

1 MINUTES OF MIFFLINBURG BOROUGH COUNCIL

2 February 19, 2019

3

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	
14	Margaret A. Metzger, Borough Manager	X	
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 6:30 PM.

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20 Visitors present at this meeting were Vito Brunetti, Erin Threet, Susan Waggoner, and Billy Allred.

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23 Motion by: Richard J. Fry

24 Second by: Duane L. Zimmerman

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26 **MOTION: To approve the minutes of the Tuesday, January 15, 2019 regular meeting of**
27 **Mifflinburg Borough Council.**

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29 Approved via unanimous voice vote.

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32 Motion by: Linda L. Lewis

33 Second by: Richard J. Fry

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35 **MOTION: To approve payment of Bill List # 2019-02 in the amount of \$1,018,600.41.**

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37 Yes – Mr. Fry, Ms. Lewis, Mr. Zimmerman, Mrs. Hackenberg

38
39 No – None

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41
42 Mr. Vito Brunetti, a resident of 213 Green Street, attended tonight’s meeting regarding enforcement of
43 parking restrictions during the winter months. Mr. Brunetti reported in accordance with the Borough
44 Code of Ordinance, §17-131 “Parking Prohibited During Street Cleaning” it shall be unlawful for any
45 person to place or park any vehicle on the above-mentioned streets on the respective cleaning days
46 between the hours of 7:00 AM and 12:00 noon or until the street sweeper has cleaned that particular
47 street. Any person in violation of the parking provisions shall receive a \$15.00 parking ticket upon
48 his/her vehicle. There is nothing written within the ordinance to allow for any leniency to the parking
49 ordinance. Mr. Brunetti explained that he resides at his residence along with his two (2) sons, both of
50 whom drive, and he is unable to park all three (3) vehicles in back of his residence during the winter
51 months due to the weather conditions; and as a result he has received numerous parking tickets which
52 for some people can be pricey and problematic. Years ago, the street cleaning schedule would be
53 suspended during the winter months if the street sweeper was not being used that day due to winter
54 weather conditions. Mr. Brunetti clarified that he is not looking for Borough Council to amend the
55 ordinance, just to exercise some clemency and good sense on behalf of the Borough, Borough Council
56 or the Mifflinburg Police Department during the winter months. Mr. Brunetti questioned why the street
57 cleaning schedule is continued during the winter months when there are numerous times that the streets
58 are not cleaned due to the winter weather condition.

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67 Mayor Cooney informed Borough Council that he has discussed this matter with Mr. Jason W. Mitchell,
68 the Borough Public Works Supervisor; Mr. Mitchell indicated that the Borough maintains the street
69 cleaning schedule throughout the year even if the street sweeper is not being used that day for a variety
70 of other reasons than just street sweeping. Mayor Cooney added that as far as from a Police and Public
71 Safety standpoint, it ensures that abandoned vehicles are moved. Mr. Fry inquired what other activities
72 the Borough schedules on the streets on street sweeping days. Mrs. Metzger and Mr. Rowe both
73 responded that the Borough schedules tree trimming, leaf removal, snow removal or any other
74 maintenance work that may be required on the streets on street sweeping days when possible to take
75 advantage of the “no parking” times.
76

77 Mr. Zimmerman agreed with Mr. Brunetti stating that years ago there was more of a coordinated effort
78 between the Borough and the Mifflinburg Police Department. When the street sweeper was not being
79 used and there was no other maintenance work planned on the street, parking tickets were not issued.
80

81 Chief Dyroff disagreed and stated that if the street is posted for “No Parking”, be it for street sweeping,
82 snow removal or any other purpose, there is “no parking” during the hours of restriction whether the
83 anticipated sweeping occurs or does not, for whatever reason. Chief Dyroff reiterated that the “No
84 Parking” signs that are posted state “no parking” between the hours of 7:00 AM and 12:00 noon on
85 Tuesdays or Wednesdays depending on the respective cleaning day on that particular street; that’s five
86 (5) hours out of the entire week that residents are not permitted to park their vehicle on the street. If
87 that’s unreasonable, then that’s unreasonable; but enforcement must be consistent. The Police
88 Department can’t do enforcement one (1) week and then not do enforcement the next week; that creates
89 more confusion for the residents. Ms. Lewis agreed with Chief Dyroff that the Borough ordinances need
90 to be consistently enforced and expressed that she personally believes the existing ordinance needs to be
91 amended to include language to allow for leniency during the winter months.
92

