

1 MINUTES OF MIFFLINBURG BOROUGH COUNCIL

2 February 15, 2022

3
4 PRESENT ABSENT

5	Richard J. Fry, Council President	X
6	Matthew C. Wagner, Vice President	X
7	Jarred R.W. Fry, Council Member	X
8	Beverly L. Hackenberg, Council Member	X
9	Ellie K. Kreisher, Council Member	X
10	Bradley M. Sauers, Council Member	X
11	David M. Cooney, Mayor	X
12	Jeffrey L. Hackenburg, Chief of Police	X - Arrived at 6:46 PM
13	Allen P. Page IV, Solicitor	X
14	Margaret A. Metzger, Borough Manager	X
15	Robert M. Rowe, Borough Project Manager	X
16	Misty L. Ross, Assistant Secretary	X

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

19
20 Visitors present at this meeting were Thomas A. Burkhart, Donald Bowman, Debi Ewert, Heidi
21 Criswell, Brian K. Glass, and Michael Smith.

22
23 Mr. Fry introduced Mr. Thomas A. Burkhart, with McNerney Page Vanderlin & Hall, who will be
24 taking over as the Borough Solicitor for Borough Council and the Mifflinburg Planning Commission
25 beginning with the Tuesday, March 15, 2022 regular Borough Council meeting.

26
27 Mr. Page stated that it's been a pleasure serving as the Borough Solicitor for Borough Council and the
28 Mifflinburg Planning Commission and thanked Borough Council for the opportunity.

29
30 Mr. Fry conducted a Public Hearing for Ordinance No. 2022-04; Amending Chapter 23 of the Code of
31 Ordinances of Mifflinburg Borough (Subdivision and Land Development) to update various sections,
32 including: Definitions; Processing, Review, Approval, and Recording of Plans; Subdivision and Land
33 Development Plan Requirements; General Design Standards and Requirements; Requirements for
34 Special Subdivisions and Land Developments; Improvements; and Administration and Enforcement.

35
36 Mr. Page informed Borough Council that as they may recall, the Borough and the Mifflinburg Planning
37 Commission have undertaken for quite some time now, substantial amendments and revisions to the
38 Borough's Subdivision and Land Development Ordinance (SALDO). A copy of this ordinance has been
39 previously forwarded to Borough Council via email for their review. The proposed amendments to the
40 SALDO have been advertised for Borough Council consideration at tonight's meeting.

41
42 Mr. Fry questioned if the public had any questions or comments.

43
44 Mr. Donald H. Bowman, Chairperson for the Mifflinburg Planning Commission, spoke on behalf of the
45 proposed amendments to the SALDO, stating that it's been seven (7) years since the Mifflinburg
46 Borough Planning Commission began consideration on the new SALDO. Typically, ordinances such as
47 these should be reviewed and updated as necessary by the Planning Commission every ten (10) years. It
48 was 1990 when the Borough's SALDO was last revised. Mr. Bowman clarified that the revised SALDO
49 is the product of a team effort and thanked all those involved: the Planning Commission Members, the
50 Engineering Staff who have consulted on the technical portions of the document, Mr. Page, Mr. Rowe
51 who has put countless hours into the document, as well as Mrs. Metzger. Mr. Bowman stated that he
52 would certainly urge them as Council Members to adopt the ordinance being presented tonight, putting
53 behind us over five (5) years of Planning Commission effort.

54
55 There being no further questions or comments from the public, the Public Hearing closed at 6:35 PM.

56
57 Mr. Page advised that Borough Council consideration is requested for Ordinance No. 2022-04;
58 Amending Chapter 23 of the Code of Ordinances of Mifflinburg Borough (Subdivision and Land
59 Development) to update various sections, including: Definitions; Processing, Review, Approval, and
60 Recording of Plans; Subdivision and Land Development Plan Requirements; General Design Standards
61 and Requirements; Requirements for Special Subdivisions and Land Developments; Improvements; and
62 Administration and Enforcement.

