

REGULAR MEETING MINUTES
OF THE MIDDLEBURG BOROUGH COUNCIL
Tuesday, November 14, 2017
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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

OTHERS PRESENT : Dustin Zechman-Foreman, Judy Varner-Employee, Jeremiah Runkle-Solicitor,
Elizabeth Paige, Newly Appointed-Administrator/Secretary/Zoning Officer

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

Agenda - James Shull requested additions to and/or approval of the November 14th Agenda. A motion was made by Judy Lynn and seconded by William Hostler approving the Agenda. MOTION UNANIMOUSLY CARRIED.

Minutes from the October 10, 2017 Council Meeting & October 26, 2017 Special Meeting - James Shull requested approval of the October 10th & October 26th meeting Minutes. A motion was made by Michael Kerstetter and seconded by Brian Lauver approving the Minutes as presented. MOTION UNANIMOUSLY CARRIED.

Bills and Financial Statements - James Shull requested a motion to approve the bills and financial statements through November 14, 2017. A motion was made by William Hostler and seconded by Judy Lynn approving the bills and financial statements as presented. MOTION UNANIMOUSLY CARRIED.

PUBLIC COMMENTS: NONE

OFFICERS AND OFFICIALS: NONE

2018 Tax Ordinance - Jeremiah Runkle presented the proposed 2018 Tax Ordinance for approval to advertise so the Council may take action on the ordinance at the December 12, 2017 meeting. James Shull stated the purposed general tax rate of twenty-four and five tenths (24.5) mills remains the same, the purposed street lighting tax rate of two and five tenths (2.5) mills was increased by five tenths (0.5) mills and the purposed special road fund tax of five tenths (0.5) mills is a newly added tax for 2018 per the recommendation of the Budget Committee. Ginny stated the 2018 proposed budgets reflect these purposed tax rates. A motion was made by William Hostler and seconded by Michael Kerstetter to approve the advertising of the proposed 2018 Tax Ordinance as presented. MOTION UNANIMOUSLY CARRIED.

Sample Resolution Prohibiting Category 4 Casinos - Jeremiah Runkle presented a sample resolution prohibiting Category 4 Casinos, which was reference in a letter sent out by Snyder County Commissioners. The letter penned by Commissioner Joe Kantz informed all municipalities of new state legislation allowing municipalities a window of opportunity up to December 31, 2017 to pass a resolution to prohibit the operation of Category 4 Casinos within the municipality. Jeremiah stated if the council decides to pass the resolution prohibiting the Category 4 Casinos at the December 12th meeting, the council may decide at a future date to rescind the resolution and allow casinos. After discussion, the Council directed Jeremiah to proceed to prepare the Resolution Prohibiting Category 4 Casinos for approval at the December 12th meeting.

Removal of Dead Trees in Right-of-Way - Dustin informed the Council about several dead ash trees within the right-of-way, which should probably be removed due to possible public safety issues. Jeremiah stated if the trees are within the right-of-way the Borough has right to take the trees down at no charge to the property owner and recommended the property owner receive some kind of communication prior to the removal of any trees and be offered the wood from the trees. Dustin stated the dead trees to which he is referring are too large for the Borough to take down safely. After further discussion, the Council directed Dustin to identify all the dead trees that pose a hazard to the public safety. Jeremiah recommended the Borough should put something in writing to PennDOT regarding dead trees located within the PennDOT right-of-way and send a copy to the local legislator.

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Old Borough Christmas Decorations - Dustin stated the old Christmas decorations have been offered to numerous municipalities but there has been no interest expressed. Dustin informed the Council he has a list of approximately ten (10) individuals, who are interested in purchasing the decorations individually. Dustin offered the following options: 1) Keep the decorations, 2) Sell the decorations or 3) Give the decorations to the Revitalization Committee for use or to sell. A Council consensus is to offer the Christmas decorations for sale. Jeremiah stated the Borough will need to advertise the sale of Christmas decorations as the current minimum for the total sale of items without advertising is \$1,000.00. Jeremiah Runkle informed the Council there is legislation proposed to increase the minimum total sale price from \$1,000 to \$2,000 and a group of similar items must be advertised as an entire lot for sale. Elizabeth Paige suggested the Council consider selling the old Christmas decorations on the MuniBid website, which would save the Borough the cost of advertising and allows the sale of the decorations individually.

