has a few questions with the agreement. In terms of fundraising, it's really going to
75 depend on where things stand with the contract. It's anticipated to cost around \$6,000.00 for just
76 materials (i.e. fencing, signage, etc.) needed to open the dog park. So far, around \$2,500.00 has been
77 raised. Mr. Montesinos clarified that there were a few individuals who wanted to wait until a formal
78 agreement has been signed prior to donating. As far as the draft Use Agreement, his question is with
79 regard to Number 7 "Responsibilities of the Association" of the agreement. In accordance with Number
80 7 "Responsibilities of the Association" of the agreement, the Mifflinburg Dog Park Association shall be
81 responsible for certain maintenance within and at the perimeter of the dog park area as defined below:

- 82
- 83 i. Removal, trimming, and disposal of weeds or other undesirable plant materials from
84 ground surfaces, through non-chemical means.
 - 85 ii. Removal and disposal of litter and debris from turf, soil, paved or mulched areas.
 - 86 iii. Proper removal and disposal of dog waste.
 - 87 iv. Insuring that the surface of the dog park is smooth and free of holes greater than six (6)
88 inches in diameter and/or depth.
 - 89 v. Removal of trash bags from the dog park and placement in Borough provided dumpster.
 - 90 vi. Repair or replacement of all signage required at the dog park.
 - 91 vii. Removing graffiti on the dog park signs, fences, and equipment.
- 92

93 Mr. Montesinos explained that it was their understanding that the Borough already takes care of the
94 removal, trimming, and disposal of weeds or other undesirable plant materials from ground surfaces and
95 removal of trash at the Harry Haney Park on North 8th street. Additionally, Mr. Montesinos inquired if
96 the Mifflinburg Dog Park Association would absolutely be required to carry insurance. A discussion
97 was held; Mrs. Metzger clarified that the draft Use Agreement between the Borough of Mifflinburg and
98 the Mifflinburg Dog Park Association was prepared by Mr. Tira in October 2017 based on what was
99 previously discussed. Mrs. Hackenberg referred this matter to the Borough Work Session that is
100 scheduled for Tuesday, August 7, 2018 to be discussed further.

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103 Motion by: Tod M. Steese

104 Second by: Richard J. Fry

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106 **MOTION: To approve the Mifflinburg Borough Zoning Report for June 2018 and authorize**
107 **payment to the Central Keystone Council of Governments (CK-COG) in the amount of \$2,296.42.**

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109 Yes – Ms. Lewis, Mr. Steese, Mr. Zimmerman, Mr. Fry, Mrs. Hackenberg

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111 No – None

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114 Mrs. Metzger provided Borough Council with an update on the status of the Pole Attachment Licensing
115 Agreement for Windstream Communications. Mrs. Metzger reported that Windstream Communications
116 has finally signed the Pole Attachment Licensing Agreement. The agreement begins January 1, 2016
117 and has a three (3) year term with an automatic renewal term of three (3) years unless proper termination
118 notice is given. Windstream Communications have agreed to all of the terms including the application
119 fee. Borough Council action is requested to approve this agreement.

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121 Motion by: Linda L. Lewis

122 Second by: Duane L. Zimmerman

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124 **MOTION: To approve the Pole Attachment Licensing Agreement between the Borough of**
125 **Mifflinburg and Windstream Communications.**

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127 Approved via unanimous voice vote.

