

MILTON BOROUGH COUNCIL

September 22, 2021

7:00 p.m.

The meeting was called to order by President Walker. The following Councilpersons were present: Mr. Walker, Mrs. Meckley, Mr. Specht, Mr. John Pfeil, Mr. Medina, Mr. Robol, Ms. Fawess, Mr. Dale Pfeil, and Mr. Swartz. Mr. Morales joined via zoom. Also in attendance were Jess Novinger, Shelly Sandstrom, Chief Zettlemoyer, Sam Shaffer, Chief Derr, Attorney Benion, and Kevin Mertz. Mayor Shearer was absent.

Minutes: On motion of Mr. Dale Pfeil, seconded by Ms. Fawess and carried, Council approved the minutes from the September 8, 2021, Council meeting.

Report of the Borough Manager: Mrs. Novinger reported that she received a letter from the Downtown Milton Merchants Association requesting the placement of garbage receptacles downtown. This letter was accompanied by a petition signed by many of the downtown business owners stating that they feel it is the Borough's responsibility to provide a reasonable amount of trash bins that are emptied frequently throughout the historic downtown. She asked if Council would like her to explore this for the upcoming budget. Sam Shaffer stated that the cost estimate he received was approximately \$1,700 per garbage can. Until he's certain of the size of cans and the changing prices of steel, he can't be certain. They would have to be bolted to the ground and would have dome tops to limit what goes in the trash cans. When asked how to control the overflow, Sam responded that it's difficult as he sees how the trash cans in the municipal lot are consistently full and overflowing. Mr. Morales made a motion that the Borough purchase 6 garbage cans depending on the call back costs. He then rescinded his motion. Mrs. Novinger will proceed to get three bids on 6-8 garbage cans and report back to Council.

Next, Mrs. Novinger stated that she has received a proposal from Brough Small Business Consulting to evaluate our QuickBooks system for opportunities to streamline and make some of the Borough's processes more efficient. This includes learning all current procedures utilized within QuickBooks, consulting with our auditors and compiling a written proposal for future changes. A separate agreement to implement any or all of those suggestions would be separate. She asked for Council's consideration to accept the current proposal for QuickBooks evaluation from Brough Small Business Consulting at \$60 per hour not to exceed 15 hours or \$900 total. On motion of Mr. John Pfeil, seconded by Mrs. Meckley and carried, Council approved this request as outlined by the Borough Manager.

Mrs. Novinger then asked for Council's consideration to allow her to prepare and submit a DEP 902 grant application to enclose our recycling drop-off center. She is still awaiting cost estimates from fencing companies so doesn't have an exact figure at this moment, however, grant applications cannot exceed \$350,000 total so the maximum amount the Borough could be responsible for would be \$35,000 or 10% of the total project cost. Typically, municipalities are not eligible to apply for this funding immediately after being awarded funding the prior year, but that regulation has been waived due to COVID-19. The grant application is due by Friday, September 24th at 5:00 p.m.

Recycling pulls have increased the Borough's recycling expenses by almost \$8,000. It costs the Borough approximately \$2,229 per month to pay LCRMS for the pulls. Even if the Borough were to be awarded this grant and Council chooses to go another direction, the grant funding can be refused by the Borough at the time of the award. It will take approximately one-year from the submission of this application to notification of the award. On motion of Mr. Moralez, seconded by Mr. John Pfeil and carried, Council authorized the Borough manager to proceed with the DEP 902 Grant as outlined.

Mrs. Novinger asked for Council's permission to allow her to go out for bids for the Cemetery Building replacement. She received the drawings from Hiller Architects today. On motion of Mrs. Meckley, seconded by Ms. Fawess and carried, Council approved this request.

Mrs. Novinger informed Council that Borough-wide Fall Brush Pick-Up will be the week of October 4th.

Report of the Mayor: Mayor Shearer was absent.

Report of the President of Council: President Walker thanked all of the Committees for their hard work on different issues recently. He then informed Council that they should call to schedule times to speak with Borough officials as this is a very busy time for them. He also stated that our projector system is very outdated and makes zoom calls difficult. Mrs. Novinger said that she is ordering a new projector. Mr. John Pfeil added that the audio is very difficult if you are attending via zoom.

Report of Chief of Police: Chief Zettlemyer stated that things went well at the Harvest Festival events. He thanked the Fire Police for all of their help. He also reported that there have been major incidents over the past few weeks. Some missing juveniles were found, and traffic stops resulted in numerous drug arrests. He informed Council that he is still waiting on bodycams and the License Plate Readers.

Report of Public Works Director: Sam Shaffer reported that the Department has been working on the concrete at the Recycling Center and finished yesterday. Mowing continues. They will be moving into fall with brush pick up scheduled and will start leaf pick up when it is necessary.

Report of the Fire Chief: Chief Derr reported that so far in September they have responded to 21 calls for 124.5 manhours. He stated that COVID and overdose calls are rising.

Public Comments: No comments.

Public Works and Cemeteries:

- A. On motion of Mr. John Pfeil, seconded by Mr. Swartz and carried, Council approved a request from Arthur's Pet Pantry to hold their 8th Annual Bone Hunt at Brown Avenue Park on Saturday, April 23, 2022, from noon to 4:00 p.m. This approval is based upon receipt of their Certificate of Liability Insurance

Public Safety:

- A. On motion of Mr. Dale Pfeil, seconded by Mr. Specht and carried, Council approved Jeffrey Stahl as a trainee driver for the Milton Fire Department.

General Government and Finance:

- A. On motion of Ms. Fawess, seconded by Mr. John Pfeil and carried, Council approved paying the bills from General Fund, Reserve, Payroll, Community Pool, Liquid Fuels, and Cemetery accounts in the amount of \$220,520.03.

There being no further questions or business, on motion of Mr. Dale Pfeil , seconded by Ms. Fawess and carried, Council adjourned at 7:44 p.m.

Respectfully Submitted:

Shelly Sandstrom
Secretary/Treasurer