

1 MINUTES OF MIFFLINBURG BOROUGH COUNCIL

2 March 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 - Participated by telephone	
12 Jeffrey L. Hackenburg, Chief of Police	X	
13 Thomas A. Burkhart, 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 Rick Dandes, Gareth Sanders, and Bronwen Sanders.

21

22

23 Motion by: Matthew C. Wagner

24 Second by: Beverly L. Hackenberg

25

26 **MOTION: To approve the minutes of the Tuesday, February 15, 2022 regular meeting of**

27 **Mifflinburg Borough Council.**

28

29 Approved via unanimous voice vote.

30

31

32 Motion by: Jarred R.W. Fry

33 Second by: Matthew C. Wagner

34

35 **MOTION: To approve payment of Bill List # 2022-03 in the amount of \$291,324.20.**

36

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

38

39 No – None

40

41

42 Mr. Gareth Sanders, with the Mifflinburg Boy Scout Troop 520, introduced himself to Borough Council

43 and announced that he is present at tonight’s meeting as a part of his Merit Badge.

44

45

46 Motion by: Matthew C. Wagner

47 Second by: Beverly L. Hackenberg

48

49 **MOTION: To approve the Mifflinburg Borough Zoning Report for February 2022 and authorize**

50 **payment to the Central Keystone Council of Governments (CK-COG) in the amount of \$1,507.72.**

51

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

53

54 No – None

55

56

57 Mr. Fry announced that Borough Council action is requested to adopt Resolution No. 2022-14; A

58 resolution approving emergency purchase of Police vehicle. A copy of the resolution has been included

59 in the information tonight for Borough Council review.

60

61 Mr. Burkhart advised Borough Council that prior to taking action on Resolution No. 2022-14, Borough

62 Council action is required to rescind the previous motions made authorizing Chief Hackenberg to

63 proceed with the purchase of a new Police vehicle for the Mifflinburg Police Department, as well as the

64 purchase of the necessary emergency equipment (electronics, interior/exterior car lighting, police car

65 equipment, police car consoles, gun racks, radar, sirens, police car graphics, etc.).

66 Motion by: Ellie K. Kreisher
67 Second by: Matthew C. Wagner

68
69 **MOTION: To rescind the motion made at the Tuesday, January 18, 2022 regular Borough Council**
70 **meeting to authorize Chief Hackenburg to proceed with the purchase of a new Police vehicle for**
71 **the Mifflinburg Police Department through COSTARS for a purchase price of \$39,395.00.**

72
73 Approved via unanimous voice vote.

74
75
76 Motion by: Matthew C. Wagner
77 Second by: Bradley M. Sauers

78
79 **MOTION: To rescind the motion made at the Tuesday, February 15, 2022 regular Borough**
80 **Council meeting to authorize Chief Hackenburg to proceed with the purchase of the necessary**
81 **emergency equipment (electronics, interior/exterior car lighting, police car equipment, police car**
82 **consoles, gun racks, radar, sirens, police car graphics, etc.) for the new Police vehicle once the**
83 **insurance check has been received.**

84
85 Approved via unanimous voice vote.

86
87
88 Mr. Burkhart announced that Borough Council may now take action to adopt Resolution No. 2022-14; A
89 resolution approving emergency purchase of Police vehicle.

90
91 Chief Hackenburg informed Borough Council that this resolution approves the invoice for the purchase
92 of an outfitted police vehicle, a 2021 Dodge Durango Police Pursuit Vehicle AWD, through John Jones
93 Automotive Group located in Salem, Indiana in light of the emergency in question. A true and correct
94 copy of the invoice for the 2021 Dodge Durango Police Pursuit Vehicle AWD is attached to the
95 resolution as Exhibit "A." The total purchase price of the police vehicle is \$54,749.00 which includes
96 dealer installed emergency equipment. The only thing that won't be included in the purchase price is the
97 decaling which is done locally, and probably a storage compartment which will have to be purchased
98 after market and installed.

99
100 Chief Hackenburg explained the difficulty in finding an available Police vehicle and stated that the
101 Mifflinburg Police Department wanted to purchase a 2022 vehicle, but to do so meant being put on a
102 waiting list and probably not getting it until 2023; this one was available, so they took it.