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134 Mrs. Metzger announced that she has submitted the Community Development Block Grant (CDBG)
135 Application through the Pennsylvania Department of Community and Economic Development (DCED)
136 for the sewer main repair portion of the Hickory Street Sewer Replacement Project (between 3rd and 4th
137 Streets) as approved at last month's meeting. The estimated cost of the Hickory Street Sewer
138 Replacement Project was \$260,000.00, and the grant amount applied for was \$100,000.00. This grant
139 requires that an income survey be completed of the residents who directly benefit from this project. The
140 surveys were sent out on Tuesday, July 10, 2018. 100% responses must be received in order to be
141 considered for this funding. If responses aren't received via mail, then a door to door survey must be
142 completed. All surveys must be back by Tuesday July 31, 2018.
143

144 Mrs. Metzger reported that she has been in contact with a Representative from the United States
145 Department of Agriculture (USDA) regarding their Pennsylvania Small Water & Sewer Grant/Loan
146 Program. This grant program is intended to provide assistance with the construction, improvement,
147 expansion, or rehabilitation or repair of a water supply or sanitary sewer system. Grants are available
148 for projects with a total cost of not less than \$30,000.00 and not more than \$500,000.00. If funds are
149 available, a grant may be combined with a loan if necessary to keep user costs reasonable. The loan
150 term would be up to 40-year payback period, based on the useful life of the facilities financed, with
151 fixed interest rates, based on the need for the project and the median household income of the area to be
152 served. The current interest rates for 4th Quarter FY 2018, effective July 1, 2018 to September 30, 2018
153 is 3.125%. Mrs. Metzger clarified that this is not a grant only program, there would be a larger
154 component of debt than grant; however this program may allow the Borough to make larger repairs
155 more quickly than they could afford them through our annual budget allotment. This program could be
156 an opportunity for the Borough to obtain funding to do significant sewer infrastructure repairs. Mrs.
157 Metzger requested that this matter be discussed further at the Borough Work Session that is scheduled
158 for Tuesday, August 7, 2018.
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160 Mrs. Metzger informed Borough Council that Mr. Jim Emery, Codes Enforcement Officer for the
161 Central Keystone Council of Governments (CK-COG), has requested a meeting with Borough Council
162 to discuss new programs that are being offered by the CK-COG. Additionally, Mr. Donald Bowman,
163 Chairman of the Mifflinburg Planning Commission, would also like to speak with Borough Council at
164 their Borough Work Session to discuss a potential Ordinance Amendment for farm animals in the
165 Borough. Both Mr. Emery and Mr. Bowman will be invited to attend the Borough Work Session that is
166 scheduled for Tuesday, August 7, 2018.
167

168 Mr. DeWald provided Borough Council with an update on the status of the Utility Dedication
169 information for Mr. Dave Gutelius's 8th Street Development. Mr. DeWald reported that Mr. Gutelius's
170 Attorney, Mr. E. Lee Stinnett II of Salzman Hughes, P.C, has provided the draft Deed of Dedication
171 and the Deed of Easement between Dave W. Gutelius and Cindy L. Gutelius and the Borough of
172 Mifflinburg for the sanitary sewage line, water line, stormwater facilities, electrical facilities, and related
173 facilities (the "Utilities") within the 8th Street subdivision. The Deed of Dedication and the Deed of
174 Easement have been reviewed and there was an issue with the easement that needed to be addressed.
175 The easement did not extend to the entire western edge of the property adjacent to lot 1. Mr. DeWald
176 informed Borough Council that the easement has been resubmitted back to Mr. Gutelius's Attorney and
177 it's anticipated that the revised dedication documents should be ready for Borough Council
178 consideration at the Tuesday, August 21, 2018 regular Borough Council meeting.
179

180 Mrs. Metzger provided Borough Council with an update on the status of the Borough's Water Allocation
181 Permit Renewal Application. Mrs. Metzger reported that as previously reported, HRG, Inc., submitted
182 the Borough's Water Allocation Permit Application to Pennsylvania Department of Environmental
183 Protection (DEP) and the Susquehanna River Basin Commission (SRBC) via correspondence in
184 November 2017. The updated service area map and Drought Contingency Plan were submitted on
185 Thursday, July 12, 2018. The SRBC has provided their review letter to DEP on Thursday, July 12,
186 2018. They are looking for two (2) things to be added: that the Borough enact and implement a formal
187 Water Conservation Program and a Leak Detection Program to help the Borough bring down their
188 unaccounted for water losses. DEP is still awaiting the Pennsylvania Fish and Boat Commission (PFBC)
189 comments and hope to issue the permit sometime in August.
190

