

MILTON BOROUGH COUNCIL MEETING

January 28, 2015

The meeting was called to order with the following Councilpersons in attendance: Mr. Specht, Mr. Farr, Mr. Shearer, Mr. Budman, Mr. Keiser, Mr. Cyphers, Mrs. Meckley, Mr. Swartz, Mr. Jones, and Mr. Walker. Also in attendance were Mr. Beck, Mayor Nelson, Attorney Benion, Officer Zettlemyer, Officer Leyman, Sam Shaffer. and Shelly Sandstrom.

Minutes: On motion of Mr. Walker, seconded by Mr. Shearer and carried, Council approved the minutes from the January 14, 2014 Council meeting. Mr. Shearer abstained.

Report of the Borough Manager:

Mr. Beck stated that as Council is aware, the 2017 Streetscape Project is funded through a Transportation Achievement Grant, D.C.E.D. Keystone Community Development Grant, Borough matching Funds, and T.I.M.E. contributions. The expenditure guidelines and restrictions vary between the funding sources; therefore, the funds must be maintained in separate accounts and will require separate audits. This is the first Milton Borough project that will be managed through the PennDOT Engineering Construction Management System Program. This program manages construction projects electronically from the bid process to completion. There is a mandatory training course that participating municipalities must successfully complete. Both Mr. Beck and Shelly Sandstrom have completed the course and he has entered the Borough into the system under the appropriate categories.

Mr. Beck reported that there were six bids received, with Wolyniec Construction Inc. being the low bid with a price of \$751,429.50. The project has been bid and awarded through the ECMS program. A pre-construction meeting will take place within thirty days and construction should begin around the end of March/beginning of April 2015, with completion in the fall of 2015.

As agreed, the Public Works Department will remove the existing trees on Broadway from the railroad tracks to Front Street. This phase will begin in the near future.

Next Mr. Beck reported that at the July 23, 2014 Council meeting, Council authorized him to enter into an agreement with H.R.G. for construction services for this project. He did submit H.R.G.'s proposal to PennDOT for their approval, which he has received, and he has entered into an agreement with H.R.G. for inspection services with a cost of \$123,333.32.

Mr. Beck has sent letters to all the effected property owners, updating them on the project status.

Next Mr. Beck stated that the Borough currently only has one siren as a disaster warning system, which is not sufficient to notify the entire borough of pending disasters and hazardous conditions. He has been working with Keystone Communications, along with Sam Shaffer, in order to devise a system that would be adequate to serve the borough. The proposed system would include a siren be placed in the Harmony Cemetery and one at the top of Turbot Avenue between Upper market Street and Park Avenue. Both sirens would be solar powered and have the capability to be programmed to broadcast verbal warnings along with the siren warning. The not-to-exceed cost for equipment and installation would be \$45,528.80. The Public Works Department would install the required poles. Both of the proposed sites are on borough-owned property. Mr. Beck has been unsuccessful in finding grant funding for this project and for that reason he asked borough council if they want to proceed with the project utilizing borough funds. On motion of Mrs. Meckley, seconded by Mr. Farr and carried, Council authorized Mr. Beck to purchase the sirens from Keystone Communications at a not-to-exceed cost of \$45,528.80 as outlined by Mr. Beck. Both Sam Shaffer and Chief Zettlemyer responded that this would be beneficial to the Borough.

Mr. Beck reported that the owner of the properties located at 222 Willow Street and 80 Glass Alley has accepted the Borough's offer of \$500.00 for both properties with the understanding that the borough pays all closing and recording costs. Mr. Beck asked Council to authorize Attorney Benion to proceed with the acquisition of the properties as approved by council. On motion of Mr. Walker, seconded by Mr. Cyphers and carried, Council authorized Attorney Benion to proceed with this process.

Mr. Beck informed Council that he has received notification from DCED that beginning in the Federal Fiscal Year 2015 the CDBG Funds for municipalities with less than 10,000 population that receive an annual award will be administered through the county. Since Milton is an entitlement community this action will have very little impact on how our funds are utilized. There will be a SEDA-COG representative attending the February 11, 2015 council meeting to explain the program in depth.