103
104 Motion by: Ellie K. Kreisher
105 Second by: Matthew C. Wagner

106
107 **MOTION: To adopt Resolution 2022-14; A resolution approving emergency purchase of Police**
108 **vehicle.**

109
110 Yes – Mrs. Kreisher, Mr. Sauers, Mr. Wagner, Mr. J. Fry, Mrs. Hackenberg, Mr. R. Fry

111
112 No – None

113
114
115 Mr. Fry announced that Borough Council action is requested to adopt Resolution 2022-15; A resolution
116 authorizing and directing the Borough Manager, Margaret A. Metzger, to submit an application for a
117 Department of Conservation and Natural Resources (DCNR) Grant to the Commonwealth of
118 Pennsylvania on its behalf for the Mifflinburg Borough Pool Feasibility Study. A copy of the resolution
119 has been included in the information tonight for Borough Council review.

120
121 Motion by: Ellie K. Kreisher
122 Second by: Bradley M. Sauers

123
124 **MOTION: To adopt Resolution 2022-15; A resolution authorizing and directing the Borough**
125 **Manager, Margaret A. Metzger, to submit an application for a Department of Conservation and**
126 **Natural Resources (DCNR) Grant to the Commonwealth of Pennsylvania on its behalf for the**
127 **Mifflinburg Borough Pool Feasibility Study.**

128
129 Approved via unanimous voice vote.

130

131 Mrs. Metzger announced that Borough Council consideration is requested to approved the Mifflinburg
132 Heritage & Revitalization Association, Inc. (MHRA)'s request to utilize the Mifflinburg Community
133 Park on Friday, September 30 and Saturday, October 1, 2022 to conduct the 2022 Oktoberfest.
134

135 Motion by: Bradley M. Sauers
136 Second by: Beverly L. Hackenberg
137

138 **MOTION: To approved the Mifflinburg Heritage & Revitalization Association, Inc. (MHRA)'s**
139 **request to utilize the Mifflinburg Community Park on Friday, September 30 and Saturday,**
140 **October 1, 2022 to conduct the 2022 Oktoberfest, contingent upon submission and completion of**
141 **the required paperwork, a security deposit in the amount of \$250.00, and a certificate of**
142 **insurance.**
143

144 Approved via unanimous voice vote.
145
146

147 Mrs. Metzger informed Borough Council that she has received a request from Ms. Corrie Post, Director
148 of the Herr Memorial Library located at 500 Market Street, requesting Borough Council permission to
149 once again utilize the pavilions at the Mifflinburg Community Park one day a week from 10:00 AM until
150 12:00 PM from the week of June 6th until the week of August 8th for their Summer Reading Program,
151 "Oceans of Possibilities", and to make an exception to allow animals on the park grounds for their
152 summer programming. Traditionally, the Herr Memorial Library has met on Wednesdays; however, they
153 are flexible and can hold the class on Monday, Tuesday, or Thursday if preferred. A copy of the request
154 has been included in the information tonight. Borough Council consideration is requested to approve
155 this request contingent upon submission and completion of the required paperwork, a security deposit in
156 the amount of \$250.00, and a certificate of insurance.
157

158 Motion by: Matthew C. Wagner
159 Second by: Ellie K. Kreisher
160

161 **MOTION: To approved the Herr Memorial Library's request to utilize the pavilions at the**
162 **Mifflinburg Community Park one day a week from 10:00 AM until 12:00 PM from the week of**
163 **June 6th until the week of August 8th their Summer Reading Program, "Oceans of Possibilities",**
164 **contingent upon submission and completion of the required paperwork, a security deposit in the**
165 **amount of \$250.00, and a certificate of insurance; and to make exception to allow animals on the**
166 **park grounds for their summer programming.**
167

168 Approved via unanimous voice vote.
169
170

171 Mrs. Metzger recapped that as reported at the Borough Work Session, she was contacted by Mr.
172 Cameron Englehart who was meeting with the Mifflinburg American Legion, Post 410 about holding the
173 annual Fishing Derby at the Harry Haney Park on Saturday, May 7, 2022. Mrs. Metzger reported that
174 the Mifflinburg American Legion, Post 410 have confirmed that they were able to obtain the necessary
175 event insurance for this event. Mrs. Metzger pointed out that the one thing that she didn't realize is she
176 believes the boy scouts camp overnight at the Harry Haney Park the night before the event to ensure that
177 no one gets there before the starting time or anything like that. So, this would also be included as part of
178 the request. Borough Council action is requested to approve this request.
179

180 Motion by: Matthew C. Wagner
181 Second by: Jarred R.W. Fry
182

183 **MOTION: To approve the Mifflinburg Legion Post 410's request to hold their annual Fishing**
184 **Derby at the Harry Haney Park on Saturday, May 7, 2022.**
185

