

REGULAR MEETING MINUTES  
OF THE MIDDLEBURG BOROUGH COUNCIL

Tuesday, April 12, 2016

Page 1 of 4

LOCATION OF MEETING: Middleburg Borough Building, 13 North Main Street, Middleburg PA

COUNCIL MEMBERS : James Shull-President, Michael Kerstetter-V.P, Heidi Potter (Absent), William Hostler, Judy Lynn, Brian Lauver

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

OTHERS PRESENT : Dustin Zechman-Borough Foreman, Judy Varner-Employee, Jeremiah Runkle-Solicitor, Dwayne Hackenberg-Fire Chief, Josh Edmiston-Insurance, Christine Kinney-Health Insurance, Ernie Horning-Electricity Consultant

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Meeting Called to Order - The Middleburg Borough Council meeting was called to order by James Shull, Council President, and began with the Pledge of Allegiance to the Flag of the United States of America.

Agenda - James Shull requested additions to and/or approval of the April 12, 2016 Agenda as presented. A motion was made by Michael Kerstetter and seconded by Brian Lauver approving the Agenda. MOTION UNANIMOUSLY CARRIED.

Approval of Minutes from the March 8, 2016 Council Meeting - A motion was made by Brian Lauver and seconded by William Hostler approving the Minutes as presented. MOTION UNANIMOUSLY CARRIED.

Approval of Bills and Financial Statements - A motion was made by William Hostler and seconded by Judy Lynn approving the bills and financial statements thru April 12, 2016 as presented. MOTION UNANIMOUSLY CARRIED.

PUBLIC COMMENTS: NONE

REPORTS FROM OFFICERS AND OFFICIALS:

Mayor Ronald Renshaw - Mayor Renshaw noted he and Officer David Shaffer had attended Career Day at the High School representing types of employment with municipal government.

The Mayor also explained that the Selinsgrove Area Adult Band earned \$5,000 this year to be donated to cancer research. Over a period of 54 years the band has earned and donated \$150,000 to this cause.

Reliance Hose Company Report - Dwayne Hackenberg circulated copies of the Fire Company report for the month of March 2016. They are planning an open house for the new ambulance building. It will most likely be Memorial Day in the evening. In June they will be paving the parking areas around the Fire Company buildings.

Snow Removal Ordinance - Solicitor Jeremiah Runkle announced that following proper advertisement of the snow removal ordinance, a public hearing would now begin. He asked if anyone had any comments on the proposed ordinance. When no comments were made, the hearing was closed. A motion was made by William Hostler and seconded by Judy Lynn to adopt the Ordinance as presented. MOTION UNANIMOUSLY CARRIED.

Police Report - All Council members received copies of the police report for the month of March 2016. Police Chief Tony Jordan was not in attendance at this meeting.

NEW BUSINESS:

Josh Edmiston - EMC Insurance Rep - Josh noted that included in the agenda packet was information on Keystone Insurance Group who offers the same EMC Insurance that Josh has been providing, however, Keystone includes a dividend plan. He summarized the dividend program by explaining that the Borough would be included in a pool of municipalities and based on what the pool's loss history is, each municipality would be eligible to receive a dividend refund at the end of each year. Because Josh's company is just a small business, that is not included within this type of pool, he is unable to offer this same dividend program.

**REGULAR MEETING MINUTES  
OF THE MIDDLEBURG BOROUGH COUNCIL  
Tuesday, April 12, 2016  
Page 2 of 4**

Josh said he looked into what he could do for the Borough. The Keystone Group likes to keep the worker's compensation insurance with EMC and then the firefighters would have to go back to the state for coverage. In that part alone and staying with Josh, the Borough is saving around \$1,200 by keeping all of the worker's comp with Amerihealth Casualty. Regarding the insurance account overall, he would be able to give the Borough back around \$2,700 at the end of each year. This equates essentially to an approximate 7% savings. With the Keystone program, the return would be based on a percentage of what the whole pool does and that would be uncertain each year. That means there could be years where the municipalities would get nothing back or years they may get 15% back (as an example). Josh noted EMC would not quote an insurance cost this far away from the renewal date, so he was unable to present a cost tonight. Renewal is by July 1, 2016.

