

MILTON BOROUGH COUNCIL MEETING

November 28, 2018

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

Minutes: On motion of Mr. Walker, seconded by Mr. Shearer and carried, Council approved the minutes from the November 14, 2018 Council meeting.

Report of the Borough Manager: Mr. Beck informed Council that although the Front Street Project has been completed, he has not received the required letter of Completion and Certified Payroll Records for the project; therefore he has not released the final payment for this project. He will keep Council informed on this issue.

Next, Mr. Beck reported that in the November 14, 2018 Borough Manger's Report, it was reported that the Borough would be receiving a ¼% interest increase on General Funds, Reserve, Fire Department capitol Equipment, Cemetery, and Liquid Fuels accounts. It was reported that this increase would amount to \$4000.00 per month. It is correct that the Borough received a ¼% interest increase on their accounts; however the increase amounts to \$356.02 per month based on current balances in the accounts.

Also at the November 14, 2018 Council meeting, Council directed the Borough Manger to schedule presentations from each firm that submitted a RFP for the Comprehensive Plan Update to be at a regularly scheduled Council meeting. It was also stated that a DCED 50/50 Grant was available, with no application time limit, to assist in paying for the Comprehensive Plan Update. Mr. Beck stated that the Borough would have to have an Opinion of Probable Cost before applying for the grant. In order to get an Opinion of Probable cost, the firm providing the services will have to know what Goals and Objectives are expected. Mr. Beck suggested this be submitted to the Planning Committee for review and recommendations to Council. On motion of Mr. Walker, seconded by Mrs. Meckley and carried, Council moved that the Comprehensive Plan be submitted to the Planning Committee at Mr. Beck's recommendation.

At the November 14, 2018 Council meeting, Council also directed the Borough Manager to schedule a presentation by Pat Mack, from the Northumberland county Housing Authority outlining the Matching Grant Program pertaining to blighted properties. If Council wishes to proceed with this matter, Mr. Beck suggested that the he and the Code Enforcement Officer meet with Mr. Mack to discuss the program after which Mr. Beck will report our findings to Council. On motion of Mr. Walker, seconded by Mr. Swartz, and carried, Council approved this recommendation as outlined by Mr. Beck.

Report of the Mayor: Mayor Nelson had no report

Report of the President of Council: President Budman addressed Council regarding the Borough Manager position vacancy stating that the Executive Committee restart the process immediately. The job opening will be placed on the Borough's website, the Borough's facebook page, the PSAB Website, the Central PA Chamber website, and Indeed. Mr. Walker suggested Linked-in. President Budman indicated that he would look into that. Resumes for the position will be due on Friday, December 14, 2018 with interviews during the week of December 17, 2018.

Report of Chief of Police: Chief Zettlemoyer reported that Keystone Communications will have the equipment for the new cruiser ready the second week of December. The Department has been working with the Winterfest Committee for their scheduled events. Officer Engleman will be revisiting outstanding warrants. There are currently 471 warrants backed up. Officer Engleman is taking over this process and will be using social media to identify individuals with outstanding warrants. Chief Zettlemoyer asked that anyone with warrants go to the District Justice and take care of it before it goes on social media.

Report of Public Works Director: Sam Shaffer reported that there were a few incidents with the first snow storm. The Department will need to replace a damaged plow. He then asked for Council's permission to purchase a new plow from Bradco Supply at a not-to-exceed cost of \$5,900. On motion of Mrs. Meckley, seconded by Mr. Walker and carried, Council approved this request as outlined.

The Public Works Department continues with leaf pick-up. Brush pick-up is continuing this week. The Department did start earlier than the advertised schedule in areas that were affected harder than others.

Report of the Fire Chief: Joe Stump reported that so far in November, the Department has responded to 32 incidents involving 95 man hours.

Public Comments: There were no public comments.

Highways and Protection to Persons and Property:

- A. On motion of Mr. Swartz, seconded by Mr. Keiser and carried, Council approved a request from the Winterfest Committee to hold their Street Fair on Saturday, December 2nd on Bound Avenue, closing Bound Avenue from 10:00 a.m. through 8:00 p.m. This request also included utilizing the Milton Fire police as needed for traffic control. .
- B. On motion of Mr. Swartz, seconded by Mr. Keiser and carried, Council authorized Attorney Benion to prepare and advertize an Ordinance regarding no parking on Red Hill Road. Mayor Nelson has authorized a 60-day trial of no parking for this area.

General Government and Recreation:

- A. On motion of Mr. Walker, seconded by Mr. Shearer, and carried, Council adopted Ordinance #1221 amending the Borough Manager Ordinance (#1218) changing the mile radius from 10 miles to 15 minutes.
- B. On motion of Mr. Shearer, seconded by Mr. Walker and carried, Council authorized Attorney Benion to intervene on the Borough's behalf with the cell phone tower situation in Turbot Township. This is due to the fact that the tower would be a fall hazard onto Borough properties (homes). Turbot Township has denied this request.
- C. On motion of Mr. Shearer, seconded by Mr. Walker and carried, Council regretfully accepted a letter of resignation from Council from William Cyphers and approved that a letter of thanks be sent to him.

At this time, 7:29 p.m., Council entered into an Executive Session to discuss administrative personnel matters and contract negotiations with the MPOA. Council reconvened at 8:00 p.m.

Finance, Health and Sanitation

- A. On motion of Mrs. Meckley, seconded by Mr. Specht and carried, Council approved the reading and the 2019 budget as presented with no tax increase.
- B. On motion of Mrs. Meckley, seconded by Mr. Specht and carried, Council adopted the 2019 Tax Ordinance - #1222.
- C. On motion of Mrs. Meckley, seconded by Mr. Specht and carried, Council approved paying the bills from General Fund, Reserve, Payroll, Community Pool and Cemetery accounts in the amount of \$115,689.09.

Mr. Beck stated that the \$5,900 for the new plow will be taken out of our Liquid Fuels account.

President Budman addressed the Council vacancy in the 1st ward due to Mr. Cyphers' resignation. President Budman directed that we advertise and set a date for any interested candidates with the deadline Monday, December 10, 2018 for those interested. On motion of Mrs. Meckley, seconded by Mr. Shearer, Council authorized advertising for the 1st Ward Council vacancy as outlined by President Budman.

Jennifer Engleman addressed Council stating that she has a strong interest in the 1st Ward Council vacancy. Council thanked her for her interest and stated they would like to make other residents aware of the vacancy prior to appointing anyone.

There being no further business, on motion of Mr. Walker, seconded by Mrs. Meckley and carried, Council adjourned at 8:12 p.m.

Respectfully Submitted:

Shelly Sandstrom
Secretary/Treasurer