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68 Motion by: Beverly L. Hackenberg
69 Second by: Bradley M. Sauers

70
71 **MOTION: To adopt Ordinance No. 2022-04; Amending Chapter 23 of the Code of Ordinances of**
72 **Mifflinburg Borough (Subdivision and Land Development) to update various sections, including:**
73 **Definitions; Processing, Review, Approval, and Recording of Plans; Subdivision and Land**
74 **Development Plan Requirements; General Design Standards and Requirements; Requirements**
75 **for Special Subdivisions and Land Developments; Improvements; and Administration and**
76 **Enforcement.**

77
78 Yes – Mr. J. Fry, Mrs. Hackenberg, Mrs. Kreisher, Mr. Sauers, Mr. Wagner, Mr. R. Fry

79
80 No – None

81
82
83 Motion by: Matthew C. Wagner
84 Second by: Beverly L. Hackenberg

85
86 **MOTION: To approve the minutes of the Tuesday, December 21, 2021 regular meeting of**
87 **Mifflinburg Borough Council.**

88
89 Approved via unanimous voice vote.

90
91
92 Motion by: Ellie K. Kreisher
93 Second by: Matthew C. Wagner

94
95 **MOTION: To approve the minutes of the Monday, January 3, 2022 reorganizational meeting of**
96 **Mifflinburg Borough Council.**

97
98 Approved via unanimous voice vote.

99
100
101 Motion by: Jarred R.W. Fry
102 Second by: Matthew C. Wagner

103
104 **MOTION: To approve the minutes of the Tuesday, January 18, 2022 regular meeting of**
105 **Mifflinburg Borough Council.**

106
107 Approved via unanimous voice vote.

108
109
110 Motion by: Jarred R.W. Fry
111 Second by: Bradley M. Sauers

112
113 **MOTION: To approve payment of Bill List # 2022-02 in the amount of \$533,758.42.**

114
115 Yes – Mrs. Hackenberg, Mrs. Kreisher, Mr. Sauers, Mr. Wagner, Mr. J. Fry, Mr. R. Fry

116
117 No – None

118
119
120 Ms. Heidi Criswell, Executive Director of Mifflinburg Heritage & Revitalization Association, Inc.
121 (MHRA), attended tonight's meeting to request Borough Council consideration to utilize the
122 Mifflinburg Community Park to hold the 2022 Oktoberfest. Ms. Criswell provided Borough Council
123 with a presentation which included an aerial image of the mapped area that illustrated the basic layout
124 for the 2022 Oktoberfest.

125
126 A discussion was held regarding the basic layout, parking, and safety recommendations for the 2022
127 Oktoberfest. Mr. Rowe indicated that there are numerous underground utility lines located throughout
128 the Mifflinburg Community Park and recommended that Ms. Criswell do a PA One Call prior to placing
129 any stakes in order to prevent damage to any underground utility lines.

130
131 (Chief Hackenburg arrived)

132
133

134 Mrs. Metzger pointed out that the other concern Borough Council had was with regard to the rules and
135 regulations for use of the Mifflinburg Community Park. In accordance with Chapter 18 (Parks and
136 Recreation) of the Borough Code of Ordinances, the possession or consumption of alcoholic beverages
137 and/or any illegal drugs at all Mifflinburg Borough parks and recreation areas, including, but not limited
138 to, the North Fifth Street Recreation Area and the Harry F. Haney Memorial Park is hereby prohibited,
139 and shall be enforced by the Mifflinburg Borough Police.

140
141 Mr. R. Fry informed Borough Council that he spoke with Mr. Page prior to tonight's meeting regarding
142 the rules and regulations for use of the Mifflinburg Community Park and Mr. Page advised that approval
143 be delayed another month to allow Borough Council time to amend the current ordinance to permit
144 alcohol within the park for this event.

145
146 Mr. Page clarified that the regulations governing the Mifflinburg Recreation Area are set forth as an
147 exhibit and that the amendment would be to Exhibit A (Rules and Regulations for the Public Use of the
148 Mifflinburg Recreation Area). In accordance with §18-2 (Amendments) of the Borough Code of
149 Ordinances, the Mifflinburg Borough Council shall have the right to make further revisions to the
150 regulations governing the Mifflinburg Recreation Area by resolution adopted at a properly held public
151 meeting. It was the consensus of Borough Council to delay approval of MHRA's request to utilize the
152 Mifflinburg Community Park to hold the 2022 Oktoberfest until the Tuesday, March 15, 2022 regular
153 Borough Council in order to draft a resolution to amend Exhibit A to permit alcohol within the park for
154 this event.