191 Mrs. Metzger reported that the Pennsylvania Rural Water Association (PRWA) performed leak detection
192 services in the Borough on Tuesday, July 10, 2018. They used listening equipment on all of the fire
193 hydrants to detect noise or potential leaks. So far, six (6) potential leaks have been located. These leaks
194 will be further investigated during the Borough's after-hours leak detection tonight beginning at
195 midnight (12:00 AM).
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199 Mrs. Metzger reminded Borough Council that at the Tuesday, June 20, 2018 regular Borough Council
200 meeting, they directed her to send a cordial letter to Limestone and West Buffalo Townships asking that
201 they verify the accuracy of their water meters by either providing test results or certification paperwork
202 for any new meters as per the agreement, with language included to contact the Borough to obtain the
203 specific meter specifications or to inquire about additional assistance should they wish to upgrade their
204 meters to be the same as the Borough's meters. Mrs. Metzger reported that she has sent correspondence
205 to both of the Townships asking for a response within sixty (60) days.
206

207 Mrs. Metzger provided Borough Council with an update on the status of the Corrective Action Plan
208 (CAP). Mrs. Metzger reported that as previously reported, the Mifflinburg Sewer system has been
209 placed under a connection prohibition by the Pennsylvania Department of Environmental Protection
210 (DEP) until further notice. A CAP was submitted to DEP on Tuesday, April 24, 2018. DEP responded
211 to the submission of the CAP and Mifflinburg's 2017 Annual Wasteload Management Report (Chapter
212 94 Report) via correspondence dated Monday, May 7, 2018 requiring additional information which
213 included submission of a supplement Chapter 94 Report and revised CAP by no later than Tuesday,
214 August 7, 2018. HRG, Inc. has been working with Borough Staff to compile these requested
215 submissions. A brief summary of the contents of the submissions is as follows:
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- 217 • Supplemental Chapter 94 Report:
 - 218 ○ Partially Revised Flow/Loading Data to account for recent data issues (revised back
 - 219 thru WY 2017).
 - 220 ○ Tributary Municipality Chapter 94 Report Information (from Limestone Township and
 - 221 West Buffalo Township Municipal Authority).
 - 222
- 223 • Revised CAP:
 - 224 ○ Provision of a capacity analysis for each WWTP unit process as compared to recent
 - 225 flow data.
 - 226 ○ Information regarding work completed since the April CAP submission. This work
 - 227 includes continued flow metering, correspondence sent to multiple parties, project
 - 228 scoping and funding coordination, and beginning work on the 8th Street Project.
 - 229

