

1 MINUTES OF MIFFLINBURG BOROUGH COUNCIL
2 October 20, 2020
3

| | PRESENT | ABSENT |
|--|---------|--------|
| 4 Beverly L. Hackenberg, Council President | X | |
| 5 Tod M. Steese, Vice President | X | |
| 6 Richard J. Fry, Council Member | X | |
| 7 Ellie K. Kreisher, Council Member | X | |
| 8 Linda L. Lewis, Council Member | X | |
| 9 Duane L. Zimmerman, Council Member | | X |
| 10 David M. Cooney, Mayor | X | |
| 11 Jeffrey L. Hackenburg, Chief of Police | X | |
| 12 Allen P. Page IV, Solicitor | X | |
| 13 Margaret A. Metzger, Borough Manager | X | |
| 14 Robert M. Rowe, Borough Project Manager | X | |
| 15 Misty L. Ross, Assistant Secretary | X | |

16
17
18 The virtual meeting of Mifflinburg Borough Council was called to order at 6:30 PM.

19
20 Visitors present at this meeting were Lance Miller, Blair Dunkle, Eva Linke-Bender, Matt Wagner, Heidi
21 Criswell, and Erin Threet.

22
23
24 Motion by: Tod M. Steese
25 Second by: Richard J. Fry

26
27 **MOTION: To approve the minutes of the Tuesday, September 15, 2020 virtual meeting of Mifflinburg**
28 **Borough Council.**

29
30 Approved via unanimous voice vote.

31
32
33 Motion by: Linda L. Lewis
34 Second by: Richard J. Fry

35
36 **MOTION: To approve payment of Bill List # 2020-10 in the amount of \$1,005,422.47.**

37
38 Yes – Mr. Fry, Mrs. Kreisher, Ms. Lewis, Mr. Steese, Mrs. Hackenberg

39
40 No – None

41
42
43 Mr. Blair Dunkle participated in tonight’s virtual meeting to request clarification regarding the
44 definition/payment requirements for an existing connection. Mr. Dunkle reminded Borough Council that
45 they took action at their Tuesday, August 18, 2020 virtual Borough Council meeting to allocate one (1) EDU
46 for his parcel located at 221 Chestnut Street, subject to the following conditions for acceptance established in
47 Resolution No. 2020-15.

- 48
- 49 • Payment of applicable Tapping and Connection Fees within 15 days of acceptance of a
50 connection permit.
 - 51 • Payment of applicable sewer rentals upon occupancy of the structure. If the structure is not
52 occupied within one year of the date of connection permit issuances, the property owner shall
53 pay any applicable reservation of capacity charges as established by Resolution of the
54 Mifflinburg Borough Council.
 - 55 • If construction has not been started within 180 days of the date of connection permit issuance,
56 then the EDU shall be revoked and the Borough shall return 80% of the Tapping Fee paid by
57 the applicant.
 - 58 • The applicant may apply to Borough Council for one (1) ninety (90) day extension of the
59 construction deadline in subparagraph B. VII (c). The ninety (90) day extension will be
60 granted if the applicant can demonstrate that the construction will be started within the ninety
61 (90) day period.
 - 62 • If construction is not started within the extension period, the EDU shall be revoked and the
63 Borough shall return seventy percent (70 %) of the Tapping Fee paid by the applicant.
 - 64 • If the building permit is revoked due to inactivity at the construction site, the EDU shall be
65 revoked and the Borough shall return seventy percent (70%) of the Tapping Fee paid by the
66 applicant.

67 Mr. Dunkle requested Borough Council action to waive the applicable Tapping and Connection Fees for his
68 connection permit for his parcel located at 221 Chestnut Street. Mr. Dunkle explained that his parcel located
69 at 221 Chestnut Street previously had an existing EDU. In November of 2014, the apartment building that
70 was located on this parcel was extensively damage during a fire and as a result the building was torn down.
71 At the time of the sewer lateral inspection, when the Borough looked into this, it was determined that the
72 existing connection has been abandoned due to length of time. The property is being sold and cannot close
73 until the buyer is guaranteed an EDU.

