**REGULAR MONTHLY MEETING**

**HUNTINGDON BOROUGH COUNCIL**

**JANUARY 16, 2018**

**7:30 P.M.**

The Regular Monthly Meeting of Huntingdon Borough Council was called to order on Tuesday, January 16, 2018, at 7:30 P.M. in the Borough Council Chambers, 530 Washington Street, Huntingdon, PA 16652.

The meeting was called to Order by Council President Nicole Houck.

Mayor Wessels gave the Invocation followed by the Pledge of Allegiance.

Roll call indicated the following members present: President Nicole Houck, Vice-President Sean Steeg, Dave Quarry, Jim Bair, Johnathan Hyde, Terry Green, Robert Jackson, Engineer Ann Reynolds, Solicitor Richard Wilson, Mayor David Wessels, and Borough Manager William W. Wheeler.

Visitors: Sign In Sheet attached

**WELCOME TO VISITORS**:

President Houck explained that Council meeting rules will be following. The rules state 5 minutes allowed for each visitor requesting to speak.

Jim Cassatt, 2712 Warm Springs Avenue, asked if there is a moratorium in the highlands. He also asked who authorized the building permit for the new construction up at Westminster. Solicitor Wilson responded that there is not a moratorium but there is the Muddy Run Ordinance. Manager Wheeler stated that we are monitoring the construction. Mr. Cassatt asked if all the documents are in place as we speak. Manager Wheeler responded that he could not answer that now. President Houck responded that we will follow up with you, Mr. Cassatt.

Mike Smith, 315 11th Street, asked why Manager Wheeler is still here. President Houck responded that is personnel and it will only be discussed in Executive Session. Mr. Smith stated that HRI is over the deadline, 3 times there has been a water break on 17th Street, Blairfield Parking lot continues to flood, he called the Police Dept. on January 10th about a hit and run and it took 20 minutes for a policeman to arrive, why aren’t these things being taken care of. Chief Buckley responded that suggested that he contact him prior to an open meeting because he does not have any idea of what he is talking about.

Steve Jackson, 209 2nd Street, reported numerous street lights that are out. Manager Wheeler reported that we have been having better luck with getting the street lights taken care of.

Joan Cassatt, 2712 Warm Springs Avenue, expressed concern about the public comment rule due to the public does not see the agenda in advance. Councilperson Steeg explained that Council has agreed to have a “Community Chat Session” so that members of the public can come in a meet with some Councilmembers and ask questions or air concerns and provide feedback to Council. The session is planned for Wednesday, February 7th from 5:00 pm – 8:00 pm at the American Legion.

Motion was made by Councilperson Quarry, seconded by Councilperson Hyde to approve the following minutes. **Motion carried.**

* 1. Regular Meeting November 21, 2017
	2. Special Council Meeting November 21, 2017
	3. Regular Meeting December 19, 2017

Motion was made by Councilperson Steeg, seconded by Councilperson Quarry recommending the bills payable for January 2018 be approved for payment. Invoices have been reviewed. **Motion carried.**

Motion was made by Councilperson Steeg, seconded by Councilperson Jackson recommending the Financial Statements for December 2017 be approved. **Motion carried.**

**Old Business**

**New Business**

Motion was made by Councilperson Quarry, seconded by Councilperson Bair recommending the approval of the Borough Manager to purchase a small 4 wheel drive pick-up for the use of CEO not to exceed $8000.00 cost. **Motion carried.**

Motion was made by Councilperson Quarry, seconded by Councilperson Hyde recommending the approval of the new committee days beginning February 2018 as follows:

**1st Thursday of each month**

Water and Sewer Committee 3:30 P.M.

Community Development Committee 5:00 P.M.

Parks, Recreation, and Public Property Committee6:30 P.M.

**2ND Tuesday of each month**

Maintenance Committee 2:00 P.M

Public Safety Committee 3:00 P.M.

Administrative Committee 4:30 P.M.

**Motion carried.**

Appointments to Authorities, Boards, and Commissions:

Motion was made by Councilperson Hyde, seconded by Councilperson Jackson

reappointing William Martin – 4-year Term expiring January 2022 and reappointing Judith Ewing – 4 Year Term expiring January 2022 to the Planning Commission. (Correction to Leonard Hann appointment as his was done in 2017) **Motion carried.**

Motion was made by Councilperson Quarry, seconded by Councilperson Hyde reappointing John Kenyon – 5-year Term expiring January 2023 to the Water & Sewer Authority (Correction to Jay Muir appointment as his was done in 2017 and Correction to Beth Yocum appointment as hers was done in 2017) **Motion carried.**

Motion was made by Councilperson Hyde, seconded by Councilperson Bair reappointing Jay Muir – 2 Year Term expiring January 2020 to the Zoning Hearing Board– Not done in 2017. (Correction from Reorg meeting) **Motion carried.**

Motion was made by Councilperson Quarry, seconded by Councilperson Hyde reappointing Thomas Guisler – 3 Year Term expiring January 2021 to the Zoning Hearing Board. **Motion carried.**

Ambulance Authority-Terry Green was appointed as Council representative at the Reorganizational Meeting on January 1, 2018.