186 Approved via unanimous voice vote.
187
188

189 Mrs. Metzger informed Borough Council that she has received a request from Mr. Johnny Blake, Pastor
190 for the Mifflinburg Assembly of God Church located at 1001 Market Street, to move their annual
191 Community Christian Carnival at the Mifflinburg Community Park from Friday, June 3, 2022 from 4:00
192 PM to 8:00 PM to Friday, June 10, 2022 due to the Mifflinburg Area High School graduation ceremony
193 being scheduled that same day. Borough Council action is requested to approve this request.
194
195

196 Motion by: Matthew C. Wagner
197 Second by: Ellie K. Kreisher

198

199 **MOTION: To approve the Mifflinburg Assembly of God Church's request to move their annual**
200 **Community Christian Carnival at the Mifflinburg Community Park from Friday, June 3, 2022**
201 **from 4:00 PM to 8:00 PM to Friday, June 10, 2022, contingent upon an updated certificate of**
202 **insurance.**

203

204 Approved via unanimous voice vote.

205

206

207 Mrs. Metzger informed Borough Council that the Borough has also received a request from the
208 Mifflinburg 4th of July 5K Race Committee for the Mifflinburg 5K 2022 proposed route. This request
209 came in at the last minute and has not been included on tonight's Council Agenda. In accordance with
210 the new requirements imposed on Pennsylvania municipalities for holding governmental meetings, a
211 political subdivision may take official action on a matter if a majority of the governing body formally
212 approves the amendment of the agenda to include the additional matter. Borough Council action is
213 requested to amend tonight's Council Agenda to include consideration of approval of the Mifflinburg 4th
214 of July 5K use of the park and race route.

215

216 Motion by: Jarred R.W. Fry
217 Second by: Matthew C. Wagner

218

219 **MOTION: To approve the amendment of the Tuesday, March 15, 2022 Borough Council Agenda**
220 **to include consideration of approval of the Mifflinburg 4th of July 5K use of the park and race**
221 **route.**

222

223 Approved via unanimous voice vote.

224

225

226 Mrs. Metzger reported that the Borough has received a request via email from Ms. Linda Skinner and
227 Mr. Jeff Crossland, Race Directors for the Mifflinburg 4th of July 5K Race, which reads as follows:

228

229 Hi Dave, Margaret and Jeff:

230

231 The Mifflinburg 5K is no longer required to obtain a special parade permit from PennDOT.
232 However, we would still like to seek your permission for the race to occur. We would also like
233 to bring to you attention our need to alter the race route to accommodate the closing of the
234 covered bridge on 4th Street.

235

236 The Mifflinburg 5K Committee hereby requests permission to conduct a 5K race on
237 portions/roads within Mifflinburg Borough, Union County, Pennsylvania. Specifically, the
238 event will be held on July 4, 2022, beginning at 8:00 AM and ending at approximately 9:30
239 AM. The 5K race begins at the Mifflinburg Community Park, turn left on Walnut Street,
240 continues to Forest Hill Road and turns left. At Green Ridge Road, the race will turn left, then
241 turn left on N. 3rd Street and continue back into the Borough. It will finally turn right on
242 Mulberry Street, right on N. 4th Street, and then left on Hickory Street and finish back at the
243 Mifflinburg Community Park. The attached map illustrates this route.

244

245 We are also attaching a copy of our certificate and insurance for your records.

246

247 If you are willing to grant permission for the race, we ask that you issue an official letter of
248 permission for our records.

249

250 If you have any questions or require additional information, please don't hesitate to contact us.

251

252 Thanks so much!

253

254 Linda Skinner & Jeff Crossland, Race Directors

255

256 Mayor Cooney recapped the proposed route for the 2022 Mifflinburg 5k Race and clarified that Borough
257 Council action is requested to approve the Mifflinburg 5k Race Committee's request to grant permission
258 to conduct a 5K race on portions/roads within the Borough of Mifflinburg on July 4, 2022, beginning at
259 8:00 AM and ending at approximately 9:30 AM.

260

261 Motion by: Matthew C. Wagner
262 Second by: Beverly L. Hackenberg

263
264 **MOTION: To approve the Mifflinburg 5k Race Committee's request to grant permission to**
265 **conduct a 5K race on portions/roads within the Borough of Mifflinburg on July 4, 2022, beginning**
266 **at 8:00 AM and ending at approximately 9:30 AM, and to utilize the Mifflinburg Community**
267 **Park.**

268
269 Approved via unanimous voice vote.

270
271
272 Mrs. Metzger announced that action on of the Field Use Agreement between the Borough of Mifflinburg
273 and the Haney F. Haney Memorial Park Committee was being deferred until the Tuesday, April 19, 2022
274 regular Borough Council meeting.