93 Mr. Tira advised Borough Council that from the Borough’s perspective it’s easier to enforce an
94 ordinances that’s black and white, in order to prevent another resident from contesting or challenging
95 parking tickets. A discussion was held; it was the consensus of Borough Council to refer §17-131
96 “Parking Prohibited During Street Cleaning” to the Public Safety Committee for review.
97

98
99 Motion by: Richard J. Fry
100 Second by: Linda L. Lewis
101

102 **MOTION: To approve the Mifflinburg Borough Zoning Report for January 2019 and authorize**
103 **payment to the Central Keystone Council of Governments (CK-COG) in the amount of \$897.21.**
104

105 Yes – Ms. Lewis, Mr. Zimmerman, Mr. Fry, Mrs. Hackenberg
106

107 No – None
108
109

110 Mr. Tira informed Borough Council that the Mifflinburg Planning Commission passed a motion at their
111 regularly scheduled meeting held earlier tonight to recommend a proposed ordinance amendment to
112 Chapter 29 “Zoning” of the Borough Code of Ordinance, specifically to amend §29-201 “Applicable
113 Definitions” for Borough Council consideration. The proposed amendment specifically adds to the
114 definition of “Agriculture” and to the definition of “Livestock”. The Mifflinburg Planning Commission
115 is recommending the following revisions to the ordinance pertaining to Agricultural Animals in the
116 Borough, (*added*):
117

- 118 1. AGRICULTURE – an enterprise that is actively engaged in the commercial production and
119 preparation for market of crops, livestock and livestock products and in the production,
120 harvesting and preparation for market or use of agricultural, agronomic, horticultural,
121 silvicultural and aquacultural crops and commodities. The term includes an enterprise that
122 implements changes in production practices and procedures or types of crops, livestock,
123 livestock products or commodities produced consistent with practices and procedures that
124 are normally engaged in by farmers or are consistent with technological development
125 within the agricultural industry, *and/or the science, art, or practice of cultivating the soil,*
126 *producing crops and keeping and/or raising of livestock and in varying degrees the*
127 *preparation and marketing of the resulting products.*
128
- 129 2. Add where in alphabetical order, *LIVESTOCK – shall be defined to include cows, pigs,*
130 *horses, sheep, domestic and wild fowls, llamas, and other similar types of farm animals.*
131
132

133 Mr. Tira reported that the purpose for the proposed amendment is an attempt to clarify that agriculture is
134 connected to cover the specific animals as noted above. With the proposed amendment, the only area
135 where agricultural pursuits will be permitted in the Borough is in the Agricultural (A) District; currently
136 it's undefined where livestock is permitted. A discussion was held; Borough Council referred the
137 proposed amendment to the Tuesday, March 5, 2019 Borough Work Session to be discussed further.
138

139 Mrs. Metzger inquired if Mr. Tira would be drafting an ordinance amendment to amend Chapter 29
140 "Zoning" prior to Borough Work Session for Borough Council review. Mr. Tira stated that the
141 Mifflinburg Planning Commission directed Mr. David Hines, Zoning Officer at the Central Keystone
142 Council of Governments (CK-COG), to provide the initial language from other local zoning ordinances,
143 so he would just need to modify the sample ordinance provided by Mr. Hines. Mr. Tira inquired if
144 Borough Council would like a Representative from the Mifflinburg Planning Commission to attend the
145 Tuesday, March 5, 2019 Borough Work Session. It was the consensus of Borough Council that a
146 Representative from the Mifflinburg Planning Commission should attend the Borough Work Session.
147