155
156 Mr. Bryan K. Glass, a resident of 619 Green Street, attended tonight's meeting to request Borough
157 Council consideration for a designated "No Parking" area on Green Street. Mr. Glass informed Borough
158 Council that he has lived at his residence for the past 33 years. The house that he lives in was built in
159 1946 with an established driveway from the street to the garage. The garage has since been removed,
160 but the driveway is still there. Lately, there has been a parking situation between him and one of his
161 neighbor's caretakers. The neighbor's caregiver continues to park their vehicle on Green Street directly
162 opposite of his driveway, making it very difficult pulling in and out of their driveway without fearing
163 that they will hit the vehicle. Mr. Glass clarified that he doesn't want confrontation with his neighbor.
164 The neighbor is an elderly lady that requires 24-hour basic care and he and his wife don't want to
165 interfere with her caretaker or cause her any discomfort, but they should be able to pull into their own
166 driveway. Mr. Glass stated that he and his wife have spoken with that particular caregiver to try and
167 resolve this and politely asked the caregiver to park further up the street to no avail. Unsure where to
168 turn, Mr. Glass contacted the Mifflinburg Police Department and explained the situation to them and
169 they suggested that he contact the Borough and ask to be placed on tonight's Council Agenda to address
170 this matter.

171
172 Chief Hackenburg reported that Officer Wenrich initially spoke with Mr. Glass and went out to look at
173 this area, and then subsequently, he and Mayor Cooney went out to look. The problem lies in the fact
174 that there is legal parking on Green Street directly opposite of Mr. Glass's residence. The only way to
175 resolve this matter would be for Borough Council to designate a "No Parking" area on that side of Green
176 Street. Chief cautioned Borough Council that if they opt to approve Mr. Glass's request for a designated
177 "No Parking" area on Green Street, then they should be prepared for when every other Borough resident
178 who has off street parking next to their residence requests the same thing.

179
180 A lengthy discussion was held regarding alternative parking options. Mr. J. Fry stated that Mr. Glass's
181 situation is a personal matter and that he thinks it's inefficient for a government entity to try and solve a
182 personal problem. Mr. R. Fry agreed with Mr. J. Fry, adding that the Borough shouldn't have to
183 intervene to resolve this problem.

184
185 Mrs. Metzger pointed out that as far as enforcement, an ordinance amendment would be required to
186 designate a "No Parking" area on Green Street.

187
188 Mr. Glass thanked Borough Council for their time and for the opportunity to speak on his situation.

189
190
191 Motion by: Bradley M. Sauers
192 Second by: Ellie K. Kreisher

193
194 **MOTION: To approve the Mifflinburg Borough Zoning Report for January 2022 and authorize**
195 **payment to the Central Keystone Council of Governments (CK-COG) in the amount of \$1,246.78.**

196
197 Yes – Mrs. Kreisher, Mr. Sauers, Mr. Wagner, Mr. J. Fry, Mrs. Hackenberg, Mr. R. Fry

198
199 No – None

200

201 Mr. Page announced that Borough Council action is requested to adopt Resolution No. 2022-12;
202 Amending the updated Mifflinburg Police Policy and Procedures Manual for Article IX, Section 905,
203 Grooming Requirement pertaining to Beards and Tattoos. A copy of the resolution has been included in
204 the information tonight for Borough Council review.

205
206 Motion by: Ellie K. Kreisher

207 Second by: Jarred R.W. Fry

208

209 **MOTION: To adopt Resolution No. 2022-12; Amending the updated Mifflinburg Police Policy and**
210 **Procedures Manual for Article IX, Section 905, Grooming Requirement.**

211

212 Approved via unanimous voice vote.

213

214

215 Mr. Page announced that Borough Council action is requested to adopt Resolution No. 2022-13;
216 Approving a Tax Collector and Deputy Tax Collector for the Borough of Mifflinburg. This resolution is
217 somewhat of a procedural formality given that the Borough doesn't collect real estate taxes. Mr. Page
218 explained that there was a vacancy in the office of tax collector in the Borough which is necessary to
219 provide for the collection of Borough and County taxes. The County of Union is requesting that the
220 Borough appoint a tax collector in the Borough so there is someone in place in case the Borough were to
221 begin collecting taxes in the future. A copy of the resolution has been included in the information
222 tonight for Borough Council review