275
276 Mrs. Metzger informed Borough Council that Borough Management has prepared the Field Use
277 Agreement between the Borough of Mifflinburg and the Mifflinburg Little League Association. There
278 are no fees for this agreement. Borough Council action is requested to approve the Field Use
279 Agreement.

280
281 Motion by: Matthew C. Wagner
282 Second by: Beverly L. Hackenberg

283
284 **MOTION: To approve the Field Use Agreement between the Borough of Mifflinburg and the**
285 **Mifflinburg Little League Association.**

286
287 Approved via unanimous voice vote.

288
289
290 Mrs. Metzger informed Borough Council that Borough Management has prepared the Field Lighting
291 Agreement between the Borough of Mifflinburg and the Mifflinburg Little League Association. The
292 proposed lighting fees will remain the same as in 2021 (a fee of \$1,050.00, with the Mifflinburg Little
293 League being charged an additional \$150.00 if they choose to again offer a Fall Ball program). Borough
294 Council action is requested to approve the Field Lighting Agreement.

295
296 Motion by: Matthew C. Wagner
297 Second by: Bradley M. Sauers

298
299 **MOTION: To approve the Field Lighting Agreement between the Borough of Mifflinburg and the**
300 **Mifflinburg Little League Association.**

301
302 Approved via unanimous voice vote.

303
304
305 Mrs. Metzger reminded Borough Council that they took action at the Tuesday, February 15, 2022 regular
306 Borough Council meeting to approve the dates for the Annual Spring Drop-Off event for April 20-22,
307 2022 (12:00-8:00 PM) and April 23, 2022 (8:00 AM-12:00 PM) and authorize Mr. Jason Mitchell, the
308 Borough Public Works Supervisor, to obtain quotes for the hauling of this refuse. Mrs. Metzger
309 reported that Mr. Mitchell has solicited quotes for hauling fees for this project. The quote opening was
310 held on Friday, March 11, 2022. There was one (1) quote received and is as follows (based on last
311 year's quantities):

	<u>Hometown</u>
	<u>Disposal</u>
314 Roll-off load hauled	\$ 330.00
315 Total price per ton for disposal	\$ 48.05
316 Cost for return of unused roll-off	\$ 125.00
317 Cost based on 2021 quantities	\$6,665.97

318
319 A copy of the quote tabulation has been included in the information tonight. Borough Council action is
320 requested to award the Annual Spring Drop-Off event to Hometown Disposal for the unit price amounts
321 as listed on the tabulation.

322
323
324
325

326 Motion by: Matthew C. Wagner
327 Second by: Jarred R.W. Fry

328

329 **MOTION: To award the Annual Spring Drop-Off event to Hometown Disposal for the unit price**
330 **amounts of \$330.00 per roll-off load hauled; \$48.05 for total price per ton for disposal; \$125.00 for**
331 **cost for return of unused roll-off.**

332

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

334

335 No – None

336

337

338 Mr. Rowe provided Borough Council with an update on the status of the N. 3rd Street and the
339 Mifflinburg Community Park Phase III Stormwater Project. Mr. Rowe reminded Borough Council that
340 they took action at the Tuesday, February 15, 2022 regular Borough Council meeting to solicit bids for
341 the N. 3rd Street and the Mifflinburg Community Park Phase III Stormwater Project. Mr. Rowe reported
342 that Livic Civil has solicited bids for the N. 3rd Street and the Mifflinburg Community Park Phase III
343 Stormwater Project. The bid opening was held on Tuesday, March 15, 2022 at 1:00 PM. There were
344 three (3) bids received and are as follows:

345

	<u>Fairchild</u>	<u>Dave Gutelius</u>	
	<u>Brothers Inc.</u>	<u>Excavating, Inc.</u>	<u>HRI</u>
346			
347			
348	Base Bid 1 (Community Park)	\$ 39,046.22	\$ 44,334.50
349	Base Bid 2 (3 rd Street)	<u>\$163,976.60</u>	<u>\$158,532.35</u>
350	Total (Base Bid 1 + Base Bid 2)	\$203,022.82	\$202,866.85
351			
352	Third Street Alternate Add On	<u>\$ 20,601.00</u>	<u>\$ 16,026.40</u>
353	Total with Add On	\$223,623.82	\$218,893.25

354

355 A copy of the bid tabulation has been included in the information tonight. After reviewing the required
356 documentation and unit prices submitted by each contractor, the low bid for this project was submitted
357 by Dave Gutelius Excavating, Inc. Based on the bid values, Livic Civil is recommending that Borough
358 Council proceed with award to Dave Gutelius Excavating, Inc., conditional upon review of the provided
359 supporting documentation (Bid Bond, Non-Collusion Affidavit, Public Works Verification Form, Equal
360 Opportunity Form, and acknowledgement of addendums).

