

**REGULAR MEETING MINUTES
OF THE MIDDLEBURG BOROUGH COUNCIL
Tuesday, November 10, 2015
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LOCATION OF MEETING: Middleburg Borough Building, 13 North Main Street, Middleburg PA

COUNCIL MEMBERS : Roger Snook-President, Donald Zechman Jr.-Vice President, Michael Kerstetter, Heidi Potter, William Hostler, James Shull, Susan Kinney

OFFICIALS PRESENT : Virginia "Ginny" A Zeiber-Administrator/Secretary/Zoning Officer, Mayor Ronald Renshaw, Tony Jordan-Police Chief

OTHERS PRESENT : Dustin Zechman-Foreman, Judy Varner-Employee, Jeremiah Runkle-Solicitor, Brian Lauver-Resident, John Glenny-Airport Rep, David Hall-Energy Aviation, Steve Bower-Penn Valley Airport

Meeting Called to Order - The Middleburg Borough Council meeting was called to order by Roger Snook at 7:30 PM and began with the Pledge of Allegiance to the Flag of the United States of America.

Agenda - Roger Snook requested additions and/or approval of the November 10, 2015 Agenda as presented. Ginny requested the addition of a presentation by the Penn Valley Airport personnel. A motion was made by William Hostler and seconded by Heidi Potter approving the Agenda with the addition. MOTION UNANIMOUSLY CARRIED.

Regular Meeting Minutes for October 13, 2015 and Special Meeting Minutes for October 19, 2015 - Roger Snook asked for a motion to approve the two sets of Minutes as presented. A motion was made by Heidi Potter and seconded by William Hostler approving both sets of Minutes as presented. MOTION UNANIMOUSLY CARRIED.

Payment of Bills & Approval of Financial Statements - Roger Snook asked for a motion approving payment of the bills and financial statements through November 10, 2015 as presented. A motion was made by Susan Kinney and seconded by James Shull approving payment of the bills and financial statements. MOTION UNANIMOUSLY CARRIED.

PUBLIC COMMENTS: NONE

Penn Valley Airport Presentation - John Glenny, Middleburg Borough's representative for the Airport, introduced David Hall with Energy Aviation-Airport FBO (Fixed Base Operator), and Steve Bower, Manager of the Airport. A manual was presented to the Borough including documentation proving the Borough has had a financial interest in the Airport since 1947, which is something that has been disputed for a long time. Following a short presentation by Steve and David, John Glenny asked Council if they would consider increasing their yearly contribution to the Airport from \$700 to \$1,000. Ginny noted \$700 had already been included in the 2016 General Fund Budget. No action was taken on John's request to increase the annual contribution.

The Airport is considered a Category 1 Public Airport and although it is not large enough to support public scheduled flights, it continues to benefit all of the surrounding communities in many ways. Some of those include charter companies, agricultural spraying, black fly spraying, daily use by PP&L line section crews/maintenance & inspection crews, Apache helicopters/military use, Susquehanna University, Bucknell University, Middleswarth Chip Company, Ritz Craft, Woodmode and Weis Markets. Many of these entities provide large annual contributions to support the operations of the Airport and also provide employment, a tax base, and education for the public.

OFFICIALS:

Christmas/Holiday Decorations - Heidi Potter discussed upgrading and changing some of the Christmas/Holiday decorations displayed annually at the square and throughout the Borough. The discussion included seasonal flags and fresh greens. No action was taken as a result of this discussion, due to it being so late in the season, and the decorations are scheduled to be mounted in two weeks.

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Mayor Ronald Renshaw - The Mayor presented some booklets he received by mail regarding a man by the name of David Hall who planned to announce his candidacy on November 3rd for President of the USA. Anyone interested in these books can get them by contributing \$15 to his campaign.

Tax Ordinance for 2016 - Ginny explained she provided the required information to Jeremiah's office for preparation and advertising of the mandated annual tax ordinance. This ordinance will be presented for adoption at the December 2015 Council meeting.

2016 Proposed Budgets - A motion was made by James Shull and seconded by Heidi Potter to advertise the three 2016 proposed budgets (General Fund, Water Fund, Sewer Fund) as available for public review. These budgets will be included on the December 2015 Agenda for adoption at the meeting.

Paving Repairs on Grand Street - Dustin Zechman informed Council that satisfactory paving repairs had been made on Grand Street by subcontractor G & R Charles for Meckley's Limestone Products.

Standpipe/Overflow Structure at the Lake - Dustin informed everyone that the standpipe/overflow structure replacement project at the lake has now been completed. The project passed its inspections by Dustin and an engineer from Larson Design Group.

Paving in Charles Park - Depending on the progress of another project they are working on, Mid-State Paving anticipates being able to place the base coat for the parking area at Charles Park, as required by the DCNR, tomorrow. They hope to get the base coat in place and then lay the top coat another day.

New Sign for Charles Park - A discussion was held regarding the signage required by DCNR at Charles Park. Dustin said when the inspector, Wes Farringer, visited the site, he approved the signs as they are, however, that does not mean his boss could not come back with required changes. It was decided to wait until the grant is finalized to see if changes need to be made to any of the signs.

Police Report - Tony Jordan noted everyone received a copy of the police report for the month of October.

Larson Design Group - Engineer's Report - David Walters prepared and sent the monthly report for October. This report has been distributed to all Council members.

Dissolving of the Authority Board - Jeremiah Runkle requested it be reflected in the Minutes that he is not recommending anything regarding the dissolving of the Authority Board. He is simply listening to the same problems between the two Boards and wondering how much longer the same conversations are going to be discussed over and over and attempted to offer a possible resolve.

Shortening of Council Minutes - Council members, along with Solicitor Runkle, agreed unanimously that an attempt should be made to shorten the meeting minutes to only what is required by law rather than including unnecessary details and discussions. Jeremiah noted when it comes to discussions, all that needs to be in the Minutes is that the discussion occurred and what the outcome was with no additional details.

COMMITTEES:

Street & Sidewalk Committee - Michael Kerstetter reported he made contact with residents who have illegal down spouts in hopes that reviewing the situation personally with them would encourage them to take the initiative to consider a better solution. If a pedestrian falls and gets hurt or a vehicle slides on ice or hydroplanes causing an accident as a result of a hazardous condition being created by the water coming out of the down spouts, it will be a liability for the property owner.

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Adding Trees in Charles Park - Heidi Potter felt the Council should create a plan to involve residents of the community to contribute toward planting new trees in Charles Park, since many have been removed due to disease.

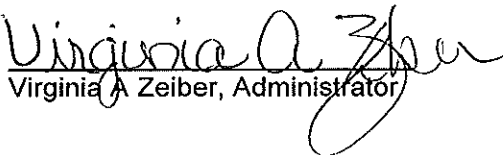
Landlord Ordinance Committee - William Hostler reported that Solicitor Runkle replied today to Ginny's email with comments on this proposed ordinance. This email can be forwarded to Council members tomorrow for their review and discussion at the next Council meeting.

NEW BUSINESS:

New Council Members - So far the only resident definitely voted onto the Borough Council during the most recent election, beginning with the 2016 term, is Judy Lynn. All others were write-ins whose interests in serving will be determined by Pat Nace in the Voter's Registration Office.

Adjournment - A motion was made by James Shull and seconded by Heidi Potter to adjourn. MOTION UNANIMOUSLY CARRIED.

The meeting adjourned at 8:42 PM.


Virginia A. Zeiber, Administrator