223

224 Motion by: Matthew C. Wagner

225 Second by: Beverly L. Hackenberg

226

227 **MOTION: To adopt Resolution No. 2022-13; Approving a Tax Collector and Deputy Tax**
228 **Collector for the Borough of Mifflinburg.**

229

230 Approved via unanimous voice vote.

231

232

233 Mrs. Metzger informed Borough Council that the Buffalo Valley Lutheran Church located at 404
234 Market Street is requesting to utilize Pavilion 2 at the Mifflinburg Community Park from July 24-28,
235 2022 to conduct their Summer Bible School. A copy of the request has been included in the information
236 tonight. The Buffalo Valley Lutheran Church has already completed and submitted the required
237 pavilion reservation forms and paid the \$250.00 security deposit, as well as submitted the required
238 certificate of insurance. Borough Council action is requested to approve this request.

239

240 Motion by: Ellie K. Kreisher

241 Second by: Matthew C. Wagner

242

243 **MOTION: To approve the Buffalo Valley Lutheran Church's request to utilize the Mifflinburg**
244 **Community Park from July 24-28, 2022 to conduct their Summer Bible School.**

245

246 Approved via unanimous voice vote.

247

248

249 Mrs. Metzger informed Borough Council that they received a copy of the 2022 Special Events for the
250 Mifflinburg Hose Company and the Mifflinburg Fire Police included in the information tonight.
251 Borough Council action is requested to approve the 2022 Special Events as presented, which extends
252 Worker's Compensation Coverage for these activities.

253

254 Motion by: Jarred R.W. Fry

255 Second by: Beverly L. Hackenberg

256

257 **MOTION: To approve the 2022 Special Events for the Mifflinburg Hose Company and the**
258 **Mifflinburg Fire Police as presented.**

259

260 Approved via unanimous voice vote.

261

262

263 Mrs. Metzger requested Borough Council action to approve the tentative dates for the Annual Spring
264 Drop-Off event for April 20-22, 2022 (12:00-8:00 PM) and April 23, 2022 (8:00 AM-12:00 PM) and
265 authorize Mr. Jason Mitchell, the Borough Public Works Supervisor, to obtain quotes for the hauling of
266 this refuse.

267

268 Motion by: Beverly L. Hackenberg
269 Second by: Matthew C. Wagner

270
271 **MOTION: To approve the tentative dates for the Annual Spring Drop-Off event for April 20-22,**
272 **2022 (12:00-8:00 PM) and April 23, 2022 (8:00 AM-12:00 PM) and authorize Mr. Jason Mitchell,**
273 **the Borough Public Works Supervisor, to obtain quotes for the hauling of this refuse.**

274
275 Approved via unanimous voice vote.

276
277
278 Mrs. Metzger reported that Borough Management is seeking Borough Council authorization to sell
279 Sewer Chemical pumps using Municibid.

280
281 Motion by: Ellie K. Kreisher
282 Second by: Bradley M. Sauers

283
284 **MOTION: To authorize Borough Management to sell Sewer Chemical pumps through Municibid.**

285
286 Approved via unanimous voice vote.

287
288
289 Mr. Rowe provided Borough Council with an update on the status of the Borough Equipment Center
290 located at 6 Industrial Parkway and the Mifflinburg Hose Company Building located at 325 Chestnut
291 Street Renovations. Mr. Rowe reported that Silvertip Inc. has submitted Payment Application No. 1 in
292 the amount of \$10,053.00 for the Plumbing Contract for the Borough Equipment Center and the
293 Mifflinburg Hose Company Building Renovations. A copy of the payment application has been
294 included in the information tonight. Anthony H. Visco Jr. Architects has reviewed the payment
295 application and is recommending that Borough Council take action to approve this payment application.