148 Mr. Fry inquired if there was any language included in the proposed ordinance amendment pertaining to
149 the quantity of livestock permitted within the Agricultural (A) District. Mr. Tira indicated that the
150 purpose of this amendment is not to regulate activity within the Agricultural (A) District, but to regulate
151 what is permitted outside of the Agricultural (A) District. Mr. Tira clarified that he would modify the
152 sample ordinance provided by Mr. Hines for Borough Council review at the Tuesday, March 5, 2019
153 Borough Work Session and contact Mr. Donald Bowman, Chairman of the Mifflinburg Planning
154 Commission, to inform him that Borough Council would like a Representative from the Mifflinburg
155 Planning Commission to attend the Borough Work Session.
156

157 Mrs. Metzger informed Borough Council that she received a request from the Mifflinburg Area
158 Elementary School R.O.A.R. Team for continued support of their Behavioral Support Program (the
159 R.O.A.R. Program). Mrs. Metzger explained that during the 2014-2015 school year, the Mifflinburg
160 Elementary School implemented a school-wide positive behavior program called the R.O.A.R. Program.
161 The program works by teaching students appropriate behavior, and validating when they meet
162 behavioral expectations. Student's positive behavior is tracked, and ultimately, students' names are
163 entered into a lottery to win specific prizes, such as participating in activities, eating special lunches with
164 school staff, earning opportunities for leadership in front of their peers, and coupons for purchases or
165 events in their communities. In previous years, Borough Council took action to donate fourteen (14)
166 coupons for a one (1) day free admission at the Mifflinburg Community Pool for the summer season to
167 be used as prizes for the R.O.A.R. Program. A copy of the request has been included in the information
168 tonight. Borough Council action is requested to approve this donation.
169

170 Motion by: Linda L. Lewis

171 Second by: Richard J. Fry

172

173 **MOTION: To donate fourteen (14) coupons for a one (1) day free admission at the Mifflinburg**
174 **Community Pool for the 2019 season to be used as prizes for the Mifflinburg Area Elementary**
175 **School's Behavioral Support Program (the R.O.A.R. Program).**

176

177 Approved via unanimous voice vote.

178

179

180 Mrs. Metzger reported that Mr. Tristan Susan, Owner of Lighthouse Lawnsapes Inc., the mowing firm
181 awarded the 2018-2019 Bi-Annual Mowing contract has provided a letter asking to be release from the
182 mowing contract which reads as follows:

183

184 February 14, 2019

185

186 To Whom it May Concern:

187

188 As per the date of this letter I submit to you my resignation for the lawn care services of the
189 Borough of Mifflinburg. Enclosed is a revised proposal for the 2019 lawn care season. Thank
190 you for allowing us to serve you in 2018 and considering our services for the upcoming season.

191

192 Sincerely,

193

194 Tristan Susan

195 Lighthouse Lawnsapes, Inc.

196 Owner

197

198

199 Mrs. Metzger informed Borough Council that Mr. Susan has indicated that he can't afford to complete
200 the mowing services for the price that he quoted. A copy of the letter has been included in the
201 information tonight. Mrs. Metzger pointed out that Lighthouse Lawnsapes, Inc. also provided a revised
202 proposal for the 2019 lawn care season; however she did not include a copy of the revised proposal in
203 the information tonight because she felt new quotes should be obtained for the Annual Mowing Work.
204 Borough Council action is requested to consider this request and to authorize the Borough to solicit
205 quotes for the Annual Mowing Work. Mr. Tira clarified that there are no provisions within the 2018-
206 2019 Bi-Annual Mowing contract "legally binding" Lighthouse Lawnsapes Inc. to adhere to their
207 contract duties as quoted. Mrs. Metzger added that the Annual Mowing contract would be revised to
208 incorporate provisions within the contract to ensure that parties adhere to their contract duties as quoted
209 moving forward to prohibit this from happening again in the future.

210
211 Motion by: Duane L. Zimmerman
212 Second by: Richard J. Fry

213
214 **MOTION: To accept the letter of resignation from Mr. Tristan Susan, Owner of Lighthouse**
215 **Lawnsapes Inc., from the 2018-2019 Bi-Annual Mowing contract effective Thursday, February**
216 **14, 2019.**

217
218 Mrs. Hackenberg inquired if the motion should also include to authorize the Borough of Mifflinburg to
219 solicit quotes for the 2019-2020 Bi-Annual Mowing contract. Mr. Tira stated that its Borough Council
220 discretion as to whether or not the motion should also include to authorize the Borough of Mifflinburg to
221 solicit quotes for the 2019-2020 Bi-Annual Mowing contract.