74
75 Mr. Page advised that in accordance with the allocation policy resolution, a connection which has been
76 permanently abandoned, removed, demolished or discontinued shall not be considered an existing
77 connection. Any increase in the EDU capacity of said existing connection shall be deemed a new connection
78 or EDU. Unfortunately, there is no temporal guideline or requirement as to what is permanently abandoned,
79 removed, demolished or discontinued. There is that vague sense of ambiguity since the resolution is silent in
80 terms of timeframe. It's within Borough Council's discretion on how they want to clarify that resolution.

81
82 Mrs. Metzger clarified that at the time of the sewer lateral inspection, when the Borough looked into this, she
83 reached out to DEP to request clarification and they confirmed that a new connection or EDU would be
84 required due to length of time. Mr. Page stated that it's DEP's interpretation that in order to qualify for an
85 exception, discharge has to actually be occurring at the time of the sewer connection ban.

86
87 Ms. Lewis expressed that she would be okay with waiving the applicable Tapping and Connection Fees for J.
88 Blair & Melissa Dunkle's connection permit since the Borough's resolution is ambiguous on this particular
89 point; and then move further discussion on this matter to the Borough Work Session to decide how Borough
90 Council wants to resolve that resolution so it has its own temporal component.

91
92 Motion by: Linda L. Lewis

93 Second by: Tod M. Steese

94
95 **MOTION: To waive the applicable Tapping and Connection Fees for J. Blair & Melissa Dunkle's**
96 **connection permit for their parcel located at 221 Chestnut Street.**

97
98 Yes – Mrs. Kreisher, Ms. Lewis, Mr. Steese, Mr. Fry, Mrs. Hackenberg

99
100 No – None

101
102
103 Mr. Matt Wagner, President of the Christkindl Market Board, participated in tonight's virtual meeting,
104 regarding 501(c)(3) Group event approval. Mr. Wagner informed Borough Council prior to tonight's
105 meeting, they should have received an email which read as follows.

106
107 To the Mifflinburg Borough Council:

108
109 The hope of the 501(c)(3) Group (Christkindl, MHRA, the Gutelius House and the Buggy Museum)
110 is to be able to open up to the public over the second weekend of December with the hope of raising
111 some of the "spirits" of local people. (NOT GHOSTS!!) Everything has been somewhat depressing
112 with COVID and so many events having been canceled that we hope to put some smiles on
113 peoples' faces this coming holiday season and hopefully make some money to help with our non-
114 profits.

115
116 We hope to see more businesses and residences decorate to bring everyone's spirits up and possibly
117 offer some kind of decorating contest in addition to having a few small activities going on up on 5th
118 and Green Street. These valuable pieces of local history help to bring people to our town which in
119 return hopefully helps to support some of our other local small businesses.

120
121 I would like to ask you for a little bit of financial support to help our non-profits offset extra
122 expenses to open up several days to the public during what was Christkindl's weekend, but we are
123 now calling Christmas in Mifflinburg. Just for this year.

124
125 We are also hoping to have several vendors attend. Both local and a few from out of town. One of
126 the out of towners is the Strudel people from Erie.

127
128 I hope you will support our little "local" event!! Of course, CDC guidelines will be strongly
129 encouraged.

130
131 Thanks!

132
133 Eva Linke

134

135 Mr. Wagner announced that at their recent meeting, the Mifflinburg Christkindl Market Board of Directors
136 decided to cancel the 2020 Mifflinburg Christkindl Market. With the Christkindl Market being cancelled
137 this year due to the challenges presented by the COVID health crisis, representatives of Christkindl, the
138 Mifflinburg Heritage and Revitalization (MHRA), the Gutelius House Museum, and the Mifflinburg Buggy
139 Museum have come together and they are planning a special holiday festival they are calling “Christmas in
140 Mifflinburg”. The festival is scheduled for December 11-12, 2020 from 10:00 AM to 8:00 PM. The festival
141 will include food, artisans, crafts and activities in and around 5th and Green Streets including the Elias
142 Center, the Gutelius House Museum, and the Buggy Museum. Mr. Wagner clarified that Borough Council
143 action is requested to approve the closure of 5th Street from Green Street to Quarry Road for this event.
144