296
297 Motion by: Matthew C. Wagner
298 Second by: Beverly L. Hackenberg

299
300 **MOTION: To approve Payment Application No. 1 to Silvertip Inc. for the Plumbing Contract for**
301 **the Borough Equipment Center and the Mifflinburg Hose Company Building Renovations in the**
302 **amount of \$10,053.00.**

303
304 Yes – Mr. Sauers, Mr. Wagner, Mr. J. Fry, Mrs. Hackenberg, Mrs. Kreisher, Mr. R. Fry

305
306 No – None

307
308
309 Mr. Rowe reported that Silvertip Inc. has also submitted Payment Application No. 1 in the amount of
310 \$3,096.00 for the HVAC Contract for the Borough Equipment Center and the Mifflinburg Hose
311 Company Building Renovations. A copy of the payment application has been included in the
312 information tonight. Anthony H. Visco Jr. Architects has reviewed the payment application and is
313 recommending that Borough Council take action to approve this payment application.

314
315 Motion by: Bradley M. Sauers
316 Second by: Beverly L. Hackenberg

317
318 **MOTION: To approve Payment Application No. 1 to Silvertip Inc. for the HVAC Contract for the**
319 **Borough Equipment Center and the Mifflinburg Hose Company Building Renovations in the**
320 **amount of \$3,096.00.**

321
322 Yes – Mr. Wagner, Mr. J. Fry, Mrs. Hackenberg, Mrs. Kreisher, Mr. Sauers, Mr. R. Fry

323
324 No – None

325
326
327 Mr. Rowe reported that KC Larson Inc. has submitted Payment Application No. 1 in the amount of
328 \$1,800.00 for the Electrical Contract for the Borough Equipment Center and the Mifflinburg Hose
329 Company Building Renovations. A copy of the payment application has been included in the
330 information tonight. Anthony H. Visco Jr. Architects has reviewed the payment application and is
331 recommending that Borough Council take action to approve this payment application.

332
333
334

335 Motion by: Matthew C. Wagner
336 Second by: Ellie K. Kreisher

337
338 **MOTION: To approve Payment Application No. 1 to KC Larson Inc. for the Electrical Contract**
339 **for the Borough Equipment Center and the Mifflinburg Hose Company Building Renovations in**
340 **the amount of \$1,800.00.**

341
342 Yes – Mr. J. Fry, Mrs. Hackenberg, Mrs. Kreisher, Mr. Sauers, Mr. Wagner, Mr. R. Fry

343
344 No – None

345
346
347 Mrs. Metzger reported that Borough Council consideration is requested to establish a change order
348 approval limit for the Borough Equipment Center and the Mifflinburg Hose Company Building
349 Renovations. Mr. Rowe recommended that Borough Council authorize him to approve change orders up
350 to \$5,000.00/change order for the Borough Equipment Center and the Mifflinburg Hose Company
351 Building Renovations.

352
353 Motion by: Matthew C. Wagner
354 Second by: Beverly L. Hackenberg

355
356 **MOTION: To authorize Mr. Rowe to approve change orders up to \$5,000.00/change order for the**
357 **Borough Equipment Center and the Mifflinburg Hose Company Building Renovations.**

358
359 Approved via unanimous voice vote.

360
361
362 Mr. Rowe requested Borough Council authorization to solicit bids for the Walnut and 6th Street
363 Reconstruction Project.

364
365 Motion by: Bradley M. Sauers
366 Second by: Matthew C. Wagner

367
368 **MOTION: To solicit bids for the Walnut and 6th Street Reconstruction Project.**

369
370 Approved via unanimous voice vote.

371
372
373 Mr. Rowe requested Borough Council authorization to solicit bids for the N. 3rd Street and the
374 Mifflinburg Community Park Phase III Stormwater Projects.

375
376 Motion by: Matthew C. Wagner
377 Second by: Ellie K. Kreisher

378
379 **MOTION: To solicit bids for the N. 3rd Street and the Mifflinburg Community Park Phase III**
380 **Stormwater Projects.**

381
382 Approved via unanimous voice vote.

