

REGULAR MEETING MINUTES
OF THE MIDDLEBURG BOROUGH COUNCIL

Tuesday, May 9, 2017

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, 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 : David Walters-Engineer, Dustin Zechman-Foreman, Judy Varner-Employee,
Jeremiah Runkle-Solicitor, Officer Chad Thomas, and John Kreighbaum, Kim
Ebright and Dwayne Hackenberg (for a short time)

Meeting Called to Order - The Middleburg Borough Council meeting was called to order at 7:30 PM by James Shull, Council President and began with the Pledge of Allegiance to the Flag.

Agenda - James Shull requested additions to and/or approval of the May 9, 2017 Agenda. A motion was made by William Hostler and seconded by Brian Lauver approving the Agenda as presented. MOTION UNANIMOUSLY CARRIED.

Minutes from the April 11, 2017 Council Meeting - James Shull requested approval of the April 11, 2017 meeting minutes. Heidi asked that her title, shown as Treasurer of the SCTCC, be corrected to Secretary. A motion was made by Michael Kerstetter and seconded by Judy Lynn approving the Minutes as presented with the requested change. MOTION UNANIMOUSLY CARRIED.

Bills and Financial Statements - James Shull requested a motion to approve the bills and financial statements through May 9, 2017. A motion was made by Judy Lynn and seconded by Michael Kerstetter approving the bills and financial statements as presented. MOTION UNANIMOUSLY CARRIED.

PUBLIC COMMENTS: NONE

Thomas Avenue - John Kreighbaum explained he owns a home on Shuman Street but the garage is accessed from Thomas Avenue. He got word that the Borough Council was discussing changing Thomas Avenue to a one way street. He wondered why the Borough was choosing Thomas Avenue when there were so many other streets in need of addressing. Mike Kerstetter said that at the last meeting Mayor Renshaw brought to Council's attention that he had received requests to change Thomas Avenue to a one way street due to the limited width. Mike noted that street and sidewalk committee has looked into this situation and their conclusion will be discussed when they get to the committee reports.

OFFICERS AND OFFICIALS:

Middleburg Yarn Factory - Michael Kerstetter asked Council to keep in mind that the Middleburg Yarn Factory is continuing to deteriorate. He noted if the Yarn Factory owners ever decide they are willing to give the property to the Borough, it might be a good idea to accept the offer and then try to move forward finding a way to afford to demolish it.

Ginny reminded everyone that years ago the property was offered to the Borough free of charge, but the law states once a property has been condemned, it is the responsibility of the property owner to demolish it. The Borough did not and still does not have the funding to demolish the structure, so they did not accept the offer. Then years later the Borough decided they did want the property, if the Yarn Factory was willing to give it to them, but the owners then decided they wanted a significant amount of money for it.

Jeremiah asked if he remembered correctly that Council had decided at a recent meeting to sit back and wait to do anything with the Yarn Factory until next year. Council agreed this is what they had decided. He also stated he would not be surprised if there were unknown environmental issues with the property and that is also something they need to consider as those cleanups can be very expensive.

**REGULAR MEETING MINUTES
OF THE MIDDLEBURG BOROUGH COUNCIL
Tuesday, May 9, 2017
Page 2 of 4**

Heritage Festival - Heidi Potter reminded everyone about the Heritage Festival scheduled for this Saturday (May 13th) and noted she is looking forward to seeing everyone there and hoping it won't rain!!

Reliance Hose Company Report - Fire Chief Dwayne Hackenberg circulated copies of the Fire Company report for the month of April. He noted Thursday May 11th is their Golf Tournament and Sunday May 14th is their Mother's Day Dinner.

Engineering Report - David Walters circulated copies of his engineering report for the month of April. He noted the PENNVEST application has been submitted for funding for the stormwater rehabilitation project.

Dave stated Resolution #2017-04 has been included within each agenda packet. This resolution is required to be adopted as part of the grant application. A motion was made by Heidi Potter and seconded by Michael Kerstetter adopting Resolution #2017-04 as presented. MOTION UNANIMOUSLY CARRIED.

PENNVEST will take action on the applications in July.

Cleaning Storm Drain Inlets - Dustin Zechman requested approval to hire Mid-State Paving to assist the Borough in cleaning out storm drain inlets. They have a new vacuum that will extract all of the debris which will create less labor for the maintenance crew and will be a lot quicker and more efficient. The cost will be \$100 per hour. Dustin noted they will provide one person to operate the vacuum equipment for that rate and he had no idea how long this project would take. Michael Kerstetter requested Dustin keep a log of the condition of the storm drain inlets located within the state roadways and report their condition to PENNDOT each time they are cleaned. Dustin informed Michael that it is now the responsibility of the local government to maintain the boxes and all parallel piping located inside the curb. The state is now only responsible for the frames, grates and blacktop.

A motion was made by Michael Kerstetter and seconded by Heidi Potter to hire Mid-State Paving at \$100 per hour using their vacuum unit to assist with the cleaning of the storm drain inlets. MOTION UNANIMOUSLY CARRIED.

Snapper Pro Commercial Grade Zero Turn Mower - Dustin Zechman requested approval to purchase a Snapper Pro Commercial Grade zero turn mower from Zechman's Farm Supply to replace the flail mower. The Authority Board agreed to cover 2/3 of the cost from the water/sewer funds so the last 1/3 would need to be paid from the general fund. The cost of the mower is \$6,700, which the Authority Board felt was a great price. The mower includes a 3 year engine warranty or 500 hours, whichever comes first. It has a 26 HP engine with 61" mower deck.