Josh noted he just received information from the Borough's Worker's Comp policy and it dropped about 7.5% so on the worker's comp side that will most likely save about \$2,700 alone. This resulted because the Borough employees had minimal accidents resulting in worker's compensation claims.

Josh said he would not be able to walk into the Borough office and hand in a check. The money would be taken off the premium cost. Another advantage of staying with him is he is right up the street and immediately available any time he is needed.

Keystone is unable to quote costs for the new term because Josh is listed as the Broker of Record and that would have to be changed over to the Keystone Rep by means of resolution.

James Shull asked the budget committee to look into this further and make a recommendation at the next meeting. Ginny was asked to request a dividend history from Keystone Insurance Group that goes back to 2002, when they began, to see what they did overall.

Electricity Supplier - Ernie Horning, Senior Energy Consultant with Navigate Power, presented information on electricity supplier rates. The reason he is making a presentation now and not July 2017, at the end of our current contract, is because the rates are extremely low and may not go down this low again. Ernie's job is to research/shop all of the electricity suppliers to find the best rates and he does so on a daily basis. The best rate available right now is a fixed rate with Direct Energy at \$.066990 per KWH for 22 months. That rate is lower than the current contract. Based on the Borough's usage, this new rate is projected to generate an overall yearly savings of approximately \$4,900. The Borough's accounts in total use around 700,000 kilowatts per year. Fixed rates are the best way to go, however, all fixed rate contracts have a cancellation fee, so no one should ever consider canceling a fixed fee contract as it is always costly. The Borough can lock in now at the offered rate but it will not become effective until the current contract terms in July 2017.

Following Ernie's presentation, a motion was made by William Hostler and seconded by Judy Lynn to contract with Direct Energy as the Borough's electricity supplier at a fixed rate of \$.066990 for 22 months beginning when our current contract ends in July 2017. MOTION UNANIMOUSLY CARRIED.

Health Insurance - Christine Kinney, Health Insurance Rep, presented three pages showing a variety of cost options for health insurance renewal. The Borough's current policy is with Highmark and it terms May 31, 2016. Following a review of all of the options and additional discussion, a motion was made by William Hostler and seconded by Brian Lauver, to change to the Capital Blue Cross plan as recommended by the personnel committee and Christine as the best deal for the Borough and the employees. Details for this plan are shown on page 3, column 4 of the information presented. MOTION UNANIMOUSLY CARRIED.

Street Light Replacement Resolution - Ginny explained that although Council motioned to move forward with the replacement of the Borough's street lights at the last meeting, when she received the Agreement information a resolution was included that PPL required being adopted. This resolution was included in each agenda packet. A motion was made by Brian Lauver and seconded by Michael Kerstetter to adopt the resolution as presented so the project can move forward as planned. MOTION UNANIMOUSLY CARRIED.

Teener League Baseball and Girls Softball - Two letters were presented to Council requesting donations to the Teener League Baseball organization and Girls Town Softball League. A motion was made by Judy Lynn and seconded by Brian Lauver to donate \$200 EA to these organizations as budgeted for 2016. MOTION UNANIMOUSLY CARRIED.

REGULAR MEETING MINUTES  
OF THE MIDDLEBURG BOROUGH COUNCIL

Tuesday, April 12, 2016

Page 3 of 4

UNFINISHED BUSINESS:

New Sidewalk- Ginny presented additional cost information, as requested at a former meeting, for the proposed new sidewalk that would be constructed from the rear parking area behind the Borough building to the elevator entrance sidewalk. The low bidder, Elmer Stoltzfus, did not include the cost of the building permit in his original bid. He would be willing to provide the drawing required for the building permit for the Central Keystone COG but the Borough would be responsible for the cost of the permit, which will be around \$200. The COG also recommended including the yellow warning pad at an additional cost of \$200. This brings the original estimate from \$3,745.00 to \$4,145.00. A motion was made by Brian Lauver and seconded by Judy Lynn to move forward with the new sidewalk as proposed with the required building permit and the yellow warning pad at \$4,145.00. MOTION UNANIMOUSLY CARRIED.