383
384
385 Mr. Rowe reported that Buchart Horn Engineering, Inc. has provided a proposal to complete the
386 Engineering Design and Construction Administration for the 10th Street Waterline Project. Buchart
387 Horn Engineering, Inc. is proposing to complete this work for the following project fees:

388		
389	Design Phase – 8 hours Engineering	
390	12 hours CADD	\$2,000.00
391	Bidding/Award Phase – 8 hours Engineering	
392	24 hours Admin	\$3,000.00
393	Construction/Post Construction Phase – 24 hours Engineering	
394	20 hours Admin	<u>\$4,000.00</u>
395	Total Fee	\$9,000.00 Lump Sum

396
397 A copy of the proposal has been included in the information tonight. Borough Council action is
398 requested to award the Engineering Design and Construction Administration for the 10th Street
399 Waterline Project to Buchart Horn Engineering, Inc. for a Lump Sum Fee of \$9,000.00.

400
401

402 Motion by: Matthew C. Wagner
403 Second by: Bradley M. Sauers

404
405 **MOTION: To award Engineering Design and Construction Administration for the 10th Street**
406 **Waterline Project to Buchar Horn Engineering, Inc. for a Lump Sum Fee of \$9,000.00.**

407
408 Yes – Mrs. Hackenberg, Mrs. Kreisher, Mr. Sauers, Mr. Wagner, Mr. J. Fry, Mr. R. Fry

409
410 No – None

411
412
413 Mr. Rowe provided Borough Council with an update on the status of the following projects:

- 414
- 415 • The Borough Equipment Center and the Mifflinburg Hose Company Building Renovations.
- 416 • The Mifflinburg Community Park Phase III Stormwater Project.
- 417 • The Walnut and 6th Street Reconstruction Project.
- 418 • The costly repairs required at the Mifflinburg Community Pool.
- 419 • The GIS preparations for the 2022 Oktoberfest.
- 420 • The Electric Upgrade for Brookside Bikes located at 170 E. Walnut Street, Suite A.
- 421 • The sale of the old Vactor Truck.
- 422 • The new used Vactor Truck.
- 423 • The Subdivision and Land Development Ordinance (SALDO) revisions.
- 424 • The installation of the fence for the proposed Mifflinburg Dog Park at the Harry Haney Park
- 425 on N. 8th Street.
- 426 • The replacement of the automatic gate at the Wastewater Treatment Plant.
- 427 • The National Pollutant Discharge Elimination System (NPDES) Permit Renewal.
- 428 • The PennDOT SR304 and SR2004 Reconstruction Project.
- 429 • The water loss numbers at the Water Treatment Plant.
- 430 • The CFA Grant funded Master Meter Installation Project

431
432 Mrs. Metzger also provided Borough Council with an update on the status of the following projects:

- 433
- 434 • The AMP R.I.C.E Peaking Project generation facilities.
- 435 • The Borough’s Corrective Action Plan (CAP) and Annual Chapter 94 Report.

436
437 Mrs. Metzger announced that Wagner, Dreese, Elsasser (W.D.E.) & Associates, PC has prepared a
438 proposal to complete the annual Audit Report for the Borough of Mifflinburg for the years ending
439 December 31, 2021, 2022 and 2023. W.D.E. & Associates, PC is proposing to complete this work for
440 the following not-to-exceed fees:

441	<u>Year</u>	<u>Fee</u>
442	2021	\$18,900.00
443	2022	\$19,700.00
444	2023	\$20,500.00
445		
446		

447 A copy of the proposal has been included in the information tonight. Borough Council action is
448 requested to approve this proposal.

449
450 Motion by: Matthew C. Wagner
451 Second by: Bradley M. Sauers

452
453 **MOTION: To approve the proposal from Wagner, Dreese, Elsasser (W.D.E.) & Associates, PC to**
454 **complete the annual Audit Report for the Borough of Mifflinburg for the years ending December**
455 **31, 2021, 2022 and 2023 for the not-to-exceed fee of \$18,900.00 for 2021, \$19,700.00 for 2022 and**
456 **\$20,500.00 for 2023.**

457
458 Approved via unanimous voice vote.

459
460
461 Mrs. Metzger requested an executive session to discuss personnel matters.