145 Mrs. Eva Linke-Bender expressed that by hosting an event like this, it brings individuals to the local area
146 which thereby also helps other small businesses. With all of the negativity surrounding the COVID health
147 crisis, part of the idea is to raise some of the "spirits" of local people and put some smiles on peoples’ faces.
148 The 501(c)(3) Group is also hoping to encourage businesses and residences to decorate more.
149

150 Ms. Lewis inquired how much of these events would have an indoor component. Mrs. Linke-Bender stated
151 that the Mifflinburg Buggy Museum, the Gutelius House Museum, and the Elias Center for the Performing
152 Arts would all be open to some degree. Obviously with COVID restrictions in place, face masks and social
153 distancing will be strongly encouraged. A lengthy discussion was held; Mayor Cooney informed Borough
154 Council that he has spoken with Chief Hackenburg and Mr. Steve Walter, Fire Chief for the Mifflinburg
155 Hose Company No. 1 located at 325 Chestnut Street, and from a Public Safety standpoint they have no
156 objections. Borough Council consideration is requested to approve the closure of 5th Street from Green
157 Street to Quarry Road in order to host this event.
158

159 Mr. Wagner informed Borough Council that the 501(c)(3) Group is also requesting Borough Council action
160 to provide but not install one (1) electric bag carts on these dates for the Christmas in Mifflinburg event.
161 Mayor Cooney reported that the decorative pole located on 5th Street, by the Gutelius House Museum, is not
162 currently working.
163

164 Motion by: Tod M. Steese

165 Second by: Richard J. Fry
166

167 **MOTION: To approve the 501(c)(3) Group’s request to close 5th Street from Green Street to Quarry**
168 **Road on Thursday, December 10, 2020 thru Sunday, December 13, 2020 in order to conduct their**
169 **Christmas in Mifflinburg event.**
170

171 Yes – Ms. Lewis, Mr. Steese, Mr. Fry, Mrs. Kreisher, Mrs. Hackenberg
172

173 No – None
174
175

176 Mr. Wagner reported that in addition to the Christmas in Mifflinburg event request, he is also looking for
177 Borough Council permission to allow the Mifflinburg Christkindl Market to have a pop-up shop in the
178 former Design Tiles storefront, located at 508 Chestnut Street, to sale leftover gifts from the 2019
179 Christkindl Market, as well as some of the orders that they were unable to cancel for the 2020 Christkindl
180 Market. Mr. Wagner detailed that the pop-up shop would be open Friday, Saturday, and Sunday for three (3)
181 weekends beginning Friday, November 27, 2020. Mrs. Joannah McGregor, the property owner for 508
182 Chestnut Street, has already granted permission to utilize this location and indicated that she would cover the
183 electricity costs for the pop-up shop. Mrs. Metzger informed Borough Council that she has discussed this
184 with Ms. Makenzie Stover, the Borough’s Zoning Officer at the Central Keystone Council of Governments
185 (CK-COG), and she indicated that a Temporary Business Permit would be required. Mrs. Metzger clarified
186 that Borough Council action is not required.
187

188 Mrs. Linke-Bender announced that the 501(c)(3) Group is also requesting Borough Council consideration to
189 provide a financial contribution to help their non-profits offset extra expenses during the Christmas in
190 Mifflinburg event. Mr. Page advised that further discussion on this matter be deferred until the Borough
191 Work Session in order for him to research the Borough Code to determine whether or not the Borough is
192 permitted to provide a donation/contribution to privately funded events.
193

194 Mr. Matt Wagner provided Borough Council with an update on the status of the town clock that is located in
195 the tower at the First Evangelical Lutheran Church, located at 404 Market Street. Mr. Wager reported that
196 the Mifflinburg Town Clock Committee is seeking Borough Council consideration to provide a contribution
197 in the future towards the restoration of the town clock and for future maintenance of the town clock.
198

199 Mrs. Metzger informed Borough Council that a copy of the Mifflinburg Town Clock Restoration Project
200 Flyer has been distributed to Borough Council members via email prior to tonight’s meeting.
201
202

203 Mayor Cooney inquired if the Town Clock Committee is still planning to do away with the electronic
204 chimes. Mr. Wagner stated that the Town Clock Committee is still planning to do away with the electronic
205 chimes and clarified that the town clock would be restored to its original condition. Mr. Wagner reported
206 that a contract has been signed with D'Avanza Clock Repair, LLC, of Goffstown, New Hampshire, to
207 perform the restoration work. The clock components have been disassembled and transported to the
208 D'Avanza workshop where the clock will be cleaned, overhauled, and restored, retaining as many original
209 parts as possible.