Personnel Committee - New Maintenance Employee- James Shull explained that Dustin had interviewed two of the numerous applicants for the maintenance position and background checks were run as well. As a result, Dustin recommended hiring Kyle Rhoads, who currently works at Shade Mt Golf Course, and requested he be allowed to start on Monday, April 18<sup>th</sup>. A motion was made by William Hostler and seconded by Brian Lauver to hire Kyle Rhoads full time with a starting date of April 18, 2016. MOTION UNANIMOUSLY CARRIED.

Building & Grounds Committee - Silk Mill/Middleburg Yarn Factory Building- William Hostler explained, as a result of his research on options to move forward with the demolition of the Yarn Factory, he discovered Act 90 of 2010. This law allows municipalities to place liens against additional properties owned by the same entity as long as they are located in Pennsylvania. Note was made there are two additional Yarn Factory buildings, in addition to the one in Middleburg, and they are both located in Selinsgrove. This Act would be a way to re-coop the costs of code enforcement, blight remediation and blight demolition from owners who have insufficient property value to cover the cost. To date, however, no municipality in Pennsylvania has ever used this law. A former employee of the Selinsgrove facility, who was recently laid off, said there are only about 15 employees left in Selinsgrove factory.

Jeremiah explained that following filing at the Court of Common Pleas, the Borough would have to get a judge to agree that the attachment of the additional real estate is appropriate as a result of certain serious violations that are listed within the Act.

Ginny had contacted Representative Keller's office and they said there was a grant available for the demolition of blighted facilities, however, it would have to be shown that something new was going to replace it that would provide economic development and create employment. The Yarn Factory is located directly within the floodway so it is likely nothing would be allowed to be built on the property.

Following discussion on the condition of the Middleburg facility, a motion was made by William Hostler and seconded by Judy Lynn for Jeremiah Runkle to begin the process of condemnation by contacting the Yarn Factory's attorney, Kenneth Potter, and attempt to get things moving. MOTION UNANIMOUSLY CARRIED.

Street & Sidewalk Committee - 2016 Paving/Seal Coat Projects- Michael Kerstetter informed Council the committee had selected the streets they feel are the most needy while staying within the available funding. That information was sent to Brian Haight at PENNDOT who then prepared a bid packet that was sent to Ginny. The Advertisement for Bids is scheduled to be placed in the Daily Item on Wednesday and Saturday. Ginny noted as a courtesy, she had already forwarded, by email, the 2016 bid packet to all of the bidders on the 2015 project.

Michael asked Ginny to contact Franklin Township to see if they would be interested in paying for the repaving or seal coat of the areas of the chosen streets that run into the Township. He also would like to know who they use for their seal coat projects. Dustin felt they may only use the tar and chip process and not the fiber seal.

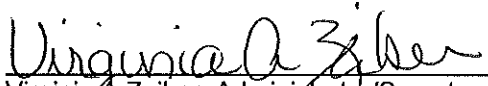
Trucks Parking in Front of Vinnies- Tony Jordan visited Vinnie's Restaurant soon after the last Council meeting and spoke with Vinnie about the larger vehicles that project across the area where pedestrians walk when they park in the front of his restaurant. Tony asked Vinnie if he would consider encouraging people with larger vehicles to park in the rear parking area rather than out front. Dustin noted he happened to pick up food at the restaurant soon after Tony had discussed the issue with Vinnie and he was not very happy about the idea. Vinnie felt that no one was worried about it when it was Coles Hardware and construction vehicles regularly parked in the front. He did agree to consider changing his "additional parking in the rear" sign to included the suggestion for larger vehicles to park there.

REGULAR MEETING MINUTES  
OF THE MIDDLEBURG BOROUGH COUNCIL  
Tuesday, April 12, 2016  
Page 4 of 4

Parking Across the Sidewalk - Michael Kerstetter noted people are still parking across the sidewalk in front of the garage along Center Street at the rental owned by Dr Bell. This was discussed at the last Council meeting. Ginny will check to see if Tony talked to Dr Bell about this issue.

Adjournment - A motion was made by Brian Lauver and seconded by Michael Kerstetter to adjourn. MOTION UNANIMOUSLY CARRIED.

The meeting adjourned at 10:00 PM.

  
Virginia A. Zeiber, Administrator/Secretary