

1 MINUTES OF MIFFLINBURG BOROUGH COUNCIL

2 September 15, 2020

3
4 PRESENT ABSENT

5 Beverly L. Hackenberg, Council President	X
6 Tod M. Steese, Vice President	X
7 Richard J. Fry, 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 The virtual meeting of Mifflinburg Borough Council was called to order at 6:31 PM.

18
19 Visitors present at this meeting were Ellie K. Kreisher, Kathleen M. Downs, David W. Hendricks, Doug
20 Walter, and Lance Miller.

21
22 Mr. Doug Walter participated in tonight’s virtual meeting regarding the Veteran’s Day Program. Mr.
23 Walter reported that recently in Elysburg, PA, an All Veteran Group hosted a Parachute Drop and Fly-
24 Over Event. Subsequently, he contacted the All Veteran Group regarding having a Parachute Drop on
25 the Little League Field for this year’s Veteran’s Day Program that is scheduled for Wednesday,
26 November 11, 2020 at the Mifflinburg Community Park. The All Veteran Group immediately got back
27 to him and they would like to host a Parachute Drop on the Little League Field for the Veteran’s Day
28 Program. The All Veteran Group has provided a copy of their certificate of insurance. For an additional
29 \$500.00 the policy can be increased to \$1 million. Borough Council approval is requested to move
30 forward with this event.

31
32 Mrs. Hackenberg inquired if there was anything else that Borough Council needed to be thinking about
33 other than insurance. Mr. Page stated that Borough Council may want to consider drafting a similar Use
34 Agreement to the ones they used in the past; however, he thinks insurance would be the only issue. Mr.
35 Walter informed Borough Council that he could provide them with the All Veteran Group’s email in
36 order to draft an agreement and indicated that he’s sure the All Veteran Group would be more then
37 acceptable to having an agreement.

38
39 Mayor Cooney asked Mr. Steese if the Mifflinburg Hose Company No. 1 would be willing to assist with
40 the landing zone for Life Flight for this event if requested. Mr. Steese stated that he’s sure the
41 Mifflinburg Hose Company No. 1 would be more than happy to assist with the landing zone for Life
42 Flight for this event if requested.

43
44 Motion by: Linda L. Lewis
45 Second by: Tod M. Steese

46
47 **MOTION: To approve Mr. Doug Walter’s request to have a Parachute Drop and Fly-Over event**
48 **at the Mifflinburg Little League Field during the Veteran’s Day Program that is scheduled for**
49 **Wednesday, November 11, 2020 at the Mifflinburg Community Park.**

50
51 Approved via unanimous voice vote.

52
53
54 Mrs. Hackenberg announced that Mrs. Metzger has advertised for letters of interest for the position of
55 Council Member for the East Ward to fill Mr. Bottiger’s unexpired term on Borough Council. Three (3)
56 letters of interest have been received from the following candidates:

57	<u>Name</u>	<u>Address</u>
58	Kathleen M. Downs	238 Walnut Street
59	David W. Hendricks	318 Thompson Street
60	Ellie K. Kreisher	215 N. 2nd Street

61
62
63 Mr. Page explained how the interviewing, nominating and voting process would be conducted at
64 tonight’s virtual meeting.

65
66
67

68 Mr. Page informed Borough Council that prior to tonight's meeting, he and Mrs. Metzger were made
69 aware of a possible Conflict of Interest. Mr. Fry has submitted a memorandum which read as follows:

70
71 M. Metzger – Borough Manager

72
73 I am writing this memo to bring attention to a possible Conflict of Interest at tonight's monthly
74 Borough Council meeting.

75
76 Ellie Kreisher, who has submitted her paperwork for the vacancy in the East Ward, is my
77 niece.

78
79 I will refrain from participating in the interviewing, nominating and voting process at tonight's
80 meeting.

81
82 Richard J. Fry
83 Councilman East Ward

84
85 Mr. Page clarified that Mr. Fry will be abstaining from participating in the interviewing, nominating and
86 voting process at tonight's meeting.

87
88 Borough Council proceeded with virtually interviewing the candidates. Mr. Steese conducted the
89 interviews, presenting the candidates with a series of six (6) questions.

90
91 Council Member Linda L. Lewis nominated Ms. Kathleen M. Downs for the position of Council
92 Member for the East Ward.