230 Additionally, HRG, Inc. continues to receive, process, and review flow metering data provided by
231 Borough Staff bi-weekly. Borough Council action is requested to authorize her to submit the
232 supplement Chapter 94 Report and revised Corrective Action Plan (CAP) to the Pennsylvania
233 Department of Environmental (DEP) by no later than Tuesday, August 7, 2018
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235 Motion by: Tod M. Steese
236 Second by: Richard J. Fry
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238 **MOTION: To authorize Mrs. Metzger to submit the supplement Chapter 94 Report and revised**
239 **Corrective Action Plan (CAP) to the Pennsylvania Department of Environmental (DEP) by no**
240 **later than Tuesday, August 7, 2018.**
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242 Approved via unanimous voice vote.
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245 Mrs. Metzger informed Borough Council that the response received from DEP contained three
246 comments, one of which was directly related to the tributary municipality connections, and specifically
247 lack of information relating to flow from those connections. There was no information for the tributary
248 municipalities (Limestone Township and West Buffalo Township) submitted with the Chapter 94
249 Report. This information is required to be included in Mifflinburg's annual report. In accordance with
250 25 Pa. Code §94.12(b) "permittees of sewer systems which contribute sewage flows to the plant shall
251 submit information to the permittee of the plant as required to facilitate preparation of the annual
252 report". Both Limestone Township and West Buffalo Township have been notified via correspondence
253 dated Tuesday, May 22, 2018 requesting that they provide a Chapter 94 Report submission for their
254 system by no later than Saturday, July 14, 2018 to allow Mifflinburg sufficient time to make our
255 supplemental submission to DEP. Both of the Townships have responded; Limestone Township
256 submitted their Chapter 94 Report on Friday, July 13, 2018 and West Buffalo Township responded via
257 email on Friday, July 13, 2018 that they do not feel that any revision is necessary to their Chapter 94
258 Report submitted in March. Mrs. Erin Threet, HRG, Inc., provided a spreadsheet to the Township
259 Engineer for West Buffalo Township, which illustrated to them why we are questioning the validity of
260 the flow numbers provided. A revised deadline was provided to West Buffalo Township of Friday, July
261 27, 2018 to submit those reports.
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265 Mrs. Metzger reported that in addition, the mobile home park owners, North Hills MHC, LLC and
266 National Mobile Home Village, were cooperative and allowed the Borough Crew to provide assistance
267 to them a few weeks ago by using our sewer camera to assist them in finding areas in their park
268 infrastructure which have become deteriorated causing extraneous (other than sewer) flows to enter into
269 the Borough's sewer collection system and negatively impact our sewer plant. These findings were
270 shared with the park owners via correspondence dated Tuesday, July 10, 2018. Under the terms of the
271 Borough's Ordinance, each of these findings constitute a violation which must be repaired. This letter
272 provides them with notice that these findings (and any others that are exposed during your work) must
273 be repaired/corrected within 60 days from the date of this letter. Failure to complete the repairs within
274 the prescribed time may result in further action by the Borough of Mifflinburg as stipulated in the
275 Borough's Ordinances.

277 Mrs. Metzger announced that the new flow meters have been delivered and Mr. Rowe will be installing
278 these meters at locations recommended by Erin Threet, HRG, Inc., to measure the Townships flows.

280 Mrs. Metzger informed Borough Council that she has sent correspondence to all local Realtors,
281 Attorneys, and Auctioneers to inform them of the new ordinance requiring sewer lateral inspections
282 prior to a property transfer. A copy of the Private Sewer Lateral Inspection Application (that is to be
283 completed by a Plumber/Inspector) and the Evidence of Compliance Certificate forms have been drafted
284 and will be utilized to document this work. A copy of the forms have been included in the information
285 tonight for Borough Council review. So far, three (3) inspections have been completed: 1 of the
286 inspections passed, 1 failed, and 1 couldn't be completed because the sewer lateral was too curvy and
287 the Plumber/Inspector couldn't get the camera all the way through the lateral. A cleanout will have to be
288 installed in order to complete this inspection. Mrs. Metzger informed Borough Council that she has
289 received numerous phone calls from local Realtors, Attorneys, and Auctioneers on the ordinance and
290 requested Borough Council direction on the following:

- 292 • Whether or not Borough Council wants to contact local Plumbers/Inspectors to explain
293 what we are doing and what we want done. Mr. Zimmerman expressed that he thinks a
294 copy of the ordinance and forms should just be sent to local Plumbers/Inspectors and then
295 they can contact the Borough if they have any questions.
- 297 • Whether or not Borough Council wants to obtain a list of local Plumbers/Inspectors to
298 provide to Realtors, Attorneys, and Auctioneers. Mrs. Metzger clarified that she would
299 contact the Central Keystone Council of Governments (CK-COG) to see if they have a list
300 of licensed Plumbers/Inspectors in the area.
- 302 • Whether or not Borough Council wants to obtain a copy of the videotape surveillance for
303 all sewer lateral inspections. It was the consensus of Borough Council that videotape
304 surveillance would not be necessary for all sewer lateral inspections since a Borough
305 employee will be present during all inspections.