210
211
212 Motion by: Richard J. Fry
213 Second by: Tod M. Steese

214
215 **MOTION: To approve the Mifflinburg Borough Zoning Report for September 2020 and authorize**
216 **payment to the Central Keystone Council of Governments (CK-COG) in the amount of \$1,728.10.**

217
218 Yes – Mr. Steese, Mr. Fry, Mrs. Kreisher, Ms. Lewis, Mrs. Hackenberg

219
220 No – None

221
222
223 Mrs. Hackenberg announced that Borough Council consideration is requested for Resolution No. 2020-19; A
224 resolution to fill the vacancy in the office of Borough Council. A copy of the resolution has been distributed
225 to Borough Council members via email prior to tonight's meeting. Borough Council action is requested to
226 adopt this resolution.

227
228 Motion by: Richard J. Fry
229 Second by: Tod M. Steese

230
231 **MOTION: To adopt Resolution No. 2020-19; A resolution to fill the vacancy in the office of Borough**
232 **Council.**

233
234 Approved via unanimous voice vote.

235
236
237 Mrs. Hackenberg announced that Borough Council consideration is requested for Resolution No. 2020-20; A
238 resolution for the sale of certain real property situate at 1 Oak Avenue, Mifflinburg, Pennsylvania 17844
239 (Union County Tax Parcel Number 010-029-014.19000). A copy of the resolution has been distributed to
240 Borough Council members via email prior to tonight's meeting. Borough Council action is requested to
241 adopt this resolution.

242
243 Motion by: Ellie K. Kreisher
244 Second by: Richard J. Fry

245
246 **MOTION: To adopt Resolution No. 2020-20; A resolution for the sale of certain real property situate**
247 **at 1 Oak Avenue, Mifflinburg, Pennsylvania 17844 (Union County Tax Parcel Number 010-029-**
248 **014.19000).**

249
250 Yes – Mr. Fry, Mrs. Kreisher, Ms. Lewis, Mr. Steese, Mrs. Hackenberg

251
252 No – None

253
254
255 Mrs. Metzger provided Borough Council with an update on the status of the Mill Street Reconstruction and
256 Chestnut Street Water Main Replacement Projects. Mrs. Metzger reported that Dave Gutelius Excavating,
257 Inc. has submitted Payment Application No. 4, the final payment application, in the amount of \$20,848.26
258 for the Mill Street Reconstruction & Chestnut Street Water Main Replacement Projects. A copy of the
259 payment application has been distributed to Borough Council members via email prior to tonight's meeting.
260 Uni-Tec Consulting Engineers, Inc. has reviewed the payment application and is recommending that
261 Borough Council take action to approve this payment application.

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271 Motion by: Linda L. Lewis
272 Second by: Richard J. Fry

273
274 **MOTION: To approve Payment Application No. 4 - Final to Dave Gutelius Excavating, Inc. for the**
275 **Mill Street Reconstruction & Chestnut Street Water Main Replacement Projects in the amount of**
276 **\$20,848.26.**

277
278 Yes – Mrs. Kreisher, Ms. Lewis, Mr. Steese, Mr. Fry, Mrs. Hackenberg

279
280 No – None

281
282
283 Mr. Rowe reported that Dave Gutelius Excavating, Inc., the contractor for the Mill Street Reconstruction &
284 Chestnut Street Water Main Replacement Projects, has completed all work associated with this project.
285 Borough Council action is requested to accept the Mill Street Reconstruction & Chestnut Street Water Main
286 Replacement Projects as substantially complete.

287
288 Motion by: Linda L. Lewis
289 Second by: Richard J. Fry

290
291 **MOTION: To accept the Mill Street Reconstruction & Chestnut Street Water Main Replacement**
292 **Projects as substantially complete.**

293
294 Approved via unanimous voice vote.