93
94 Council Member Tod M. Steese nominated Mrs. Ellie K. Kreisher for the position of Council Member
95 for the East Ward. Council Member Duane L. Zimmerman seconded the nomination.

96
97 Motion by: Linda L. Lewis

98
99 **MOTION: To appoint Ms. Kathleen M. Downs for the position of Council Member for the East**
100 **Ward with the term expiring December 31, 2021.**

101
102 Yes - Ms. Lewis

103
104 No - Mr. Steese, Mr. Zimmerman, Mrs. Hackenberg

105
106 Abstained - Mr. Fry

107
108
109 Motion by: Tod M. Steese
110 Second by: Duane L. Zimmerman

111
112 **MOTION: To appoint Mrs. Ellie K. Kreisher for the position of Council Member for the East**
113 **Ward with the term expiring December 31, 2021.**

114
115 Yes - Ms. Lewis, Mr. Steese, Mr. Zimmerman, Mrs. Hackenberg

116
117 No - None

118
119 Abstained - Mr. Fry

120
121
122 Mayor, David M. Cooney, virtually conducted the Oath of Office Ceremony for the newly appointed
123 Borough Council Representative Mrs. Ellie K. Kreisher.

124
125 Mr. Page informed Mrs. Kreisher that she would need to sign the Oath of Office and submit it to Mrs.
126 Metzger as soon as possible; however, for all intents and purposes she has been sworn in.

127
128 Mrs. Metzger emailed Mrs. Kreisher the council packet information for use at tonight's virtual meeting
129 as directed by Mrs. Hackenberg.

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132
133
134

135 Motion by: Tod M. Steese
136 Second by: Richard J. Fry

137
138 **MOTION: To approve the minutes of the Tuesday, August 18, 2020 virtual meeting of Mifflinburg**
139 **Borough Council.**

140
141 Approved via unanimous voice vote.

142
143
144 Motion by: Linda L. Lewis
145 Second by: Richard J. Fry

146
147 **MOTION: To approve payment of Bill List # 2020-09 in the amount of \$412,304.44.**

148
149 Yes – Mr. Steese, Mr. Zimmerman, Mrs. Kreisher, Mr. Fry, Ms. Lewis, Mrs. Hackenberg

150
151 No – None

152
153
154 Motion by: Tod M. Steese
155 Second by: Richard J. Fry

156
157 **MOTION: To approve the Mifflinburg Borough Zoning Report for August 2020 and authorize**
158 **payment to the Central Keystone Council of Governments (CK-COG) in the amount of \$2,830.90.**

159
160 Yes – Mr. Zimmerman, Mrs. Kreisher, Mr. Fry, Ms. Lewis, Mr. Steese, Mrs. Hackenberg

161
162 No – None

163
164
165 Mrs. Hackenberg announced that Borough Council consideration is requested for Resolution No. 2020-
166 17; Recognizing formally and publicly the contributions of Mr. Paul E. Bottiger which reads as follows:

167
168 WHEREAS: MR. PAUL E. BOTTIGER has served as a member of Mifflinburg Borough
169 Council since 2014, and in that capacity

170
171 he has willingly and unselfishly given of his time and talents to the betterment
172 of our community and its citizens;

173
174 he has served the residents of his community, and the Borough Council, without
175 thought of personal recognition;

176
177 he has been actively involved in the work of the community for a period of six
178 years and seven months, NOW

179
180 BE IT THEREFORE RESOLVED that the Borough Council of the Borough of Mifflinburg
181 recognize formally and publicly the contributions of MR. PAUL E. BOTTIGER and wish him
182 well as he leaves office.

183
184 BE IT FURTHERMORE RESOLVED that a copy of this resolution be presented to MR.
185 PAUL E. BOTTIGER and that its contents be entered into the official records of the
186 municipality.

187
188 A copy of the resolution has been forwarded to Borough Council via email prior to tonight's meeting.
189 Borough Council action is requested to adopt this resolution.

190
191 Motion by: Linda L. Lewis
192 Second by: Richard J. Fry

193
194 **MOTION: To adopt Resolution No. 2020-17; Recognizing formally and publicly the contributions**
195 **of Mr. Paul E. Bottiger.**

196
197 Approved via unanimous voice vote.