222
223 Mr. Zimmerman stated that the Borough is already paying eleven (11) maintenance employees and
224 expressed that he believes it's time the Borough starts doing their own mowing work. Mr. Zimmerman
225 clarified that the motion on the table is just to accept the letter of resignation from Mr. Tristan Susan,
226 Owner of Lighthouse Lawnsapes Inc., from the 2018-2019 Bi-Annual Mowing contract effective
227 Thursday, February 14, 2019.

228
229 Approved via unanimous voice vote.

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231
232 Motion by: Richard J. Fry
233 Second by: Linda L. Lewis

234
235 **MOTION: To authorize the Borough of Mifflinburg to solicit quotes for the 2019-2020 Bi-Annual**
236 **Mowing contract.**

237
238 Ms. Lewis expressed that once the quotes have been obtained for the 2019-2020 Bi-Annual Mowing
239 contract she would like to discuss the quotes to determine whether or not Borough Council wants to
240 accept or reject any or all quotations.

241
242 Approved via voice vote, Mr. Zimmerman voting no.

243
244
245 Mrs. Metzger requested Borough Council action to approve the dates for the Annual Spring Drop-Off
246 event for April 24-26, 2019 (12:00-8:00 PM) and April 27, 2019 (8:00 AM-12:00 PM). The Borough
247 will again require that those using this event provide proof of residency. Borough Council action is
248 requested to approve these dates and authorize Mr. Jason Mitchell, the Borough Public Works
249 Supervisor, to obtain quotes for the hauling of this refuse.

250
251 Motion by: Richard J. Fry
252 Second by: Linda L. Lewis

253
254 **MOTION: To approve the dates for the Annual Spring Drop-Off event for April 24-26, 2019**
255 **(12:00-8:00 PM) and April 27, 2019 (8:00 AM-12:00 PM) and authorize Mr. Jason Mitchell, the**
256 **Borough Public Works Supervisor, to obtain quotes for the hauling of this refuse.**

257
258 Approved via unanimous voice vote.

259
260
261 Mrs. Metzger informed Borough Council that she has received a request from Mr. Chuck Klose,
262 President of the Mifflinburg Hose Company No. 1, for the Borough to perform snow removal on their
263 privately owned parking lot located on Market Street. Since the Borough has a no private work policy,
264 this work has not been done in the past. Borough Council action is required to authorize this work.

265

266 Mr. Fry reported that he previously discussed this matter with Mrs. Metzger and they both agreed that
267 stone parking lot located on Market Street was privately owned by the Mifflinburg Hose Company and
268 therefore the Borough could not perform snow removal; however in speaking with Mr. Steese, he feels
269 the Borough should provide snow removal. Mr. Fry explained that Mr. Steese made a valid point: the
270 Mifflinburg Community Ambulance located at 104 Chestnut Street is a paid services with staff on duty
271 24 hours a day; whereas the Mifflinburg Hose Company is a volunteer service and there isn't staff on
272 duty 24 hours a day. When pagers go off, volunteer firefighters responding to emergency calls need to
273 be able to park their personal vehicles upon arrival at the fire station. Mr. Fry elucidated that he and Mr.
274 Steese both agreed that if the Borough would provide snow removal on stone parking lot located on
275 Market Street; the Mifflinburg Hose Company would be responsible for raking their own stones in the
276 parking lot. Mr. Fry clarified that the Borough already maintains both the Mifflinburg Hose Company
277 Building located at 325 Chestnut Street and the Borough lot located on Market Street. Mr. Fry added
278 that during his conversation with Mr. Steese, Mr. Steese also expressed concerns with snow removal on
279 Chestnut Street where the "No Parking" Zone is located in front of the Mifflinburg Hose Company
280 Building. Mr. Steese asked if the Borough could plow the snow into one (1) of the parking stalls so
281 firefighters can get the fire trucks out of the bay.
282