307 Mrs. Metzger pointed out that the ordinance requiring sewer lateral inspections prior to a property
308 transfer took effect Tuesday, May 20, 2018; however the letters notifying local Realtors, Attorneys, and
309 Auctioneers weren't sent out until Friday, July 13, 2018. Thus there is a period where there could have
310 been closings that occurred without an inspection being completed. Mrs. Metzger expressed that in her
311 opinion, if a closing occurred prior to the letters being sent out, she doesn't think it's fair to go back on
312 those individuals. A discussion was held; Borough Council agreed with Mrs. Metzger that the sewer
313 lateral inspections should only be required for closings that occurred after the letters were sent out.

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331 Mrs. Metzger informed Borough Council that she has sent the letter to the Pennsylvania Department of
332 Environmental Protection (DEP) as directed at the Tuesday, June 19, 2018 regular Borough Council
333 meeting to verify that the following actions would be considered to be in compliance with the current
334 sewer connection prohibition:

- 335
- 336 1. Legacy Building Products, Inc.'s request to add a lateral connection point on 8th Street for
337 future utilization by the pavilion type structure they plan to construct at 103 N. 8th Street;
338 contingent upon the conditions that the lateral only be constructed no more than ten feet
339 (10') out of the State's right-of-way on 8th Street and be completely capped off, and that no
340 connection or guarantee of a connection will be made until the prohibition is lifted or EDUs
341 become available.
342
 - 343 2. A modular home company's request to authorize the issuance of building permits during
344 the connection prohibition, with the condition that occupancy and connection permits
345 would be withheld until the prohibition is lifted or until EDUs become available; the
346 Central Keystone Council of Governments (CK-COG) would issue the building permit, but
347 they wouldn't issue the occupancy permit which certifies a building's compliance with
348 applicable building codes and other laws, and indicates it to be in a condition suitable for
349 occupancy.
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351 DEP has responded that the future connection could be completed; however approval of any new
352 construction while under a connection prohibition is prohibited. Mrs. Metzger stated that she has
353 notified the CK-COG of this clarification to ensure that the Borough remains in compliance with regard
354 to new construction.
355

356 Mrs. Metzger requested an executive session to discuss potential litigation.
357

358 Mr. Zimmerman informed Borough Council that he spoke with Mr. Dave Galer, Property Owner and
359 Business Manager at Seedway, LLC (located 275 N. 8th Street), who is very concerned about the truck
360 traffic and the detour route during the closure of 8th Street and what this is going to do to his company.
361 A discussion was held; Mr. Rowe stated that he and PennDOT both met with Mr. Galer and everything
362 has been ironed out.
363

364 Mayor Cooney informed Borough Council that they received a copy of the Monthly Police Report for
365 June 2018 included in the information tonight.
366