295
296
297 Mrs. Metzger reported that Mr. Jason Mitchell, the Borough Public Works Supervisor, has obtained quotes
298 for the Annual Snow Removal Equipment Rental. The quotes were opened on Monday, October 12, 2020 at
299 1:00 PM. There were three (3) quotes received and are as follows:

300

| | <u>Schlegel</u> | <u>Dave Gutelius</u> | <u>Iddings</u> |
|-----------------------------|-------------------|-------------------------|---------------------|
| | <u>Excavating</u> | <u>Excavating, Inc.</u> | <u>Quarry, Inc.</u> |
| 303 Dump w/ Operator | | | |
| 304 Single-Axle | NO BID | NO BID | \$ 55.00 |
| 305 Tandem-Axle | \$ 64.00 | NO BID | NO BID |
| 306 Tri-Axel | \$ 65.00 | \$ 80.00 | NO BID |
| 307 Snow Blower w/ Operator | | | |
| 308 Tractor/Loader Mounted | NO BID | \$135.00 | NO BID |

309

310 A copy of the bid tabulation has been distributed to Borough Council members via email prior to tonight's
311 meeting. Borough Council action is requested to award the quotes to the lowest responsible bidder on an as-
312 needed basis for each size/type of equipment specified.

313
314 Motion by: Richard J. Fry
315 Second by: Ellie K. Kreisher

316
317 **MOTION: To award the Single-Axle Dump w/ Operator to Iddings Quarry, Inc. in the amount of**
318 **\$55.00; the Tandem-Axle Dump w/ Operator to Schlegel Excavating in the amount of \$64.00; the Tri-**
319 **Axle Dump w/ Operator to Schlegel Excavating in the amount of \$65.00; and the Tractor/Loader**
320 **Mounted Snow Blower w/ Operator to Dave Gutelius Excavating, Inc. in the amount of \$135.00 on an**
321 **as-needed basis for the Annual Snow Removal Equipment as presented.**

322
323 Yes – Ms. Lewis, Mr. Steese, Mr. Fry, Mrs. Kreisher, Mrs. Hackenberg

324
325 No – None

326
327
328 Mrs. Metzger provided Borough Council with an update on the status of the available Nutrient Credits
329 produced by the Borough's Wastewater Treatment Plant (WWTP) for the 2020 compliance year. Mrs.
330 Metzger reported that she has prepared and solicited requests for proposals for the sale of the available
331 Phosphorus and Nitrogen Credits generated by the Borough's WWTP; however, there were no proposals
332 received. Mrs. Erin Threet, HRG, Inc., has indicated that there is an influx in credit this year and a smaller
333 need; so, demand is down, supply is up. Mrs. Metzger requested Borough Council action to authorize her to
334 sale the available Nitrogen Credits should an offer be received that the Solicitor is willing to approve as well.

335
336
337

338 Mrs. Erin Threet, HRG, Inc., detailed that the Pennsylvania Nutrient Credit Trading Program involves three
339 (3) steps: certification, verification, and registration, which must occur in that order. Credits must be
340 certified, verified, and then registered by the Pennsylvania Department of Environmental Protection (DEP)
341 before they can be applied to NPDES permit effluent limits. These credits generated in CY 2020 may only
342 be used by another facility to meet permit cap load requirements for CY 2020. The credits may be traded
343 during the truing period between October 1, 2020 and November 28, 2020, but expire November 28th. Mrs.
344 Threet reiterated that the truing period goes through November 28th; however, credits are being sold now to
345 ensure processing can be completed in time for credits to be sold and applied to permit limits no later than
346 the November 28th Chesapeake Bay annual DMR submission deadline. If Borough Council waits until the
347 Tuesday, November 17, 2020 regular Borough Council meeting to approve a price, they will have missed the
348 deadline and will have lost the window for potential sales.

349
350 Motion by: Linda L. Lewis

351 Second by: Tod M. Steese

352

353 **MOTION: To authorize Mrs. Metzger to sell the available Nitrogen Credits should an offer be**
354 **received, subject to the Solicitor's approval.**

355

356 Yes – Mr. Steese, Mr. Fry, Mrs. Kreisher, Ms. Lewis, Mrs. Hackenberg

357

358 No – None

359

360

361 Mrs. Erin Threet, HRG, Inc., provided Borough Council with an update on the status of the Mifflinburg
362 Dewatering Upgrade Project. Mrs. Threet reminded Borough Council that they took action at the Tuesday,
363 September 15, 2020 virtual Borough Council meeting to proceed with the Purchase Order to procure the
364 Schwing Dewatering and Ancillary Equipment through Costars for the lump sum amount of \$280,600.00.
365 Mrs. Threet reported that Sherwood Logan Associates, the supplier, has submitted Purchase Change Order
366 No. 1 for the Schwing Dewatering and Ancillary Equipment which reads as follows:

367

368 Per the submittal comments, SBI proposes the following component changes/additions to the SBI
369 scope of supply as listed in Schwing Bioset Quotation No. 2019397 Rev. A.