198
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200
201

202 Mrs. Hackenberg announced that Borough Council consideration is requested for Resolution No. 2020-
203 18; A resolution outlining the procedures for the retention of the audio and/or video recording for its
204 virtual Borough Council meetings. A copy of the resolution has been forwarded to Borough Council via
205 email prior to tonight's meeting.

206
207 Motion by: Linda L. Lewis

208 Second by: Tod M. Steese

209

210 **MOTION: To adopt Resolution No. 2020-18; A resolution outlining the procedures for the**
211 **retention of the audio and/or video recording for its virtual Council meetings.**

212

213 Approved via unanimous voice vote.

214

215

216 Mrs. Metzger reported that unPAved of the Susquehanna River Valley is requesting Borough Council
217 action to authorize Mayor Cooney to complete and sign the 2020 Bicycle Event Use Permission for their
218 cycling event on October 11, 2020. A copy of the Use Permission has been forwarded to Borough
219 Council via email prior to tonight's meeting.

220

221 Mayor Cooney stated that in past years, a PennDOT permit was not required for this bicycle event since
222 there were no road closures in Mifflinburg; however, this year due to COVID-19, PennDOT is
223 requesting that the Borough sign a Bicycle Event Use Permission. Borough Council action is requested
224 on this matter. Mrs. Metzger interjected that the Department of Conservation and Natural Resources
225 (DCNR) is requesting the Borough sign a Bicycle Event Use Permission, not PennDOT. A discussion
226 was held; Mr. Page advised Borough Council that prior to signing the 2020 Bicycle Event Use
227 Permission, he would like to review the form.

228

229 Motion by: Tod M. Steese

230 Second by: Duane L. Zimmerman

231

232 **MOTION: To authorize Mayor Cooney to complete and sign the unPAved of the Susquehanna**
233 **River Valley 2020 Bicycle Event Use Permission for their cycling event on Sunday, October 11,**
234 **2020, pending the final approval by Mr. Page.**

235

236 Approved via unanimous voice vote.

237

238

239 Mrs. Metzger reported that she received correspondence from Mrs. Heidi Criswell, Executive Director
240 Mifflinburg Heritage & Revitalization Association, Inc. (MHRA), which reads as follows:

241

242 Dear Borough:

243

244 MHRA will be hosting its Fall Craft Beer Festival at the VFW Carnival Grounds on October 2
245 and 3. You have already notified us of approval of using the water and at least two bag carts
246 but with COVID-19 changes, we wanted to make sure you knew that while not called
247 Oktoberfest this year, we are still having an event those days and will need them.

248

249 As always, we will arrange to have someone hook up the bag carts. Please let me know a day
250 and time that is convenient so we can be present at the site and have someone there at that time
251 to hook them up. They can also coordinate directly with Juergen Seefeldt.

252

253 Thank you for your help. We appreciate what the Borough does to support us and our events.

254

255 Sincerely,

256 Mrs. Heidi Criswell

257 Executive Director

258

259 A copy of the correspondence has been forwarded to Borough Council via email prior to tonight's
260 meeting. Mrs. Metzger clarified that Borough Council action is not required since they already took
261 action at the Tuesday, January 21, 2020 regular Borough Council meeting to donate water services to the
262 Mifflinburg VFW Carnival Grounds and provide but not install three (3) electric bag carts on these dates
263 for Oktoberfest 2020.

264

265

266

267

268

269 Mrs. Metzger informed Borough Council that she received a request from Ms. Erinn Gramly, President
270 of the Mifflinburg High School Boys Lacrosse Booster Club. The Mifflinburg High School Boys
271 Lacrosse Booster Club is requesting Borough Council permission to utilize the Mifflinburg Community
272 Park and Borough streets on Thanksgiving morning, Thursday, November 26, 2020, in order to conduct
273 the annual “Turkey Trot 5K and Kids’ ½ mile Fun Run” event. A copy of the request has been
274 forwarded to Borough Council via email prior to tonight’s meeting. Mrs. Metzger noted that as in past
275 years, the Mifflinburg High School Boys Lacrosse Booster Club will be required to place portable
276 restroom facilities at the Mifflinburg Community Park on the day of their event. Borough Council
277 action is requested to approve this request; contingent upon completion and submission of the required
278 Park Reservation Forms, as well as the \$250.00 security deposit and certificate of insurance.