361

362 Motion by: Beverly L. Hackenberg

363 Second by: Ellie K. Kreisher

364

365 **MOTION: To award the bids for the N. 3rd Street and the Mifflinburg Community Park Phase**
366 **III Stormwater Project to Dave Gutelius Excavating, Inc. for a combined total of \$169,963.00,**
367 **conditional upon review of the provided supporting documentation as recommended by Livic**
368 **Civil.**

369

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

371

372 No – None

373

374

375 Mr. Rowe provided Borough Council with an update on the status of the Borough Equipment Center
376 located at 6 Industrial Parkway and the Mifflinburg Hose Company Building located at 325 Chestnut
377 Street Renovation. Mr. Rowe reported that Silvertip Inc. has submitted Payment Application No. 2 in
378 the amount of \$11,017.80 for the Plumbing Contract for the Borough Equipment Center and the
379 Mifflinburg Hose Company Building Renovations. A copy of the payment application has been
380 included in the information tonight. Anthony H. Visco Jr. Architects has reviewed the payment
381 application and is recommending that Borough Council take action to approve this payment application.

382

383

384

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386

387

388

389

390

391 Motion by: Matthew C. Wagner
392 Second by: Bradley M. Sauers

393

394 **MOTION: To approve Payment Application No. 2 to Silvertip Inc. for the Plumbing Contract for**
395 **the Borough Equipment Center and the Mifflinburg Hose Company Building Renovations in the**
396 **amount of \$11,017.80.**

397

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

399

400 No – None

401

402

403 Mr. Rowe reported that Silvertip Inc. has also submitted Payment Application No. 2 in the amount of
404 \$26,254.57 for the HVAC Contract for the Borough Equipment Center and the Mifflinburg Hose
405 Company Building Renovations. A copy of the payment application has been included in the
406 information tonight. Anthony H. Visco Jr. Architects has reviewed the payment application and is
407 recommending that Borough Council take action to approve this payment application.

408

409 Motion by: Beverly L. Hackenberg

410 Second by: Ellie K. Kreisher

411

412 **MOTION: To approve Payment Application No. 2 to Silvertip Inc. for the HVAC Contract for the**
413 **Borough Equipment Center and the Mifflinburg Hose Company Building Renovations in the**
414 **amount of \$26,254.57.**

415

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

417

418 No – None

419

420

421 Mr. Rowe reported that KC Larson Inc. has submitted Change Order No. 1 for a price increase of
422 \$1,650.00 for the Electrical Contract for the Borough Equipment Center and the Mifflinburg Hose
423 Company Building Renovations.

424

425 Mrs. Metzger interjected that this change order has not been included on tonight's Council Agenda.
426 Borough Council action is requested to amend tonight's Council Agenda to include consideration of
427 Change Order No. 1 from KC Larson Inc.

428

429 Motion by: Jarred R.W. Fry

430 Second by: Matthew C. Wagner

431

432 **MOTION: To approve the amendment of the Tuesday, March 15, 2022 Borough Council Agenda**
433 **to include consideration of Change Order No. 1 from KC Larson Inc.**

434

435 Approved via unanimous voice vote.

436

437

438 Mr. Rowe reiterated that KC Larson Inc. has submitted Change Order No. 1 for a price increase of
439 \$1,650.00 for the Electrical Contract for the Borough Equipment Center and the Mifflinburg Hose
440 Company Building Renovations. This change order amends the contract price to incorporate the
441 additional costs to make the following changes in this contract:

442

443 1. Mifflinburg Hose Company: Add (6) 120 volt outlets as directed on site.

444

445 A copy of the change order has been included in the information tonight. Mr. Rowe informed Borough
446 Council that upon receiving this change order, he had some questions/concerns with the change order
447 since he only authorized four (4) of the six (6) outlets which were required in order to bring them into
448 compliance with Building Codes. In speaking with the contractor, the contractor indicated that there
449 were two (2) outlets added in the kitchen. This change was not preapproved by him first. Subsequent to
450 speaking with the contractor, he contacted the Mifflinburg Hose Company and spoke with Mr. Wayne
451 Bierly, who indicated that the other two (2) outlets were requested by the Mifflinburg Hose Company.