370

371 PROPOSED CHANGE #2 – SUBMITTAL COMMENT 14

372

373 SBI proposes supplying the following components in order to meet submittal comment 14; Phoenix
374 Contact ethernet switch. The pricing also includes added engineering, shop labor, and drawing
375 updates.

376

377 Price for the Above Listed scope of Supply.....\$418.00 US Dollars

378

379

380 Per the submittal comments, Böörger proposes the following adder to the Börger Scope of Supply
381 listed in Quotation #30016272:

382

383 SUBMITTAL COMMENT 7

384

385 Add thermostat to the motor.....\$697.00 US Dollars

386

387 A copy of the change order has been distributed to Borough Council members via email prior to tonight's
388 meeting. Borough Council action is requested to approve Purchase Change Order No. 1 from Sherwood
389 Logan Associates for the Schwing Dewatering and Ancillary Equipment for an increase in the contract price
390 in the amount of \$1,115.00.

391

392 Motion by: Ellie K. Kreisher

393 Second by: Linda L. Lewis

394

395 **MOTION: To approve Purchase Change Order No. 1 from Sherwood Logan Associates for the**
396 **Schwing Dewatering and Ancillary Equipment for an increase in the contract price in the amount of**
397 **\$1,115.00.**

398

399 Ms. Lewis inquired if Mrs. Threet has ensured that these are reasonable prices. Mrs. Threet stated that HRG,
400 Inc. had their Electrical Engineer review the prices and he thinks they are very much in line with the
401 equipment costs.

402

403 Yes – Mr. Fry, Mrs. Kreisher, Ms. Lewis, Mr. Steese, Mrs. Hackenberg

404

405 No – None

406 Mrs. Threet informed Borough Council that it's anticipated that the bid documents for installation of the
407 Schwing Dewatering and Ancillary Equipment will be ready for advertisement in November, which means
408 we'll be opening bids for Borough Council consideration at the Tuesday, December 15, 2020 regular
409 Borough Council meeting.

410

411 Mrs. Metzger announced that the Borough has received a Safety Grant from the Keystone Municipal
412 Insurance Trust (KMIT), the Borough's workers compensation carrier, in the amount of \$2,500.00 to help
413 reimburse for Electrical Harness Equipment.

414

415 Mrs. Metzger announced that the Borough also received a dividend payment in the amount of \$381.00 from
416 the Keystone Municipal Insurance Trust (KMIT).

417

418 Mrs. Metzger reported that she has received the Benecon renewal information. Mrs. Metzger informed
419 Borough Council that Benecon is the agent who serves the Pennsylvania Municipal Health Insurance
420 Cooperative (PMHIC) which is basically a self-funded insured Pool for Municipalities of similar size and
421 structure that participate in this Plan. The average increase for the Pool as a whole is 4.9%; the Borough's
422 increase is 2.5%.

423

424 Mrs. Metzger provided Borough Council with an update on the status of the AMP R.I.C.E Peaking Project
425 generation facilities. Mrs. Metzger report that she, Mr. Craig Lewis, the Borough Electrical Foreman, and
426 Mr. Norm Baron, of Utility Engineers, PC, have met with American Municipal Power, Inc. (AMP)
427 Representatives. The AMP Representatives indicated that final design has not been completed yet for our
428 particular project and that they'll be providing the Borough with drawings showing how the generation unit
429 will be installed at the Substation which will require Borough Council review and approval. It's anticipated
430 the construction will begin in April/May 2021.