279
280 Motion by: Tod M. Steese
281 Second by: Linda L. Lewis

282
283 **MOTION: To approve the Mifflinburg High School Boys Lacrosse Booster Club’s request to**
284 **utilize the Mifflinburg Community Park and Borough Streets on Thanksgiving morning,**
285 **Thursday, November 26, 2020 in order to conduct the annual “Turkey Trot 5K and Kids’ ½ mile**
286 **Fun Run” event; contingent upon completion and submission of the required Park Reservation**
287 **Forms, as well as the \$250.00 security deposit and certificate of insurance.**

288
289 Approved via unanimous voice vote.

290
291
292 Mrs. Metzger informed Borough Council that she has also received a request via email from Mr. Bill
293 Flack concerning the hate crimes that have been happening locally, which reads as follows:

294
295 Dear Borough Council,

296
297 As you must have heard by now, last weekend a racist message spray painted on Tower Road
298 in Limestone Township was discovered by a cyclist. Today, others reported a swastika painted
299 on a road sign on Rt. 192 near Hoffa Mill Road.

300
301 While these hate crimes did not occur in the Borough, they were perpetrated very near to us.
302 That a person or people are committing these crimes on the edges of our community is creating
303 more fear for Black, Indigenous, and People of Color, as well as Jewish people who live, work,
304 and travel in the area. These hateful messages pose a threat to individuals and our community.

305
306 We ask that you (1) publicly condemn these hate crimes as soon as possible and (2) that you
307 create and share publicly a plan to help prevent, address, and heal the effects of racism, anti-
308 Semitism, and other forms of discrimination and hate in our community.

309
310 Thank you for your service to our town. We would appreciate a response to this letter.

311
312 Sincerely,
313 Bill Flack and Deirdre O’Connor

314
315 A copy of the email has been forwarded to Borough Council via email prior to tonight’s meeting.
316 Borough Council direction is requested on this matter.

317
318 Ms. Lewis stated that she has given this request some thought and she realizes that this isn’t in the
319 Borough’s wheelhouse to draft the language probably necessary to address the healing and unifying
320 message that Mr. Flack is referring to without spurring some other type of division. However, she
321 would be willing to entertain if Mr. Flack would be willing to draft language that he thinks is
322 appropriate for public distribution for Borough Council to review and consider sharing publicly. Ms.
323 Lewis added that she thinks it’s appropriate for Mr. Flack to draft the language because according to his
324 email he is Professor and Chair of Psychology, as well as Senior Fellow, Social Justice Residential
325 College. It would definitely be in his wheelhouse to draft the language necessary to address this issue.

326
327 Mr. Zimmerman expressed that he personally thinks the government on all levels have really stirred the
328 pot on this in different areas, different levels, and that Borough Council should stay out of the middle or
329 out of the edges of it. This is a political issue and the Municipality should not get involved in this. A
330 lengthy discussion was held; it was the consensus of Borough Council to direct Mrs. Metzger to send a
331 letter to Mr. Flack and Ms. O’Connor thanking them for sharing their concerns.

332
333

334 Mrs. Metzger announced that the Borough received a donation of \$250.00 from Ms. Sharon Koppel, a
335 resident of 514 Pinnacle Lane, for the Mifflinburg Community Pool, along with a “Thank You” card
336 which reads as follows:
337

338 Please accept my donation for the Community Pool. The 10:15 adult swim every day made
339 living with this pandemic so much better. Myself, and several other women friends truly
340 enjoyed ourselves every day, all summer. Thank you for thinking outside of the box in these
341 difficult times. You made our summer special!

342 Sharon Koppel
343

344 Mr. Rowe provided Borough Council with an update on the status of the Mill Street Reconstruction and
345 Chestnut Street Water Main Replacement Projects. Mr. Rowe reported that Dave Gutelius Excavating,
346 Inc., has submitted Change Order No. 5 for a decrease in the contract price in the amount of \$3,850.09.
347 This change order amends the contract price to incorporate adjusted prices for final installed quantities
348 for the Mill Street portion of the project. A copy of the change order has been forwarded to Borough
349 Council via email prior to tonight’s meeting. Uni-Tec Consulting Engineers, Inc. has reviewed the
350 change order and is recommending that Borough Council take action to approve this change order.