462
463
464
465
466
467

468 Mrs. Metzger informed Borough Council that the Borough has received a request earlier today from the
469 First Church of the Nazarene, located at 12 Market Street, to utilize the Gazebo at the Mifflinburg
470 Community Park on Sunday, July 24, 2022 in order to conduct a Gospel Concert. The First Church of
471 the Nazarene has already completed and submitted the required pavilion reservation forms and copies of
472 the forms have been included in the information tonight. Mrs. Metzger clarified that this request has not
473 been included on tonight's Council Agenda. In accordance with the new requirements imposed on
474 Pennsylvania municipalities for holding governmental meetings, a political subdivision may take official
475 action on a matter if a majority of the governing body formally approves the amendment of the agenda
476 to include the additional matter.

477
478 Mrs. Kreisher pointed out that Borough Council already approved the Buffalo Valley Lutheran Church's
479 request to utilize Pavilion 2 at the Mifflinburg Community Park from July 24-28, 2022 to conduct their
480 Summer Bible School. A lengthy discussion was held; it was the consensus of Borough Council to
481 direct Mrs. Metzger to contact the Buffalo Valley Lutheran Church to inquire whether or not the Gospel
482 Concert would interfere with their Summer Bible School.

483
484 Mrs. Metzger reminded Borough Council that there is a Mifflinburg Community Pool meeting
485 scheduled for Wednesday, February 16, 2022 at 6:00 PM.

486
487 Mrs. Kreisher informed Borough Council that at the beginning of tonight's meeting, Mr. Wagner
488 distributed copies of the proposed agenda for the Mifflinburg Community Pool meeting that is scheduled
489 for Wednesday, February 16, 2022 at 6:00 PM. Mrs. Kreisher provided Borough Council with an
490 overview of the items that would be discussed at the Mifflinburg Community Pool meeting and stated
491 that overall, the purpose of this meeting will be to share information with the community regarding the
492 pool and gather feedback which will be valuable in helping Council make the best decisions possible for
493 the future. Mrs. Kreisher reiterated that this is just an informative meeting. There will be no decisions
494 made at this meeting and there will be no committee created. Mrs. Kreisher clarified that Borough
495 Council had no questions or concerns with the proposed agenda being presented.

496
497 Mayor Cooney informed Borough Council that they received a copy of the Monthly Police Report for
498 January 2022 included in the information tonight.

499
500 Mayor Cooney provided Borough Council with an update on the status of the safety requirements for the
501 Mifflinburg Buggy Museum's Buggy Day event.

502
503 Mayor Cooney announced that he has received an official request from Ms. Heidi Criswell, Executive
504 Director of Mifflinburg Heritage & Revitalization Association, Inc. (MHRA), to close 5th Street from
505 Green Street to Quarry Road in order to conduct their Winterfest Event that runs concurrently with the
506 Mifflinburg Christkindl Market. A lengthy discussion was held; Mayor Cooney indicated that from a
507 public safety standpoint, he doesn't have any issues with this event and clarified that Borough Council
508 had no questions or concerns with the event.

509
510 Chief Hackenburg presented Borough Council with some Monthly Highlights for the Mifflinburg Police
511 Department for January 2022.

512
513 Chief Hackenburg provided Borough Council with an update on the purchase a new police vehicle to
514 replace the department cruiser that was totaled during the high-speed vehicle pursuit on Monday,
515 December 13, 2021. Chief Hackenburg reported that the Borough's insurance carrier, Integrated risk
516 management (IRM), has processed a separate claim to cover the emergency equipment (electronics,
517 interior/exterior car lighting, police car equipment, police car consoles, gun racks, radar, sirens, police
518 car graphics, etc.). A check in the amount of \$10,460.00 has been issued which the Borough should be
519 received any day. Chief Hackenburg informed Borough Council that he is seeking Council authorization
520 to proceed with the purchase of the necessary emergency equipment for the new Police vehicle once the
521 insurance check has been received.