2004 Selinsgrove Borough Street Sweeper - Dustin informed Council that Selinsgrove Borough has placed their 2004 Street Sweeper on the MuniBid website. Dustin stated he went to Selinsgrove Borough to look at the street sweeper and discuss the maintenance performed. At this time, the street sweeper will require some replacement parts, which would be considered normal maintenance of the street sweeper. Dustin informed Council he contacted the company, where Selinsgrove Borough purchased the street sweeper and they gave an estimated value of \$30,000 to \$40,000. Council discussed the condition of the Borough's current street sweeper and the MuniBid process with Dustin. Motion made by Michael Kerstetter to allow Dustin to submit a bid of \$30,000 for the Selinsgrove Borough street sweeper on MuniBid and seconded by William Hostler. MOTION UNANIMOUSLY CARRIED.

Enforcement of Parking in the Borough's Parking Lot - Tony inquired if the Council would like enforcement in regards to the two (2) hour parking limit on the spaces signed as such within the Borough's parking lot. Ginny questioned if the enforcement should be considered after Dustin takes care of enlarging the parking spaces to 10' x 20' as approved at the October 2017 meeting. Ginny stated the complaints about the parking lot are coming from the library, who states there is no parking available for the people using the library. After the widening of the spaces is completed, Council wants to be informed of how many spaces will be available under the two (2) hour parking limit requiring enforcement for further discussion.

Proposed Burger King Restaurant - Ginny stated the contractor came into the Borough office to discuss the application process for a zoning permit. Michael Kerstetter inquired if PENNDOT has approved the plan's entrance and exit off Route 522 as he has concerns regarding the sidewalks and the proposed exit near the school's current crosswalk. Ginny stated she is not aware of any approval given by PENNDOT. Jeremiah stated if there are concerns the Council would like addressed in regards to the land development plan, he suggested a letter be sent to the Snyder County Planning Department prior to final approval. Ginny stated she will also investigate the Borough's sidewalk ordinance to find out if the placement of the new sidewalks should be addressed during the issuance of the zoning permit.

Street & Sidewalk Committee - Chairman Michael Kerstetter stated Dustin was to provide him with a listing of the dumpster locations within the Borough that sit on the right-of-way. Dustin stated all dumpsters have been pushed back off the street. Chairman Kerstetter stated the property owner should be contacted about keeping the dumpster push back and not the dumpster company.

ARLE Grant for Traffic Signal Replacement - James Shull inquired if the Council would like to investigate the possibility of submitting again for ARLE Grant funds to replace the traffic signal. James Shull suggested keeping the item on the agenda under Unfinished Business.

Budget Committee - Michael Kerstetter stated Chairman Heidi Potter asked him to inform Council about the reason for the tax rate increases in the general budget was due to a deficit of approximately \$4,200. Michael Kerstetter stated the overall tax increase for the average property owner will be approximately \$17.00. Motion made by Michael Kerstetter to approve the proposed 2018 General, Water and Sewer budgets for advertising for public review and seconded by William Hostler. MOTION UNANIMOUSLY CARRIED.

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Dinner at the Trinity Methodist Church - James Shull reported he attended the dinner held at the Trinity Methodist Church on Thursday, November 9, 2017, which recognized the service to the Borough of elected officials. James Shull encouraged anyone, who has the time to go, attend the dinner next year as a way to express your appreciation to the community for their ongoing support.

Silk Mill Situation - James Shull stated he would like to revisit the silk mill situation due to further deterioration of the building. Jeremiah stated the option is now to consider proceeding with legal action. William Hostler stated there is also the financial situation to be considered with the legal action.

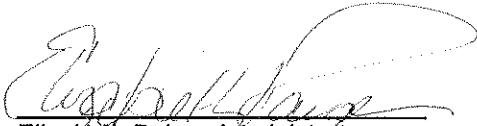
Parking Around Pond - Michael Kerstetter reported he has not done anything more in regards to the parking around the pond but stated he will try to have something for the next meeting.

Write-in Candidates - Michael Kerstetter inquired if anything was received regarding the write-in candidates from the recent election. Ginny stated a report was received today regarding the write-in candidates, which she presented to the Council.

Donation to Penn Valley Airport - James Shull stated Heidi Potter has suggested a \$500.00 donation for 2017 from the General Fund be considered for the Penn Valley Airport. Due to lack of interest, the suggestion to make a donation to Penn Valley Airport died.

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

The meeting adjourned at 8:46 PM.


Elizabeth Paige, Administrator