351
352 Motion by: Tod M. Steese

353 Second by: Richard J. Fry
354

355 **MOTION: To approve Change Order No. 5 to Dave Gutelius Excavating, Inc. for the Mill Street**
356 **Reconstruction and Chestnut Street Water Main Replacement Projects for a decrease in the**
357 **contract price in the amount of \$3,850.09.**

358
359 Yes – Mrs. Kreisher, Mr. Fry, Ms. Lewis, Mr. Steese, Mr. Zimmerman, Mrs. Hackenberg
360

361 No – None
362
363

364 Mr. Rowe reported that Dave Gutelius Excavating, Inc. has also submitted Payment Application No. 3
365 in the amount of \$166,842.19 for the Mill Street Reconstruction & Chestnut Street Water Main
366 Replacement Projects. A 5% retainage has been withheld from a contractor, leaving a contract balance
367 of \$20, 484.26. A copy of the payment application has been forwarded to Borough Council via email
368 prior to tonight’s meeting. Uni-Tec Consulting Engineers, Inc. has reviewed the payment application
369 and is recommending that Borough Council take action to approve this payment application.
370

371 Motion by: Linda L. Lewis

372 Second by: Tod M. Steese
373

374 **MOTION: To approve Payment Application No. 3 to Dave Gutelius Excavating, Inc. for the Mill**
375 **Street Reconstruction & Chestnut Street Water Main Replacement Projects in the amount of**
376 **\$166,842.19.**

377
378 Yes – Mr. Fry, Ms. Lewis, Mr. Steese, Mr. Zimmerman, Mrs. Kreisher, Mrs. Hackenberg
379

380 No – None
381
382

383 Mrs. Metzger provided Borough Council with an update on the status of 1 Oak Avenue. Mrs. Metzger
384 reminded Borough Council that they took action at the Tuesday, August 18, 2020 virtual Borough
385 Council meeting to authorize her to advertise to accept sealed bids for the sale of 1 Oak Avenue, with
386 the opening bid for this property to include the purchase price, municipal liens, plus costs and fees; and
387 the bid opening to be held on Monday, September 14, 2020 at 1:00 PM. Mrs. Metzger reported that she
388 has advertised to accept sealed bids for the sale of 1 Oak Avenue. The opening bid for this property was
389 \$25,536.00. There was one (1) bid received from Dave and Cindy Gutelius for \$25,600.00. Borough
390 Council action is requested to award the sale of at 1 Oak Avenue to Dave and Cindy Gutelius.
391

392 Motion by: Tod M. Steese

393 Second by: Richard J. Fry
394

395 **MOTION: To award the sale of 1 Oak Avenue to Dave and Cindy Gutelius for \$25,600.00.**
396

397 Yes – Ms. Lewis, Mr. Steese, Mr. Zimmerman, Mrs. Kreisher, Mr. Fry, Mrs. Hackenberg
398

399 No – None
400

401 Mr. Page clarified that the motion to award the sale of 1 Oak Avenue to Dave and Cindy Gutelius for
402 \$25,600.00 was really only to publicly announce the award of contract. In accordance with the Borough
403 Code, a resolution is required for this sale. A resolution will be prepared for Borough Council
404 consideration at the Tuesday, October 20, 2020 regular Borough Council meeting. Mr. Gutelius will
405 have sixty (60) days to submit payment to the Borough in full.

406
407 Mr. Rowe reported that he has solicited quotes for the 2020 Sanitary Sewer Spot Repairs. The quotes
408 were opened on Tuesday, September 15, 2020 at 1:00 PM. There were two (2) quotes received and are
409 as follows:

410	<u>Company</u>	<u>Base Bid</u>
411	Dave Gutelius Excavating, Inc.	\$53,685.00
412	Fairchild Brothers, Inc.	\$42,981.00

413
414
415 A copy of the tabulation has been forwarded to Borough Council via email prior to tonight's meeting.
416 Borough Council action is requested to award the 2020 Sanitary Sewer Spot Repairs Contract to
417 Fairchild Brothers, Inc., the low bidder, for a lump sum amount of \$ \$42,981.00.