367 Mayor Cooney presented Borough Council with an update for Public Safety. Mayor Cooney reported
368 that he has been working on the following things:
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- 370 • The Annual 4th of July festivities at the Mifflinburg Community Park. Mayor Cooney
371 announced that all of the festivities occurred without any problems.
- 372 • Received a complaint from a gentlemen who resides in Montandon, PA regarding Borough
373 residents (on neighboring streets) setting off fireworks during one of the concert held at the
374 Mifflinburg Community Park. The gentlemen expressed that he felt the fireworks were
375 very disruptive resulting in him leaving the concert.
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377 Chief Dyroff presented Borough Council with some Monthly Highlights for the Mifflinburg Police
378 Department for June 2018.
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380 Chief Dyroff announced that the Mifflinburg Police Department purchased a 2018 Utility Police
381 Interceptor Eco Boost from Kovatch Ford. The new police vehicle is now in service.
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397 Chief Dyroff informed Borough Council that as previously reported by Mayor Cooney at the Tuesday,
398 June 19, 2018 regular Borough meeting, he and Mayor Cooney have met with the Co-Stars approved
399 vendor Select Security at the Mifflinburg Community Park regarding the camera system at the Park. In
400 order to provide video coverage of the Park to include the pavilions, pool, inside of the pool house,
401 baseball field, monument, tennis courts, and parking lot Select Security is proposing a camera system
402 that has eighteen (18) cameras as well as a new network video recorder. The cost for the camera and
403 installation would be \$26,692.00; additionally there would be a monthly professional service fee of
404 \$244.00/month. At that meeting, Borough Council had expressed some concerns with the cost of the
405 monthly professional service fee. Chief Dyroff stated that he has been in contact with Select Security to
406 negotiate the cost of the monthly professional service fee. Select Security has indicated that the best
407 they can do at this time is \$111.00/month for three (3) years which would include cleaning and
408 adjustment of equipment; the Professional Service Contract would cover the repair/replacement of any
409 part of the system that fails due to normal wear and tear. Chief Dyroff clarified that \$35,000.00 has
410 been included in the 2018 Budget for the camera system leaving a remaining balance of \$8,308.00,
411 which would cover the service contract for three (3) years leaving a leftover balance of \$4,312.00.
412 Borough Council approval is requested to authorize the Mifflinburg Police Department to move forward
413 with the purchase and installation of the camera system at the Park and to enter into the Professional
414 Service Contract with Select Security, a Co-Stars approved vendor.

415
416 Mrs. Hackenberg inquired if there were any Borough Council Members who would like to table action
417 on the camera system at the Park in order to further discuss the new information provided at the
418 Borough Work Session that is scheduled for Tuesday, August 7, 2018. Mr. Zimmerman reported that he
419 would like to table action on the camera system at the Park; there are a number of items within the
420 Professional Service Contract that are really questionable to him. Mr. Zimmerman stated that he
421 represents the Borough rate payers and to him, he doesn't see how you justify spending roughly
422 \$30,000.00 of the rate payers' money for a wireless camera system at the Park when the Borough
423 already has a standard camera system at the Park and all they have to do is replace the old cameras with
424 new ones, which the Borough employees can do; they've done it before. Mr. Zimmerman added that he
425 found a similar standard camera system on the internet that has sixteen (16) cameras with the same
426 video equipment as the one the Borough currently has in place at the Park, for \$3,726.00. A lengthy
427 discussion was held regarding the quality of the video for enforcement uses. Mr. Steese expressed that
428 he believes the research has been done and that he is personally ready to vote on the camera system at
429 tonight's meeting.

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431 Motion by: Tod M. Steese
432 Second by: Linda L. Lewis

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434 **MOTION: To authorize the Mifflinburg Police Department to move forward with the purchase**
435 **and installation of a camera system at the Mifflinburg Community Park from Select Security in**
436 **the amount of \$26,692.00 and enter into the Installation/Services Agreement with Select Security**
437 **for a monthly service fee of \$111.00/month for three (3) years.**

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439 Yes – Mr. Steese, Mr. Fry, Ms. Lewis, Mrs. Hackenberg