A motion was made by Heidi Potter and seconded by Brian Lauver to purchase the mower as presented splitting the cost between the three funds. MOTION CARRIED. James Shull abstained due to a conflict of interest as a family member.

Dustin recommended continuing to budget \$10,000 per fund to be used for new equipment even after the new backhoe has been purchased.

Scobie Duck Problems - Dustin explained that Beverly Inch and Tony Jordan received complaints about Scobie ducks destroying the eggs in other duck's nests. Tony recommended advertising, like we did before, for someone to come and remove the Scobie ducks. Heidi noted a nest had been destroyed in the Fire Company's bingo building and everyone assumed it was a person who did it, but maybe it was the Scobie ducks. She stated someone needed to clean it up.

Dustin said he could contact Kyle VanNuys who works for USDA and see if he would be willing to come and trap the ducks as he does testing for the Avian flu. The ducks he catches are removed and not returned. Dustin did not know what he did with them after the testing. A motion was made by Heidi Potter and seconded by William Hostler for Dustin to notify Kyle VanNuys. If he is unable to take the ducks, then the Borough should advertise for someone to remove them. MOTION UNANIMOUSLY CARRIED.

Officer Chad Thomas - Chad noted everyone was provided a copy of the police report for the month of April. Other than that, he had nothing to report.

**REGULAR MEETING MINUTES
OF THE MIDDLEBURG BOROUGH COUNCIL
Tuesday, May 9, 2017
Page 3 of 4**

Advertisement for the Borough Administrator Position - James Shull noted that regarding Ginny's plans to retire at the end of 2017, an advertisement for the Administrator position has been presented for critique. Following several recommendations by Jeremiah Runkle, the ad will be edited, reviewed again by Jeremiah following the changes and placed in the newspaper and on the Borough's web site.

COMMITTEES:

Street & Sidewalk Committee - Chairman Michael Kerstetter explained that the street committee looked at Thomas Avenue, along with other streets in the Borough and concluded they did not recommend any of the streets be changed to one way. This includes the situation at the west end of West Willow Avenue. He understands that Beavertown Borough changed some of their streets to one way, but within a short period of time changed them back as it did not work out and only created confusion.

Michael explained the street committee, along with Brian Haight with PENNDOT, looked at the area in front of the UCP Day Program business located at 207 West Willow Avenue. Dustin said Brian Haight did not recommend a crosswalk at this location because it would direct people onto private properties on the opposite side of the alley. He did not recommend speed limit signs as he felt it would actually encourage drivers to travel faster. Brian did, however, recommend posting handicap signs with speed limit signs mounted below them. Dustin recommended requiring the business to purchase the signs and posts and then the Borough crew would install them. Council was in agreement with this idea so a motion was made by Brian Lauver and seconded by Heidi Potter to proceed as recommended above. MOTION UNANIMOUSLY CARRIED.

Dustin said he would explain the recommendations to Larissa Savitsky with UCP, along with the cost of the signs, to see if they wanted to move forward with this offer.

UNFINISHED BUSINESS:

Proposed Pavilion - Judy Lynn said she went to many of the local businesses requesting donations for the proposed pavilion. All of the businesses seemed to be in favor of the idea but to date only one donation has been received and that was from the Snyder Co Times. Dave Walters stated that Larson Design Group would like to donate \$500 toward the pavilion as thanks to the Borough for retaining them as their engineers all of these years.

Only one estimate has been received and that one is from John Martin. He is the Amish contractor who built the Borough's maintenance shed. His bid is for \$12,250.00 with a note stating "*You can change the style of the building and build it for less money. There are many options.*" Heidi Potter felt additional options should be explored before a final decision is made. Brian Lauver asked if anyone was looking into available grant money for this project. Ginny said the project will be paid for by donations and the general fund and that there is money available for it. Jeremiah asked if any consideration had been given to recognition for the donors such as placards on the walls. He stated people/businesses are more interested in donating when there is some type of recognition. If there is a larger donor, the pavilion could even be named after them. Jim Shull noted picnic tables and some type of grills, such as those in state parks, would also need to be purchased for the pavilion.

In conclusion, Judy and Heidi will attempt to meet with John Martin to discuss options to bring to Council for consideration at the June meeting.

Allowing Chickens in the Borough - Ginny notified the person who asked Council to allow chickens in the Borough to inform her that it would be her responsibility for all expenses incurred for the Ordinance change and that she needed to get back to the Borough office before Council could make a decision to move forward. Ginny has not heard from her but rumor has it she was looking for donations and asking for signatures on a petition on her Facebook page.

REGULAR MEETING MINUTES
OF THE MIDDLEBURG BOROUGH COUNCIL
Tuesday, May 9, 2017
Page 4 of 4

NEW BUSINESS:

Feral Cats - Ginny asked Council if they were interested in designating a certain amount per year to cover the SUN PETS cost of spay neutering feral cats as a humane way of reducing the population within the Borough. She recommended creating a fund for this purpose. She said Monroe Township and Shamokin Dam Borough have been doing this and are pleased with the results, as it has made a significant impact on the reduction of their feral cats. Following discussion on this idea, it was decided to table the request for lack of interest and no evidence of any feral cat issues within the Borough at this time.

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

The meeting adjourned at 8:36 PM.


Virginia A. Zeiber, Administrator