452

453

454

455 Mr. Rowe recapped that following start of construction on the project, an inspector from the Central
456 Keystone Council of Governments (CK-COG) identified several items that were not in accordance with
457 Building Codes, and would require changes in order to bring them into compliance. As a result of this
458 finding, the changes were made to those items, but at the result of additional unexpected costs to the
459 Borough. The additional changes and costs associated for each item, includes: four (4) missing electric
460 receptacles and relocation of a water heater. These items were not discovered during the permit
461 application review process by the CK-COG and prior to the Borough bidding the job.

462
463 Mrs. Hackenberg inquired as to when to the CK-COG should be held responsible, since the failure of the
464 CK-COG to identify these items during its review of the Borough's permit application resulted in
465 additional costs to the Borough.

466
467 A lengthy discussion was held regarding the additional costs for the Mifflinburg Hose Company
468 Building Renovations. Mrs. Metzger clarified that the Borough would be required to take action to
469 approve Change Order No. 1 since the Electrical Contract is between the Borough and KC Larson Inc.
470 The Borough could then send a letter to the CK-COG requesting reimbursement for the additional costs
471 to remediate the noncompliant items.

472
473 Motion by: Matthew C. Wagner

474 Second by: Bradley M. Sauers

475

476 **MOTION: To approve Change Order No. 1 to KC Larson Inc. for the Electrical Contract for the**
477 **Borough Equipment Center and the Mifflinburg Hose Company Building Renovations for a price**
478 **increase of \$1,650.00.**

479

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

481

482 No – None

483

484

485 Mr. Rowe stated that in addition to the change order, KC Larson Inc. has also submitted Payment
486 Application No. 2 in the amount of \$10,350.00 for the Electrical Contract for the Borough Equipment
487 Center and the Mifflinburg Hose Company Building Renovations. A copy of the payment application
488 has been included in the information tonight. Anthony H. Visco Jr. Architects has reviewed the payment
489 application and is recommending that Borough Council take action to approve this payment application.

490

491 Motion by: Matthew C. Wagner

492 Second by: Bradley M. Sauers

493

494 **MOTION: To approve Payment Application No. 2 to KC Larson Inc. for the Electrical Contract**
495 **for the Borough Equipment Center and the Mifflinburg Hose Company Building Renovations in**
496 **the amount of \$10,350.00.**

497

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

499

500 No – None

501

502

503 Mrs. Metzger announced that Borough Council action is also requested to amend tonight's Council
504 Agenda to include consideration of Change Order No. 1 from Yoder Builders.

505

506 Motion by: Ellie K. Kreisher

507 Second by: Matthew C. Wagner

508

509 **MOTION: To approve the amendment of the Tuesday, March 15, 2022 Borough Council Agenda**
510 **to include consideration of Change Order No. 1 from Yoder Builders, Inc.**

511

512 Approved via unanimous voice vote.

513

514

515

516

517

518

519 Mr. Rowe reported that Yoder Builders, Inc. has submitted Change Order No. 1 for a price increase of
520 \$3,839.00 for the General Contract for the Borough Equipment Center and the Mifflinburg Hose
521 Company Building Renovations. This change order amends the contract price to incorporate the
522 additional costs to make the following changes in this contract:

- 523
- 524 1. Mifflinburg Hose Company: Relocate Door 106/1 to Restroom 107, furnish and install
525 gypsum board/paint and additional prevailing wages. Add
 - 526 2. Mifflinburg Hose Company: Furnish and install set of metal pull-down stairs, trim and
527 paint to match ceiling (rated for 375 lbs.), and additional prevailing wages. Add
 - 528 3. Mifflinburg Equipment Center: Furnish and install additional metal to hit the existing zee
529 girt. Add

530

531 A copy of the change order has been included in the information tonight. Borough Council action is
532 requested to approve this change order.

533

534 Motion by: Beverly L. Hackenberg
535 Second by: Jarred R.W. Fry

536

537 **MOTION: To approve Change Order No. 1 to Yoder Builders, Inc. for the General Contract for**
538 **the Borough Equipment Center and the Mifflinburg Hose Company Building Renovations for a**
539 **price increase of \$3,839.00.**

540

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

542

543 No – None

544

545

546 Mr. Rowe stated that in addition to the change order, Yoder Builders, Inc. has also submitted Payment
547 Application No. 1 in the amount of \$21,801.12 for the General Contract for the Borough Equipment
548 Center and the Mifflinburg Hose Company Building Renovations. A copy of the payment application
549 has been included in the information tonight for Borough Council review. Anthony H. Visco Jr.
550 Architects has reviewed the payment application and is recommending that Borough Council take action
551 to approve this payment application.