283 Mrs. Metzger informed Borough Council that one (1) of the issues the Borough is having this year with
284 regard to the "No Parking" Zone in front of the Mifflinburg Hose Company Building, is that renovations
285 have been made to 315 Chestnut Street, that now prevent the Borough from placing the snow between
286 this building and the Mifflinburg Hose Company Building. This requires the snow to be placed in the
287 parking area along Chestnut Street. Mrs. Metzger stated that she thought the Borough Maintenance
288 Employee were keeping the "No Parking" Zone area directly across from the Mifflinburg Hose
289 Company Building clear of snow; however she would verify this with Mr. Jason W. Mitchell, the
290 Borough Public Works Supervisor. A discussion was held; Ms. Lewis expressed that she personally
291 believes the Borough should perform snow removal on all emergency service areas.
292

293 Motion by: Duane L. Zimmerman

294 Second by: Richard J. Fry

295

296 **MOTION: To provide snow removal at the Mifflinburg Hose Company's privately owned parking**
297 **lot located on Market Street.**

298

299 Approved via unanimous voice vote.

300

301

302 Mrs. Metzger reported that Mr. Thomas Styers, property owner of 632 Chestnut Street, has submitted a
303 request for an extension of time to complete the necessary repairs to the sewer lateral located on his
304 property which reads as follow:
305

306

Mifflinburg Borough Council

307

308 I Thomas Styers am requesting an extension for the completion of the sewer line replacement
309 at my property at 632 Chestnut Street. The weather has made it impossible to have the project
310 completed as requested. Richard's excavation felt he could have the project completed in just
311 a few days, however he tried to drive a steel rod into the ground at the alley with no success.
312 The warmer weather during the first week of February looked promising, but the rain
313 anticipated will drive the frost line deeper. So I am at a point where the completion of the
314 project is dependent on conditions beyond our control. He will be glad to do the job when his
315 wellbeing and that of his equipment are not hampered. I have to remove the outside staircase
316 to give room for his equipment and that puts my tenant in apt #3 at a disadvantage; the front
317 staircase is still available. I will be on a short term mission trip to the Dominican Republic
318 from the 8th to the 17th of February. I know that you have no control of the weather either, but
319 I assure you the job will be completed as soon as possible. I thank you for your understanding
320 and consideration.

321

322 Sincerely,

323 Thomas Styers

324

325 Mrs. Metzger reiterated that Mr. Styers was notified of a violation when the property was inspected in
326 December 2018; however the weather has prevented his contractor from completing the necessary
327 repairs to the sewer lateral located on his property. Borough Council action is requested to grant the
328 requested extension.
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333 Motion by: Duane L. Zimmerman
334 Second by: Richard J. Fry

335
336 **MOTION: To grant Mr. Thomas Styers a thirty (30) day extension for the completion of the sewer**
337 **line replacement at his property located at 632 Chestnut Street.**

338
339 Mr. Rowe expressed that Mr. Styers has been very cooperative with the Borough on several other
340 properties.

341
342 Approved via unanimous voice vote.

343
344
345 Mrs. Metzger provided Borough Council with an update on the status of the Corrective Action Plan
346 (CAP). Mrs. Metzger reported that as discussed at the Borough Work Session that was held on Tuesday,
347 February 5, 2019, Mrs. Erin Threet, HRG, Inc., has prepared a supplement proposal to compensate for
348 additional work that HRG, Inc. has performed to-date as well as to allow HRG, Inc. to complete the
349 remaining tasks in accordance with the existing, executed Engineering Services Agreement dated
350 Tuesday, March 20, 2018 and continue processing data through April. The supplement proposal will be
351 performed in accordance with the existing Agreement and the associated General Provisions currently in
352 effect for this project and described as follows:

353
354 Description of Additional Services

355
356 HRG, Inc. has completed the majority of tasks outlined in their original scope of services for
357 this project. The only remaining tasks are:

- 358
- 359 • Continue compilation and analysis of Borough-provided sanitary sewer flow and rainfall
360 data (original task 6).
 - 361 • Preparation of opinions of probable cost for recommended for corrective actions involving
362 rehabilitation or replacement of sanitary sewer facilities (original task 7).
 - 363 • Assistance to the Borough in preparing the CAP Update Report that is due to DEP at the
364 end of March 2019 (original task 8).
- 365