522
523 Motion by: Jarred R.W. Fry
524 Second by: Ellie K. Kreisher

525
526 **MOTION: To authorize Chief Hackenburg to proceed with the purchase of the necessary**
527 **emergency equipment (electronics, interior/exterior car lighting, police car equipment, police car**
528 **consoles, gun racks, radar, sirens, police car graphics, etc.) for the new Police vehicle once the**
529 **insurance check has been received.**

530
531 Yes – Mrs. Hackenberg, Mrs. Kreisher, Mr. Sauers, Mr. Wagner, Mr. J. Fry, Mr. R. Fry

532
533 No – None

534

535 Chief Hackenburg reminded Borough Council that they took action at the Tuesday, January 18, 2022
536 regular Borough Council meeting to adopt Resolution No. 2022-05; Amending the Civil Service Rules
537 and Regulations of the Borough of Mifflinburg to amends Section 1-424; Sub-Section 3A “Special
538 Qualification Required for Advanced Ranks other than Chief of Police” relating to qualification for
539 Mifflinburg Police Officers. This resolution amended Section 1-424; Sub-Section 3A to change the
540 wording for Special Qualification Required for Advanced Ranks other than Chief of Police from three
541 (3) to five (5) years. Chief Hackenburg reported that he is seeking Borough Council authorization to
542 proceed with the promotion process.

543
544 Chief Hackenburg clarified that he would be contacting the Borough’s Labor Attorney, Mr. Langdon T.
545 Ramsburg with McNees Wallace & Nurick, to request clarification on how to proceed with the
546 promotion process.

547 Motion by: Ellie K. Kreisher
548 Second by: Matthew C. Wagner

550
551 **MOTION: To authorize Chief Hackenburg to proceed with the promotion process for Mifflinburg**
552 **Police Officers.**

553
554 Approved via unanimous voice vote.

555
556
557 Chief Hackenburg requested an executive session to discuss pending litigation.

558
559 Chief Hackenburg informed Borough Council that included in the information tonight, they received a
560 copy of a 2021 Trainings spreadsheet which listed all of the trainings that the Mifflinburg Police
561 Officers attended in 2021.

562
563 Mayor Cooney informed Borough Council that he participated in or will be participating in the
564 following meetings or events:

- 565
- 566 • Spoke with Cub Scout Pack 3520 as a part of their Citizenship Badge on Monday, February
 - 567 7, 2022.
 - 568 • Gilly’s Lilies, a new floral shop, will be opening-up at 370 Chestnut Street. A Ribbon
 - 569 Cutting Ceremony has not yet been scheduled.
 - 570 • Pelican's SnoBalls, located at 104 N. 8th Street, is beginning to come together and
 - 571 construction of is moving along. It’s anticipated that a Ribbon Cutting Ceremony will be
 - 572 scheduled before too long.

573
574
575 Motion by: Matthew C. Wagner
576 Second by: Ellie K. Kreisher

577
578 **MOTION: To enter into executive session at 8:16 PM.**

579
580 Approved via unanimous voice vote.

581
582
583 Motion by: Ellie K. Kreisher
584 Second by: Matthew C. Wagner

585
586 **MOTION: To reconvene the meeting at 8:46 PM.**

587
588 Approved via unanimous voice vote.

589
590
591 Motion by: Ellie K. Kreisher
592 Second by: Bradley M. Sauers

593
594 **MOTION: To authorize Mrs. Metzger to advertise for a Part-Time Seasonal Groundskeeper at**
595 **the rate of \$14.00/hr.**

596
597 Approved via unanimous voice vote

598
599
600

601 Motion by: Ellie K. Kreisher
602 Second by: Matthew C. Wagner

603

604 **MOTION: To make a contingent offer of employment to Michelle Pletcher under the terms of the**
605 **AFSCME employment agreement, for the position of Borough Billing Clerk at a rate of \$20.00/hr.,**
606 **contingent upon successful completion of the required pre-employment testing and criminal, child**
607 **abuse and FBI clearances.**

608

609 Approved via unanimous voice vote

610

611

612 Motion by: Ellie K. Kreisher
613 Second by: Matthew C. Wagner

614

615 **MOTION: To grant a merit raise of \$1.00/hr. to Mrs. Tina M. DeFord and Ms. Misty L. Ross for**
616 **their additional effort while short staffed as a “Thank You”.**

617

618 Approved via unanimous voice vote

619

620

621 Motion by: Ellie K. Kreisher
622 Second by: Matthew C. Wagner

623

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

625

626 Approved via unanimous voice vote.

627

628

629 Meeting adjourned at 8:48 PM

630

631 Respectfully Submitted,

632

633

634 Misty L. Ross

635 Assistant Borough Secretary