552

553 Motion by: Matthew C. Wagner
554 Second by: Jarred R.W. Fry

555

556 **MOTION: To approve Payment Application No. 1 to Yoder Builders, Inc. for the General**
557 **Contract for the Borough Equipment Center and the Mifflinburg Hose Company Building**
558 **Renovations in the amount of \$21,801.12.**

559

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

561

562 No – None

563

564

565 Mrs. Metzger announced that Borough Council action is requested to amend tonight's Council Agenda
566 to include consideration of the Engineering Proposal from LIVIC Civil for the Thompson Street Curb
567 and ADA Ramp Improvements Project.

568

569 Motion by: Ellie K. Kreisher
570 Second by: Matthew C. Wagner

571

572 **MOTION: To approve the amendment of the Tuesday, March 15, 2022 Borough Council Agenda**
573 **to include consideration of the Engineering Proposal from LIVIC Civil for the Thompson Street**
574 **Curb and ADA Ramp Improvements Project.**

575

576 Approved via unanimous voice vote.

577
578
579
580
581
582

583 Mr. Rowe reported that LIVIC Civil has provided a proposal to complete the Engineering Design and
584 Construction Administration for the Thompson Street Curb and ADA Ramp Improvements Project.
585 This work will include reconstruction of the curb on Thompson Street from 3rd to 4th Streets, as well as
586 ADA ramps at four (4) locations in that corridor. LIVIC Civil is proposing to complete this work for a
587 Lump Sum Fee of \$12,200.00. A copy of the proposal has been distributed to Borough Council at the
588 beginning of tonight's meeting. Borough Council action is requested to award the Engineering Design
589 and Construction Administration for the Thompson Street Curb and ADA Ramp Improvements Project
590 to LIVIC Civil for a Lump Sum Fee of \$12,200.00.

591

592 Motion by: Ellie K. Kreisher

593 Second by: Matthew C. Wagner

594

595 **MOTION: To award Engineering Design and Construction Administration for the Thompson**
596 **Street Curb and ADA Ramp Improvements Project to LIVIC Civil for a Lump Sum Fee of**
597 **\$12,200.00.**

598

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

600

601 No – None

602

603

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

605

- 606 • The CFA Grant funded Master Meter Installation Project.
- 607 • The N. 3rd Street and the Mifflinburg Community Park Phase III Stormwater Projects.
- 608 • The Walnut and 6th Street Reconstruction Project.
- 609 • Plan Review for Paul Bottiger/Juergen Seefeldt for land swap.
- 610 • The Land Development Plan Review for Ritz-Craft Plant 3.
- 611 • The Hometown Heroes Banner Program.
- 612 • The Department of Conservation and Natural Resources (DCNR) Pool Grant.
- 613 • The County road closure signs placed on 4th Street.

614

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

616

- 617 • The AMP R.I.C.E Peaking Project generation facilities.
- 618 • The Mifflinburg Dewatering Upgrade Project.
- 619 • The Hometown Heroes Banner Program.

620

621 Mrs. Metzger reminded Borough Council that there is a Mifflinburg Community Pool meeting scheduled
622 for Tuesday, March 22, 2022 at 6:00 PM.

623

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

625

626 Chief Hackenburg informed Borough Council that they received a copy of the Monthly Police Report for
627 February 2022 included in the information tonight.

628

629 Chief Hackenburg presented Borough Council with some Monthly Highlights for the Mifflinburg Police
630 Department for February 2022.

631

632 Chief Hackenburg provided Borough Council with an update on the status of the promotion process for
633 Mifflinburg Police Officers. Chief Hackenburg reminded Borough Council that they took action at the
634 Tuesday, February 15, 2022 regular Borough Council meeting to authorize him to proceed with the
635 promotion process for Mifflinburg Police Officers. Chief Hackenburg reported that he contacted the
636 Borough's Labor Attorney, Mr. Langdon T. Ramsburg with McNeese Wallace & Nurick, to request
637 clarification on how to proceed with the promotion process. Mr. Ramsburg indicated that he would like
638 to see the current job description in the policy revamped to create a much more comprehensive one. Mr.
639 Ramsburg also indicated that there is a law that the promotional process itself has to be either bargained
640 or agreed upon by the bargaining unit and suggested that promotion process be created.

641

642 Chief Hackenburg requested an executive session to discuss pending litigation.

643

644

645

646

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

649

- 650 • Pelican's SnoBalls, located at 104 N. 8th Street, opened-up on Monday, March 14, 2022 and
651 is doing extremely well. It's anticipated that a Ribbon Cutting Ceremony will be scheduled
652 before too long.
- 653 • He and Chief Hackenburg participated in Read Across America Week at the Mifflinburg
654 Area Intermediate School.
- 655 • Working with the Buffalo Valley Trading Post and Boutique, located at 407 Chestnut Street,
656 to schedule a craft and food festival event.