418
419 Motion by: Linda L. Lewis

420 Second by: Richard J. Fry

421
422 **MOTION: To award the 2020 Sanitary Sewer Spot Repairs Contract to Fairchild Brothers, Inc.**
423 **for a lump sum amount of \$42,981.00.**

424
425 Yes – Mr. Steese, Mr. Zimmerman, Mrs. Kreisher, Mr. Fry, Ms. Lewis, Mrs. Hackenberg

426
427 No – None

428
429
430 Mrs. Metzger reported that Designer Homes located at 15 Industrial Park Road, has submitted an
431 application for one (1) EDU for 26 Oak Avenue. In accordance with Paragraphs VI of the EDU
432 allocation policy resolution, if any EDU's remain available after the initial distribution in accordance
433 with Paragraphs B. I – IV above, the remaining EDU's shall be distributed on a first come, first serve
434 basis until all available EDU's are distributed. A copy of the application has been forwarded to Borough
435 Council via email prior to tonight's meeting. Borough Council action is requested to allocate one (1)
436 sewer EDU to Designer Homes.

437
438 Motion by: Linda L. Lewis

439 Second by: Richard J. Fry

440
441 **MOTION: To allocate one (1) sewer EDU to Designer Homes for 26 Oak Avenue.**

442
443 Mrs. Hackenberg pointed out that on their application, Designer Homes indicated that they have two (2)
444 customers looking for EDU's ASAP (as soon as possible). Mrs. Metzger clarified that the Number of
445 EDUs Requested at the top of the application indicates one (1) EDU; that and there is only one (1) EDU
446 available at this time.

447
448 Approved via unanimous voice vote.

449
450
451 Mrs. Metzger informed Borough Council that she has reviewed the Chesapeake Bay Spreadsheet for the
452 Wastewater Treatment Plant (WWTP) and it appears that the Borough will again generate Nutrient
453 Credits for the 2020 compliance year that can be sold. The Borough's Chesapeake Bay spreadsheet
454 shows approximately 3,000 Nitrogen Credits generated through August 2020, but these totals are subject
455 to change as September 2020 information is added. Mrs. Metzger noted that there were 7,670 Nitrogen
456 Credits for sale for the water year ending September 2019. The difference in the totals is due to the
457 issues with the sludge press and trying to get their MLSS (mixed liquor suspended solids) down which
458 brought the Borough's Nutrient Credits down. Borough Council action is requested to authorize her to
459 solicit bids for the sale of the available Nutrient Credits produced by the WWTP in the same manner as
460 last year.

461
462
463
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467

468 Motion by: Tod M. Steese
469 Second by: Richard J. Fry

470
471 **MOTION: To authorize Mrs. Metzger to solicit bids for the sale of the available Nutrient Credits**
472 **produced by the Borough's Wastewater Treatment Plant (WWTP) for the 2020 compliance year**
473 **in the same manner as last year.**

474
475 Approved via unanimous voice vote.

476
477
478 Mrs. Metzger provided Borough Council with an update on the status of the Corrective Action Plan
479 (CAP). Mrs. Metzger reported that she, Mr. Rowe and Mrs. Erin Threet, HRG, Inc., will be working to
480 finalize the CAP update for submission to DEP by Wednesday, September 30, 2020. Borough Council
481 action is requested to authorize her to submit the CAP update.

482
483 Motion by: Tod M. Steese
484 Second by: Richard J. Fry

485
486 **MOTION: To authorize Mrs. Metzger to submit the Corrective Action Plan (CAP) update to DEP**
487 **by Wednesday, September 30, 2020.**

488
489 Approved via unanimous voice vote.

490
491
492 Mrs. Metzger reported that Mockenhaupt Benefits Group (the Actuary for the Borough), has prepared
493 the 2021 Minimum Municipal Obligations (MMOs) for both the Police and Non-Uniformed Pension
494 Plans, as well as the Non-Uniformed Money Purchase Plan which are as follows:

495

496	Police Pension Plan	\$117,382.00
497	Non-Uniformed Pension Plan	\$ 92,546.00
498	Non-Uniformed Money Purchase Plan	\$ 15,202.00

499

500 Act 205 requires that these MMOs be adopted/approved for the 2021 budget by September 30th of the
501 preceding year. Copies of the three (3) MMOs have been forwarded to Borough Council via email prior
502 to tonight's meeting. Borough Council action is requested to adopt these MMOs as prepared by
503 Mockenhaupt Benefits Group.