440
441 No – Mr. Zimmerman

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444 Mr. Steese reported that on Friday, July 13, 2018, the Union/Snyder County 9-1-1 Communications
445 Center, which provides 9-1-1 and emergency communications service throughout Union and Snyder
446 Counties, experienced a 9-1-1 service outage. Unfortunately, this was not the first 9-1-1 outage of 2018;
447 this has occurred several times this year. The Communications Center's main responsibility is to
448 dispatch appropriate police, fire, ambulance, rescue, emergency management, local government and/or
449 support services with the least possible delay after a request is received or a requirement is known to
450 exist and provide appropriate telecommunications services to all field users. During the 9-1-1 outages,
451 individuals that are experiencing an emergency can't dial 9-1-1 to contact emergency services to report
452 the incident; they are supposed to go to their local Fire Department where there is personnel on staff
453 ready to assist. During this last 9-1-1 outage, the Mifflinburg Hose Company was dispatched by another
454 County 9-1-1 Communications Center to Lewis Township for an auto accident with injuries. Mr. Steese
455 explained that upon arriving at the auto accident, one of the accident victims approached him and asked
456 where the Mifflinburg Hose Company was and what took so long for them to arrive. The accident
457 victim dialed 9-1-1 multiple times to report the accident and received a busy signal every time. The
458 accident victim contacted a relative that resides in a different County, who dialed 9-1-1 in that County,
459 who contacted Union County, and then Union County contacted the Mifflinburg Hose Company.
460 Thankfully, the Mifflinburg Hose Company is one of the few Fire Departments that still have fire sirens
461 installed (at Yorktowne, the middle of town, and East Green Street) which is how they dispatched
462 firefighters to the auto accident.

463

464 Mr. Steese complimented the Borough Electric Employees on their prompt assistance with repairing the
465 fire siren that's placed at Yorktowne during the 9-1-1 outage. Mr. Steese expressed that he believes the
466 Borough needs to take a more proactive approach to ensure the fire sirens are in working at all times.
467 Furthermore, due to the fact that we have experienced a few of these outages in 2018, he feels that the
468 Borough needs to contact the Central Susquehanna Regional 9-1-1 Center and Union County
469 Commissioners to see why this keeps happening and request that the Union County Commissioners take
470 action to ensure that additional measures are taken to protect our residents, and that the County
471 investigate these outages to determine the cause or causes of the outages, and determine a plan to avoid
472 these outages in the future. These outages are of great concern to first responders serving our
473 municipality; the health and welfare of our residents is imperative.
474

475 Mrs. Hackenberg suggested that the Borough could send an alert on the SwiftReach Swift911 System to
476 all residents and business owners within the Borough; that way Borough residents would at least be
477 informed of the 9-1-1 outages. Ms. Lewis stated that she believes the Borough should also request that
478 the County develop a protocol or standard operating procedure to provide more extensive notification of
479 any outage to residents and businesses in the County (push or emergency notifications, plus a back-up
480 system if that one is inoperable). A discussion was held; Borough Council directed Mrs. Metzger to
481 send correspondence to the Central Susquehanna Regional 9-1-1 Center and Union County
482 Commissioners voicing their concerns.
483

484 Mr. Steese informed Borough Council that they received a copy of Mr. Jacob A. Shipman's letter of
485 resignation include in the information tonight which reads as follows:
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487 Dear Mifflinburg Borough Council,
488

489 I, Jacob A. Shipman present this letter as formal notice of resignation as part-time patrolman
490 from the Mifflinburg Police Department. Please except this letter as my official resignation
491 and that my resignation be effective as of June 26, 2018 at 1400 hrs.
492

493 I do wish to respectfully resign from Mifflinburg Police Department on good standing. I do
494 thank you for allowing me the opportunity to have worked for your department over the past
495 year. I am resigning due to scheduling conflicts with my full-time position at Shamokin Dam
496 Police Department, my part-time position at New Berlin Police Department and due to
497 personal family matters.
498

499 Again, I thank you for the opportunity.
500

501 Respectfully,
502 Ptlm. Jacob A. Shipman
503

504 Borough Council action is requested to accept Mr. Shipman's letter of resignation.
505

506 Motion by: Tod M. Steese

507 Second by: Richard J. Fry
508

509 **MOTION: To accept the resignation of Mr. Jacob A. Shipman as a part-time Police Officer for the**
510 **Borough of Mifflinburg effective Tuesday, June 26, 2018 at 1400 hrs. with regret.**
511

512 Approved via unanimous voice vote.
513
514

515 Mr. Steese expressed that he believes a letter should be sent to Mr. Shipman from Borough Council
516 thanking him.
517