657

658

659 Motion by: Matthew C. Wagner

660 Second by: Bradley M. Sauers

661

662 **MOTION: To enter into executive session at 8:06 PM.**

663

664 Approved via unanimous voice vote.

665

666

667 Motion by: Ellie K. Kreisher

668 Second by: Matthew C. Wagner

669

670 **MOTION: To reconvene the meeting at 9:09 PM.**

671

672 Approved via unanimous voice vote.

673

674

675 Motion by: Ellie K. Kreisher

676 Second by: Matthew C. Wagner

677

678 **MOTION: To set the payroll rates for the Mifflinburg Park/Pool employees for the 2022 season as**
679 **follows:**

680

681 **Desk/Playground \$8.00/hr.**

682 **Regular Guard \$11.00/hr.**

683 **WSI Guard \$12.00/hr.**

684 **Head Lifeguard + \$0.50/hr. Additional**

685 **Director Salary \$7,000.00 (with a minimum of 35 hrs. per week)**

686 **Assistant Director Salary \$4,000.00 (with a minimum of 20 hrs. per week)**

687

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

689

690 No – None

691

692

693 Motion by: Ellie K. Kreisher

694

695 **MOTION: To rehire the following Mifflinburg Park/Pool employees for the 2022 season:**

696

697 **Sam Deluca Zachary Kerstetter Sydney Nornhold**

698 **Evan Pachucki Cara Snook Brody Wolff**

699 **Ethan Bomgardner Rachel Erickson Molly R. Kerstetter**

700

701 Mrs. Metzger informed Borough Council that a separate motion should be made for Molly R. Kerstetter.

702

703 Mrs. Kreisher withdrew her motion that is currently on the table.

704

705

706

707

708

709

710

711

712 Motion by: Ellie K. Kreisher
713 Second by: Bradley M. Sauers

714
715 **MOTION: To rehire the following Mifflinburg Park/Pool employees for the 2022 season:**

716			
717	Sam Deluca	Zachary Kerstetter	Sydney Nornhold
718	Evan Pachucki	Cara Snook	Brody Wolff
719	Ethan Bomgardner	Rachel Erickson	

720
721 Approved via unanimous voice vote.

722
723
724 Motion by: Ellie K. Kreisher
725 Second by: Matthew C. Wagner

726
727 **MOTION: To authorize a contingent offer of employment to Ms. Molly R. Kerstetter as Park**
728 **Director for the 2022 season at the Mifflinburg Community Park/Pool.**

729
730 Approved via unanimous voice vote.

731
732
733 Motion by: Ellie K. Kreisher
734 Second by: Bradley M. Sauers

735
736 **MOTION: To table Agenda Item 9e: specifically, Approval of the Athletic Use Agreement for the**
737 **Haney Park Association and Swim Team; and Agenda Item 9h: Approval of the Mifflinburg**
738 **Community Pool pass and admission rates for the 2022 season, until the Tuesday, April 19, 2022**
739 **regular Borough Council meeting.**

740
741 Approved via unanimous voice vote.

742
743
744 Motion by: Matthew C. Wagner
745 Second by: Ellie K. Kreisher

746
747 **MOTION: To direct the Borough Manager to send a letter to the Central Keystone Council of**
748 **Governments (CK-COG) addressing the additional items that were not discovered during the**
749 **permit application review process, and as such the CK-COG is responsible for the cost of the**
750 **additional items.**

751
752 Approved via unanimous voice vote.

753
754
755 Motion by: Ellie K. Kreisher
756 Second by: Jarred R.W. Fry

757
758 **MOTION: To direct the Borough Manager to send a letter to the Mifflinburg Hose Company**
759 **reminding them that any changes to the construction work performed at the Mifflinburg Hose**
760 **Company Building requires preapproval by the Project Manager, or the Mifflinburg Hose**
761 **Company will be financially responsible for the cost of any additional work or changes that did**
762 **not receive preapproval from the Project Manager.**

763
764 Approved via unanimous voice vote

765
766
767 Motion by: Matthew C. Wagner

768
769 **MOTION: To adjourn the Mifflinburg Borough Council meeting.**

770
771 Approved via unanimous voice vote.

772
773
774 Meeting adjourned at 9:21 PM

775
776

777 Respectfully Submitted,
778
779
780 Misty L. Ross
781 Assistant Borough Secretary