504
505 Motion by: Linda L. Lewis
506 Second by: Tod M. Steese

507
508 **MOTION: To adopt the Police Pension Plan Minimum Municipal Obligation in the amount of**
509 **\$117,382.00; the Non-Uniformed Plan Minimum Municipal Obligation in the amount of**
510 **\$92,546.00; and the Non-Uniformed Money Purchase Plan Minimum Municipal Obligation in the**
511 **amount of \$15,202.00 for the 2021 budget.**

512
513 Yes – Mr. Zimmerman, Mrs. Kreisher, Mr. Fry, Ms. Lewis, Mr. Steese, Mrs. Hackenberg

514
515 No – None

516
517
518 Mrs. Metzger informed Borough Council that Mr. Geoffrey Smith has submitted his resignation as an
519 Electric Lineman III effective Friday, September 11, 2020. Borough Council action is requested to
520 accept his resignation and authorize her to advertise the vacancy for the Electric Lineman 3rd
521 Class/Lineman Apprentice position.

522
523 Motion by: Tod M. Steese
524 Second by: Richard J. Fry

525
526 **MOTION: To accept the resignation of Mr. Geoffrey Smith as an Electric Lineman III effective**
527 **Friday, September 11, 2020 and authorize Mrs. Metzger to advertise the vacancy for the Electric**
528 **Lineman 3rd Class/Lineman Apprentice position.**

529
530 Approved via unanimous voice vote.

531
532
533

534 Mrs. Metzger informed Borough Council that she has received the renewal information for the
535 Borough's Employee Assistance Plan for 2021. The cost per agreement year 2020 was \$3,110.00, but
536 has increased to \$3,175.00 for 2021; this represents a \$65.00 increase. Borough Council action is
537 requested to approve the renewal of this program.

538
539 Motion by: Linda L. Lewis

540 Second by: Richard J. Fry

541

542 **MOTION: To enter into the Employee Assistance Program Agreement between the Borough of**
543 **Mifflinburg and the ESI Employee Assistance Group at the Premium Benefit Level for the period**
544 **of Thursday, October 1, 2020 through Wednesday, September 30, 2021 to provide professional**
545 **employee assistance to Borough employees at the cost of \$3,175.00 for 2021.**

546

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

548

549 No – None

550

551

552 Mrs. Metzger provided Borough Council with an update on the status of the Mifflinburg Dewatering
553 Upgrade Project. Mrs. Metzger reported that HRG, Inc. has finalized review of the design submittal for
554 the Schwing Dewatering Equipment and Ancillary Equipment. In accordance with the terms of the
555 contract, the payment terms are as follows:

556

557 • Schwing Screw Press - 15% on submittal approval, 70% on delivery, and 15% on Startup
558 and training.

559 • Velodyne, Boerger, and Conveyor - 10% on submittal approval, 80% on delivery, and 10%
560 on Startup and training.

561

562 Sherwood Logan & Associates, Inc. has submitted the Payment Request No. 1 in the amount \$38,950.00
563 for the Schwing Dewatering Equipment and Ancillary Equipment. HRG, Inc. has reviewed the payment
564 request and is recommending that Borough Council take action to approve this payment request.

565

566 Motion by: Linda L. Lewis

567 Second by: Richard J. Fry

568

569 **MOTION: To approve Payment Request No. 1 to Sherwood Logan & Associates, Inc. for the**
570 **Schwing Dewatering Equipment and Ancillary Equipment in the amount of \$38,950.00.**

571

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

573

574 No – None

575

576

577 Mrs. Metzger announced that Borough Management has received notification that another municipality
578 placed an order for a new Vactor Truck and they will be trading in a used Vactor Truck. Mr. Rowe
579 informed Borough Council that the used Vactor Truck being traded-in is a 2011 and meets the
580 specifications (make/year/model) that the Borough has been looking for. Mr. Rowe clarified that
581 Borough Management hasn't physically seen the used Vactor Truck; however, he's requesting Borough
582 Council authorization to solicit bids for the purchase of a used Vactor Truck.

583

584 Motion by: Linda L. Lewis

585 Second by: Tod M. Steese

586

587 **MOTION: To authorize Mr. Rowe to solicit bids for the purchase of a used Vactor Truck.**

588

589 Approved via unanimous voice vote.

590

591

592 Mrs. Metzger reminded Borough Council that all Budgetary Requests for 2021 must be submitted by
593 Wednesday, September 30, 2020. The first Budget meetings is scheduled for Tuesday, October 6, 2020
594 to received and review the 2021 Budget Requests for consideration. Mrs. Metzger recapped that the
595 Tentative Budget has to be adopted in November and it has to be advertised for ten (10) days for public
596 inspection, and then pending no changes, the Final Budget has to be adopted in December.