Due to lack of participation, Lycoming County Resource Management will no longer provide curbside recycling service for business's in the business district. Mr. Beck has written letters informing the business's that were participating in the program of this decision. He also informed them that they may either take their recyclable materials to the drop-off site at 170 Race Street or they have the option to contract with a private hauler to collect their recyclables.

Report of the Mayor: Mayor Nelson had no report.

Report of the President of Council: President Budman stated that at a previous Council meeting, there had been discussion regarding the feasibility of a Main Street Manager. He assigned the Executive Committee, including Mr. Beck and Attorney Benion to re-open this issue to discuss and report back to Council if there is a need for this.

Next, President Budman addressed Council saying that he feels the Council works well together and has had many successes, however as we move forward with complex issues, we need to look at things differently. Council needs to work to become process dependent and not people dependent. Therefore, effective on tonight's agenda and moving forward, all unfinished business items will be listed under each Committee so that they are more visible and can be resolved in a more timely fashion and will be addressed at each meeting. President Budman stated that this will force council to make decisions more timely. There will also be date specific deadlines for comments on draft items. Each draft ordinance that is discussed at this meeting will be given a specific date for changes to be submitted.

Report of the Chief of Police: Chief Zettlemoyer and Officer Leyman distributed copies of the proposed Strategic Plan and briefly outlined the plan to Council. This plan was presented for Council's review to be considered for adoption at the first meeting in February. All comments and questions must be addressed to Chief Zettlemoyer no later than February 4, 2015. Mr. Beck stated that he could not possibly do all of the cost calculations on proposed equipment prior to February 4th. President Budman responded that if the plan is approved it does not mean that the Borough will automatically purchase the equipment outlined in the plan. All expenditures require approval by the Borough Manager and Council.

Report of the Fire Chief: Fire Chief Shaffer had no report.

Public Comments: There were no public comments.

Highways and Protection to Persons and Property:

- A. On motion of Mr. Walker, seconded by Mr. Jones and carried, Council approved a request from the Milton Relay for Life to hold the Bark for Life at Brown Avenue Park on May 16, 2015 from 9:00 a.m. – 1:00 p.m.
- B. On motion of Mr. Walker, seconded by Mr. Farr and carried, Council approved a request from the Milton Fire Department to hold the 22nd Palm Sunday Ham Dinner on March 29, 2015 from 11:00 a.m. – 2:00 p.m.
- C. On motion of Mr. Walker, seconded by Mr. Jones and carried, Council authorized Attorney Benion to advertise the Street Excavation Ordinance with amendments.

- D. On motion of Mr. Walker, seconded by Mr. Jones and carried, Council named the alley east of Shakespeare from Columbia Avenue to Wall Street. The name of the alley will be Orphan Alley. Mrs. Meckley was opposed.

General Government and Recreation:

Mrs. Meckley was asked by President Budman for an update of the progress of all unfinished business items. Mrs. Meckley responded that the Rental Inspection Ordinance cannot be completed until the Violations/Fee's Ordinance is complete. Mrs. Meckley is to distribute a copy of both Ordinances in their current form to Shelly by Friday, January 30th for distribution to Council for their review and comments. Council must forward their comments on both ordinances by the end of the day on February 4th to Shelly.

With regard to the Burning Ordinance, Mrs. Meckley is to distribute a copy of the latest draft of the Burning Ordinance to Shelly by Friday, January 30th for distribution to Council for their review and comments. Council must forward their comments on this Ordinance by the end of the day on February 4th to Shelly.

Regarding the No Loitering Ordinance for the Municipal Parking Lot, Attorney Benion will provide the latest draft to Shelly by Friday, January 30th to Shelly who will forward to Council for their review. Council must forward their comments on this Ordinance by the end of the day on February 4th to Shelly.

Finance, Health and Sanitation

- A. On motion of Mr. Shearer, seconded by Mr. Cyphers and carried, Council approved paying the bills from General Fund, Reserve, Payroll, Community Pool, Liquid Fuels, and Cemetery accounts in the amount of \$501,460.21.

There being no further business, on motion of Mr. Cyphers, seconded by Mrs. Meckley and carried, Council adjourned at 8:43 p.m.

Respectfully Submitted:

Shelly Sandstrom
Borough Secretary/Treasurer