

**ADMINISTRATIVE COMMITTEE MEETING
FEBRUARY 9, 2016
2:30 P.M.**

The following persons were present for the meeting: Chairperson David Quarry, Committee members Nicole Houck and Donna Isenberg; Jim Bair, James Decker, Sr.; Chief Rufus Brenneman, Mayor DeeDee Brown, Solicitor Richard Wilson, Assistant Borough Secretary Melody J. Parsons and Borough Manager William W. Wheeler

Visitors: Dean Harris, Gary Cramer, Amy Wise, and The Daily News.

Chairman Quarry called the meeting to order.

RECOGNIZE GUESTS AND PUBLIC COMMENT: Amy Wise from Huntingdon County Business and Industry was present to explain to Council how she could help with Grant Administration for the Borough.

FINAL DRAFT

Councilman Bair stated that Adam Miller has done a lot of grants. He would like to invite Adam Miller to the next Admin. Meeting to see what he may have to offer.

Executive Session called at 3:17 p.m. to discuss contractual litigation. Meeting reconvened at 4:00 p.m. a decision was made and it will be voted on Tuesday night.

Joe Pearce was present to explain to Council the procedure for creating a Parks and Recreation Authority.

BOROUGH MANAGER'S REPORT: No Report?

SOLICITOR'S REPORT: He has nothing to report.

OPEN ISSUES:

BOROUGH WEBSITE: Councilman Bair reported that he finally has reached the right person at Juniata College, Adam Steele. Adam feels he can take what we have and take it over to a new website. Councilman Decker asked for more information about Adam Steele. He thinks we should use a company. We need a completion date.

Councilman Bair responded that we should have something back from him by the end of next week.

POLICE OFFICER POSITION: Chief Brenneman reported that he is holding off on hiring a new police officer depending on the new contract.

BUCKET TRUCK: Supt. Yarnell found a bucket truck for \$13,000.00 with 82,000 miles on it.

GRANTS ADMINISTRATOR: Manager Wheeler is waiting to hear from the County.

TAR BUGGY: Manager Wheeler responded that Supt. Yarnell is in the process of looking for a tar buggy.

SEWER PLANT EMPLOYEE POSITION: Manager Wheeler will advertise before spring to hire two employees.

WTP TRUCK PURCHASE: Manager Wheeler stated that he has turned the WTP truck purchase over to Supt. Williams. The old WTP truck will be moved to the mowing crew.

ENGINEERING RFP: Manager Wheeler reported that he has sent out about ten RFPs.

CODE ENFORCEMENT POSITION: President Quarry stated we will be interviewing three people for the code enforcement position.

NEW BUSINESS:

SUPERVISOR RAISES:

HUNTINGDON WALK: Chairman Quarry stated that we will pay for five signs at \$60.00 a sign for the Walk Huntingdon Project.

FAX & COPIER FOR 911 CENTER/POLICE: Chief Brenneman presented information he researched regarding purchasing a copier. He explained that the County 911 will be paying for ½ of the copier and their share of the copies.

ADJOURNMENT:

BY: Melody J. Parsons
Assistant Borough Secretary