366 To-date, HRG, Inc. has performed all other tasks originally scoped as well as substantial additional data
367 compilation and analysis (original task 6) since the Borough's purchase of additional flow loggers.
368 HRG, Inc.'s original scope of services anticipated compilation/review of data for three (3) flow loggers
369 bi-weekly for a year (78 total data sets processed). Since that time, the Borough purchased additional
370 flow loggers and HRG, Inc. has performed analysis of a total of 105 data sets through the end of 2018.
371 Therefore, HRG, Inc. has already processed 27 more data sets than originally scoped. It is HRG, Inc.'s
372 understanding that the Borough intends to continue flow monitoring at up to seven (7) locations, and has
373 requested that HRG, Inc. continue to compile and review the data bi-weekly through April 2019. This
374 will create 56 additional data sets to process. With the additional work already complete and the
375 proposed continued monitoring through April, a total of 83 data sets beyond HRG, Inc.'s original scope
376 are requested. It should also be noted that HRG, Inc. has had to modify Borough-provided data
377 periodically to correct pipe sizes and roughness coefficient data, as well as spend time working with
378 Borough Staff to address hardware issues and subsequent missing data. HRG, Inc.'s original contract
379 indicated that they would complete the proposed scope of services on a time and materials basis for a fee
380 not-to-exceed \$23,350.00 without prior authorization. Through the completion of tasks to-date and the
381 additional data processing work, HRG, Inc. has expended just over \$33,000.00. Therefore, to
382 compensate HRG, Inc. for additional work performed to-date as well as allow them to complete the
383 remaining tasks of their original scope and continue processing data through April, HRG, Inc. is
384 requesting a \$16,450.00 increase to their not-to-exceed fee, for a total not-to-exceed fee of \$39,800.00.
385 A copy of the supplement proposal has been included in the information tonight. Borough Council
386 action is requested to approve this supplement.

387
388 Motion by: Linda L. Lewis
389 Second by: Richard J. Fry

390
391 **MOTION: To approve the supplement proposal (Amendment #1) with HRG, Inc. to complete**
392 **remaining tasks of the existing, executed Engineering Services Agreement dated Tuesday, March**
393 **20, 2018 for a \$16,450.00 increase to their not-to-exceed fee.**

394
395 Yes – Mr. Zimmerman, Mr. Fry, Ms. Lewis, Mrs. Hackenberg

396
397 No – None

398
399

400 Mr. Rowe informed Borough Council that as directed at the Borough Work Session he contacted three
401 (3) vendors to obtain pricing information for Closed Circuit Television (CCTV) inspection services of
402 the Borough's sanitary sewer mains. This work is on COSTARS which is the state bidding site, so the
403 Borough would not be required to obtain bids. Mr. Rowe distributed copies of rough estimates he
404 received from CCTV contractors.

405
406 Mr. Rowe reiterated that the Borough has three (3) collection basins that discharge to the Wastewater
407 Treatment Plant. Based on recent flow monitoring, it is believed that the West Basin is responsible for
408 the largest volumes of infiltration & inflow (I & I) getting into the system. Borough Council direction is
409 requested as to whether or not they want to move forward with obtaining formal quotes for this work.
410 Mr. Rowe explained that prior to performing CCTV inspection services, the contractor will clean and
411 flush the sewer line(s) to dislodge grease build-up and debris from the lines. Mr. Rowe clarified that the
412 Borough could work with the contractor and complete the flushing of the sewer line(s) in advance of the
413 CCTV inspection services as an option, however, he has concerns. Mr. Rowe stated that he is concerned
414 with using the Borough's flush truck as the flush truck does leak and it's an older model. Any delays the
415 Borough or its equipment would cause to the contractor would create issues to the work getting
416 completed on time and within budget.