431

432 Mr. Rowe provided Borough Council with an update on the status of the 2020 Sanitary Sewer Spot Repairs.

433

434 Mr. Rowe provided Borough Council with an update on the status of the architectural design for the Borough
435 Equipment Center located at 6 Industrial Parkway and the Mifflinburg Hose Company Building located at
436 325 Chestnut Street. Mr. Rowe reported that the estimated costs for these projects will be discussed at the
437 Borough Work Session that is scheduled for Tuesday, November 3, 2020.

438

439 Mrs. Metzger informed Borough Council that the next Budget meeting is scheduled for Tuesday, October 27,
440 2020 at 6:00 PM. Some changes to the scheduled time may be required.

441

442 Mrs. Metzger announced that the Veteran's Day Ceremony at the Mifflinburg Community Park is scheduled
443 for Saturday, November 7, 2020.

444

445 Mrs. Metzger announced that the Borough Offices will be closed on Wednesday, November 11, 2020 in
446 observance of Veteran's Day, and Thursday, November 26, 2020 in observance of Thanksgiving.

447

448 Mrs. Metzger reminded Borough Council that they took action at the Tuesday, September 15, 2020 virtual
449 Borough Council meeting to authorize her to advertise the vacancy for the Electric Lineman 3rd
450 Class/Lineman Apprentice position. Mrs. Metzger reported that she has advertised the vacancy for the
451 Electric Lineman 3rd Class/Lineman Apprentice position. The deadline to submit applications was Friday,
452 October 16, 2020. There were five (5) applications received. Mrs. Metzger informed Borough Council that
453 she and Mr. Craig Lewis, the Borough Electrical Foreman, have reviewed the applications and will be
454 scheduling interviews.

455

456 Mrs. Metzger requested an executive session to discuss potential litigation and personnel matters.

457

458 Mayor Cooney informed Borough Council that they received a copy of the Monthly Police Report for
459 September 2020 via email prior to tonight's meeting.

460

461 Mayor Cooney presented Borough Council with the following update for Public Safety. Mayor Cooney
462 informed Borough Council that he spoke with Ms. Erinn Gramly, President of the Mifflinburg High School
463 Boys Lacrosse Booster Club, regarding the Annual Turkey Trot 5K and Kids' ½ mile Fun Run to benefit the
464 Mifflinburg High School Boys Lacrosse Booster Club that is scheduled for Thanksgiving morning,
465 Thursday, November 26, 2020, at the Mifflinburg Community Park. Mayor Cooney clarified that he will be
466 approving the proposed race route and issuing them the letter granting them permission to use Borough
467 streets. Mrs. Metzger reminded Borough Council that they took action at the Tuesday, September 15, 2020
468 virtual Borough Council meeting to approve this request; contingent upon completion and submission of the
469 required Park Reservation Forms, as well as the \$250.00 security deposit and certificate of insurance.

470

471

472 Chief Hackenburg presented Borough Council with some Monthly Highlights for the Mifflinburg Police
473 Department for September 2020.

474

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

477

478 • The Community Christmas Tree Lighting that is scheduled for Sunday, November 29, 2020
479 from 7:00 PM – 8:00 PM. The Community Christmas Tree Lighting will be the same as in
480 previous years, with the exception that Santa Claus will not be in attendance.

481 • Attended the ribbon cutting for Gigi's Custom Creations, located at 434 Chestnut Street that
482 was held on Saturday, October 17, 2020. The shop specializes in custom heat pressed t-shirts,
483 sweatshirts, and onesies plus custom key chains, towel, masks, bath buckets, water bottle,
484 coffee cups, aprons and more.

485

486

487 Motion by: Tod M. Steese

488 Second by: Richard J. Fry

489

490 MOTION: **To enter into executive session at 7:47 PM.**

491

492 Approved via unanimous voice vote.

493

494

495 Motion by: Ellie K. Kreisher

496 Second by: Richard J. Fry

497

498 MOTION: **To reconvene the meeting at 8:54 PM.**

499

500 Approved via unanimous voice vote.

501

502

503 Mrs. Kreisher thanked Borough Council for their patience and taking the time to answer her questions.

504

505

506 Motion by: Tod M. Steese

507

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

509

510 Approved via unanimous voice vote.

511

512

513 Meeting adjourned at 8:55 PM.

514

515 Respectfully Submitted,

516

517

518 Misty L. Ross

519 Assistant Borough Secretary

520