518 Mayor Cooney presented Borough Council with an update for the Mifflinburg Regional Economic
519 Development (MRED) Alliance. Mayor Cooney updated Borough Council on the following businesses
520 in the Borough:
521

- 522 • Spoke to the individuals opening up Oma's Antique Emporium at the old Tastecraft Market
523 located at 315 Chestnut Street; they're in the process of working on their interior
524 renovations.
- 525 • Mr. Mike Snook opened up Outshined Promotion at the old N.A.S.H. (National Auction
526 Supply House) building located at 304 Chestnut Street.
- 527 • Enchanted Images Tattoo Studio located at 407 Chestnut Street has relocated to 60 E.
528 Chestnut Street.
- 529 • Inspire Yoga & Massage Studio located at 374 Chestnut Street has added some of new
530 classes.

531 Mrs. Metzger informed Borough Council that they received a copy of the Engineer's Report for July
532 2018 included in the information tonight.

533
534 Mr. DeWald reported that Mrs. Metzger has received a notice of violation letter from the Pennsylvania
535 Department of Environmental Protection (DEP) dated Friday, June 29, 2018 which assesses a fine for
536 the nine (9) overflow events which occurred from Monday, July 24, 2017 through Tuesday, June 12,
537 2018. Mr. DeWald informed Borough Council that Mr. Tira has contacted the DEP Legal Department
538 to discuss the Consent Assessment of Civil Penalty settlement and was given an extension to respond
539 until July 31, 2018 since he is out of the office through Tuesday, July 17, 2018. Mr. DeWald advised
540 Borough Council that they take action to authorize the Borough Manager to accept the Consent
541 Assessment of Civil Penalty from DEP as proposed in their correspondence dated June 29, 2018 as an
542 offer of settlement for the Borough's violation, pending Mr. Tira's review and advice.

543
544 Motion by: Tod M. Steese
545 Second by: Linda L. Lewis

546
547 **MOTION: To authorize the Borough Manager to accept the Consent Assessment of Civil Penalty**
548 **from the Pennsylvania Department of Environmental Protection (DEP) as proposed in their**
549 **correspondence dated Friday, June 29, 2018 as an offer of settlement for the Borough's violation,**
550 **pending Mr. Tira's review and advice.**

551
552 Approved via unanimous voice vote.

553
554
555 Mayor Cooney informed Borough Council that he participated in or will be participating in the
556 following events:

- 557
- 558 • The 24th Annual Union County Veterans 4th of July Parade that was held on Saturday, June
559 30, 2018 at 10:00 AM.
 - 560 • The Freedom Riders departure from Mifflinburg as they head for the final leg of their ride
561 to Lewisburg to lead the Union County Veterans Parade.
 - 562 • The Blueberries & Bluegrass Festival that is scheduled to be held on Friday, July 20, 2018
563 6:00-9:00 PM at the Mifflinburg Community Park.
 - 564 • The Annual Fireman's Carnival that is scheduled to be held from Tuesday, July 24 through
565 Saturday, July 28, 2018 at the VFW grounds.

566
567
568 Mrs. Hackenberg called an executive session to discuss potential litigation. An executive session was
569 held from 8:24 PM to 9:30 PM.

570
571
572 Motion by: Tod M. Steese
573 Second by: Duane L. Zimmerman

574
575 **MOTION: To offer employment to Mr. Deken Kline at the starting wage of \$19.00/hr. under the terms**
576 **of the AFSCME employment agreement, as an Electric Lineman III, contingent upon successful**
577 **completion of the required pre-employment testing and criminal and child abuse clearances.**

578
579 Approved via unanimous voice vote.

580
581
582 Motion by: Tod M. Steese

583
584 **MOTION: To adjourn the Mifflinburg Borough Council meeting.**

585
586 Approved via unanimous voice vote.

587
588
589 Meeting adjourned at 9:32 PM.

590
591 Respectfully Submitted,

592
593
594 Misty L. Ross
595 Assistant Borough Secretary