417
418 Ms. Lewis expressed that she believes Borough Council should take action to authorize the Borough to
419 move forward with obtaining formal quotes for CCTV inspection services to evaluate sanitary sewer
420 mains in West Basin since that's believed to be responsible for the largest volumes of I & I getting into
421 the system; and that she would like to see the Borough employees complete the NASSCO training.
422 NASSCO training is a certified training for industry standards for completing CCTV work by reviewing
423 videos of pipe inspections by grading and rating pipe segments for severity of deficiencies. Mr. Rowe
424 elucidated that normally it requires a minimum of two (2) Borough Maintenance Employees to complete
425 camera work: one (1) employee in the trailer operating the camera while the other employee feeds the
426 line (unless traffic control is required) and recommended that three (3) employees complete the training.
427 A lengthy discussion was held; Mrs. Erin Threet, HRG, Inc., informed Borough Council that per her
428 conversation with DEP; DEP indicated that they don't think the Borough is taking this seriously thus far
429 and that she thinks that there two items would show the Borough's level of seriousness.

430
431 Mr. Rowe distributed copies of an informational handout detailing NASSCO's training prices. The
432 earliest available NASSCO PACP training course is scheduled for April 2019 and is located in Maryland
433 or New Jersey. Mr. Rowe clarified that it will cost about \$1,000.00/employee plus expenses to attend
434 the training. Ms. Lewis reiterated that she thinks the Borough needs to invest themselves in the training
435 regardless of whether or not they intend on completing the work themselves; the Borough needs to be
436 able to understand PACP standards and learn how to use them effectively regardless of whether they're
437 completing the CCTV work or having a contractor do so. A discussion was held; Mr. Fry inquired
438 which one holds more weight, an in house or an outside contractor, from a DEP perspective. Mrs. Erin
439 Threet, HRG, Inc., expressed that from a DEP perspective, she thinks only methodology matters; if it's
440 done comprehensively. Mrs. Threet added that she thinks it would be beneficial for the Borough to
441 obtain firm quotes that include time estimates and then work with the Borough Maintenance Employees
442 to determine realistic expectation for completing this work (e.g., how long it will take to complete and
443 the manpower it will require) and then compare this information.

444
445 Motion by: Linda L. Lewis

446 Second by: Richard J. Fry

447
448 **MOTION: To authorize three (3) Borough Maintenance Employees to attend the National**
449 **Association of Sewer Service Companies (NASSCO) Pipeline Assessment Certification Program**
450 **(PACP) training course.**

451
452 Mr. Rowe clarified that Borough Council didn't have a preference on where the Borough Maintenance
453 Employee attend the NASSCO PACP training course.

454
455 Approved via unanimous voice vote.

456
457
458 Mrs. Hackenberg and Mr. Fry both agreed that they felt the Borough should move forward with
459 obtaining formal quotes for CCTV work to evaluate sanitary sewer mains in the West Basin. Mr. Rowe
460 inquired who would be responsible for flushing the sewer line(s). Mrs. Metzger suggested that the
461 Borough could obtain alternative quotes for the flushing of the sewer line(s). A discussion was held;
462 Ms. Lewis expressed that she personally doesn't want to mix the Borough up with their contract; the
463 Borough could potentially incur costs by causing delays.

464
465
466

467 Motion by: Linda L. Lewis

468 Second by: Richard J. Fry

469

470 **MOTION: To authorize Mr. Rowe to move forward with obtaining formal quotes for CCTV work**
471 **to evaluate sanitary sewer mains in the West Basin, with alternative quotes for flushing.**

472

473 Approved via unanimous voice vote.

474

475

476 Mrs. Metzger requested an executive session to discuss personnel matters.

477

478 Mayor Cooney informed Borough Council that they received a copy of the Monthly Police Report for
479 January 2019 included in the information tonight.

480

481 Mayor Cooney provided Borough Council with an update on the status of the camera system at the
482 Mifflinburg Community Park. Mayor Cooney reported that Select Security has returned and installed
483 and adjusted the cameras at the Mifflinburg Community Park. Select Security will be installing the new
484 cameras on Monday, March 4, 2019

485

486 Chief Dyroff presented Borough Council with some Monthly Highlights for the Mifflinburg Police
487 Department for January 2019.