597

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

599

600 Ms. Lewis informed Borough Council that she has received a request from the First Evangelical
601 Lutheran Church located at 404 Market Street. The First Evangelical Lutheran Church is requesting
602 Borough Council permission to utilize the gazebo and lawn at the Mifflinburg Community Park on
603 Sunday, October 4, 2020 in order to conduct a church service. Borough Council action is requested to
604 approve this event.

605
606 Motion by: Duane L. Zimmerman
607 Second by: Linda L. Lewis

608
609 **MOTION: To approve the First Evangelical Lutheran Church's request to utilize the gazebo and**
610 **lawn at the Mifflinburg Community Park on Sunday, October 4, 2020 in order to conduct a**
611 **church service.**

612
613 Approved via unanimous voice vote.

614
615
616 Mayor Cooney informed Borough Council that they received a copy of the Monthly Police Report for
617 August 2020 included in the information tonight.

618
619 Mayor Cooney reported that he spoke with Mrs. Theresa Kirchner-Koch, Art Teacher at the Mifflinburg
620 Area High School, regarding the Mifflinburg Homecoming Parade. Mrs. Koch indicated that the
621 Mifflinburg Area School District (MASD) doesn't intend on having the Homecoming Parade this year
622 and anticipate they'll probably have something at the Mifflinburg Area High School; however, she will
623 iron that out with Mr. Eldon Hoy, Athletic Director/Attendance at the Mifflinburg Area High School, as
624 he handles all the logistics with that.

625
626 Chief Hackenburg presented Borough Council with some Monthly Highlights for the Mifflinburg Police
627 Department for September 2020.

628
629 Chief Hackenburg informed Borough Council that he forwarded an email to them earlier today that he
630 received from Union County Sheriff Ritter. Sheriff Ritter indicated that he will be conducting some K9
631 training for people tracking tomorrow, Wednesday, September 16, 2020 in the Borough. There will be
632 Sheriff's deputies, along with officers from Bloomsburg and Berwick participating in the training.
633 There will also be marked cars and uniforms involved. They will start at the Mifflinburg Community
634 Park at 8:00 AM and they plan to finish around 4:00 PM, although they may move the training to
635 Lewisburg as the day goes on. Chief Hackenburg clarified that Sheriff Ritter wanted to notify the
636 Borough and the Mifflinburg Police Department to be aware in case people call in wanting to know
637 what's going on.

638
639 Ms. Lewis requested that each month, at the beginning of the monthly Borough Council meetings, a
640 quick 1-2-minute update briefing be provided on COVID-19 which highlights how many new positive
641 COVID-19 cases the Borough has in their zip code; whether that number has increased or decreased
642 from the previous month; and whether there are any hot spots or spikes in new COVID-19 cases. Ms.
643 Lewis expressed that she feels it's important for Borough Council to be well informed about Covid-19
644 and all on the same page when making decisions in order to make more informative decisions when it
645 comes to large gatherings and public events in the Borough.

646
647 Mayor Cooney expressed that he doesn't feel this matter falls under Public Safety, it's more of a Public
648 Health matter and suggested that Ms. Lewis could contact Ms. Michelle Dietrich, Emergency
649 Management Agency (EMA) Coordinator at the Union County Government Center, to acquire the
650 statistics to prepare a monthly report.

651
652 Mrs. Hackenberg stated that the information is also available on the Centers for Disease Control and
653 Prevention (CDC) website. A discussion was held; Mrs. Metzger informed Ms. Lewis that she would
654 forward Ms. Dietrich contact information to her.

655
656
657 Motion by: Tod M. Steese
658 Second by: Richard J. Fry

659
660 **MOTION: To enter into executive session at 8:01 PM.**

661
662 Approved via unanimous voice vote.

663
664
665
666

667 Motion by: Tod M. Steese
668 Second by: Richard J. Fry

669
670 MOTION: **To reconvene the meeting at 8:39 PM.**

671
672 Approved via unanimous voice vote.

673
674
675 Motion by: Tod M. Steese

676
677 MOTION: **To adjourn the Mifflinburg Borough Council meeting.**

678
679 Approved via unanimous voice vote.

680
681
682 Meeting adjourned at 8:39 PM.

683
684 Respectfully Submitted,

685
686
687 Misty L. Ross
688 Assistant Borough Secretary
689