488

489 Chief Dyroff announced that he has received a request from Miss Keanna K. Delp, a 20 year old
490 sophomore at Kutztown University of Pennsylvania, to participate in a ride-along with a Mifflinburg
491 Police Department Officer in order to get a better understanding of the police officer's duties. The ride-
492 along would be for one 8-hour shift. Chief Dyroff informed Borough Council that he has contacted
493 Attorney, Adam L. Santucci, with McNees Wallace & Nurick LLC, and he provided him with a liability
494 waiver. Borough Council approval is requested on this matter.

495

496 Motion by: Linda L. Lewis

497 Second by: Duane L. Zimmerman

498

499 **MOTION: To allow Miss Keanna K. Delp to participate in a ride-along with a Mifflinburg Police**
500 **Department Officer for one 8-hour shift, contingent upon Miss Delp signing a liability waiver.**

501

502 Approved via unanimous voice vote.

503

504

505 Mayor Cooney presented Borough Council with an update for the Mifflinburg Regional Economic
506 Development (MRED) Alliance. Mayor Cooney updated Borough Council on the following businesses
507 in the Borough:

508

- 509 • Inspire Yoga & Massage Studio located at 374 Chestnut Street has relocated to 333
510 Chestnut Street.
- 511 • There is an open business space located at 374 Chestnut Street.
- 512 • He is getting ready to rap up the free Winter Hats and Gloves for Children in Need rack
513 that is located outside of his studio at 358 Chestnut Street. This year, there were over 125
514 sets of hats and gloves given away. Mayor Cooney thanked all of the anonymous donors
515 who donated hats and gloves for local children in need.

516

517 Mrs. Erin Threet, HRG, Inc., informed Borough Council that they received a copy of the Engineer's
518 Report for February 2019 included in the information tonight.

519

520 Mayor Cooney informed Borough Council that he participated in or will be participating in the
521 following events:

522

- 523 • Will be reading to the Kelly Elementary School (located at 325 Hospital Drive, Lewisburg)
524 students for National Read Across America Day on Friday, March 1, 2019.
- 525 • He and Mrs. Metzger will be speaking with the Mifflinburg Rotary Club on Monday,
526 February 25, 2019.

527

528

529 Mrs. Hackenberg called an executive session to discuss personnel matters. An executive session was
530 held from 8:30 PM to 9:01 PM.

531

532

533 Motion by: Duane L. Zimmerman
534 Second by: Richard J. Fry

535
536 **MOTION: To grant Mr. Deken Kline permanent full-time employment status effective**
537 **Wednesday, February 13, 2019 as an Electric Lineman III under the terms of the current non-**
538 **uniformed employment contract and grant Mr. Kline a \$0.60/hr. raise.**

539
540 Approved via unanimous voice vote.

541
542
543 Motion by: Linda L. Lewis
544 Second by: Richard J. Fry

545
546 **MOTION: To reappoint Mr. Matt Wells and Miss Maura McGlaughlin as Co-Directors for the**
547 **2019 season at the Mifflinburg Community Park/Pool with a salary of \$5,500.00 each for the**
548 **season.**

549
550 Approved via unanimous voice vote.

551
552
553 Motion by: Linda L. Lewis
554 Second by: Richard J. Fry

555
556 **MOTION: To pay Evoqua Water Technologies (Evoqua) \$46,875.00 as part of substantial**
557 **completion.**

558
559 Yes – Mr. Fry, Ms. Lewis, Mr. Zimmerman, Mrs. Hackenberg

560
561 No – None

562
563
564 Motion by: Linda L. Lewis
565 Second by: Richard J. Fry

566
567 **MOTION: To grant Mr. Craig Baker two (2) weeks of unpaid leave of absence as requested**
568 **for personal reasons.**

569
570 Approved via unanimous voice vote.

571
572
573 Mr. William “Billy” Allred, Vice Chairman of Union County’s Republican Committee, introduced
574 himself and announced that he is seeking a Republican nomination for the office of Union County
575 Commissioner in 2019. Mr. Allred provided Borough Council with a brochure with his information.

576
577
578 Motion by: Duane L. Zimmerman

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

581
582 Approved via unanimous voice vote.

583
584
585 Meeting adjourned at 9:05 PM.

586
587 Respectfully Submitted,

588
589
590 Misty L. Ross
591 Assistant Borough Secretary