Motion was made by Councilperson Hyde, seconded by Councilperson Quarry Reappoint Kathleen Barlow – 6 Year Term expiring January 2024 to the Civil Service Commission. **Motion carried.**

Motion was made by Councilperson Hyde, seconded by Councilperson Jackson reappointing Matt Powell -5 Year Term expiring January 2023 to the Tree Commission. **Motion carried.**

Motion was made by Councilperson Bair, seconded by Councilperson Hyde approving the recommendation directing GHD to create RFPs for Water Tank Telemetry Replacement and Water Injection projects, and a grant request for water line replacement projects on [Washington/Warm Spring/Debris near Crawford/Storm Water Stuff].  **Motion carried.**

Motion was made by Councilperson Quarry, seconded by Councilperson Bair recommending the purchase of a bowl assembly pump at a cost of $12,264.52 from RAM. **Motion carried.**

Motion was made by Councilperson Steeg, seconded by Councilperson Bair recommending the approval of the Juniata College Cycling Association, Eastern Collegiate Cycling Conference-USA Cycling race day on Saturday, April 7th, 2018**. Motion carried.**

Motion was made by Councilperson Quarry, seconded by Councilperson Bair recommending the approval of Resolution No. 6-2017 Huntingdon Borough Commonwealth of Pennsylvania Fair Housing. **Motion carried.**

Motion was made by Councilperson Quarry, seconded by Councilperson Steeg recommending the approval of Resolution No. 7-2017 Huntingdon Borough Commonwealth of Pennsylvania Statement of Goals National Program for Minority Business Enterprises and Women Business Enterprises Executive Order 11625. **Motion carried.**

Motion was made by Councilperson Steeg, seconded by Councilperson Bair recommending the approval of Resolution No. 8-2017 Huntingdon Borough Commonwealth of Pennsylvania Section Three Plan. **Motion carried.**

Motion was made by Councilperson Quarry, seconded by Councilperson Bair recommending the approval of Resolution No. 9-2017 Huntingdon Borough Commonwealth of Pennsylvania authorizing the application of FFY 2017 CDBG from the DCED. **Motion carried.**

**Announcements:**

**Committee Reports:**

**Water & Sewer Committee** - Chairperson Steeg did not have a report this month.

**Parks, Recreation & Public Property Committee** – Chairperson Jackson reported that the Isett Foundation donated $100,000.00 to the Isett Community Pool to be put towards one of the following new projects. A splash pad, a kiddie pool, or a slide. He also reported that a $20,000.00 donation was given towards the construction of the Dog Park Project that the Park’s Commission has been working on. The donation was received from Patrick Hughes. He only requests is that the Dog Park is named in memorial of his late son Patrick Hughes. Manager Wheeler explained that he will establish a revenue line item and a corresponding expense code.

**Maintenance Committee** – Chairperson Green did not have a report this month.

**Community Development Committee** – Councilperson Hyde did not have a report this month.

**Public Safety Committee** – Chairperson Bair did not have a report this month.

**Chief’s Report** – Chief Buckley would like to invite everyone to the Active Shooter Training Thursday, January 18, 2018, at 7:00 pm at the Abbey Church.

**Administrative Committee** - Chairperson Houck did not have a report this month.

**Council President’s report**- President Houck thanked everyone for coming. She stated that she feels we have a good group and looks forward to working together.

**Mayor’s Report**- Mayor Wessels reported:

* Crossroads Pregnancy Center had a very successful open house.
* Thursday the 18th is the Active Shooter training, Public event, all are encouraged to come.
* Saturday, January 20th is the grand renaming event at the Dubois Building.
* February 6th meeting with Chief Buckley to discuss options for new parking meter system.
* Strengthening ties with Juniata College
* 3 weddings booked.
* Monthly radio spot on Honey 103
* Police seek local vendor for deferred compensation.

Motion was made by Councilperson Steeg, seconded by Councilperson Hyde approving the request of the Police Dept. to seek local vendor for the deferred compensation plan. **Motion carried.**

**Solicitor’s Report**- Solicitor Wilson did not have a report this month.

**Engineer’s Report**-Engineer Reynolds reported they received a letter from DEP with the comments regarding the 2014 water allocation permit.

**Borough Manager’s Report**-Manager Wheeler reported Habitat for Humanity will be developing on a vacant lot on 5th and Church Street.

Manager Wheeler explained that he has received 2 construction easements. One is for Jay Brous’s property at 2313 Warm Springs Avenue and the other is for Scott Fetzer’s at 216 Standing Stone Avenue.

Manager Wheeler reported that A1 Energy submitted a solar energy proposal for the area north of Woods Avenue. They ask the Borough to give them a letter stating that residential suburban is excluded from Solar Energy. Councilperson Quarry stated that they will still need to follow the Muddy Run ordinance. President Houck asked if Dr. Savory was asked. Manager Wheeler stated that he did not have any issues. Solicitor Wilson will review the zoning ordinance as pertaining to the solar situation. President Houck stated Manager Wheeler will send the letter pending the Solicitor’s review. Motion was made by Councilperson Bair, seconded by Councilperson Hyde. **Motion carried.**

**Any other business:**

Executive Session called at 8:22 pm to discuss personnel

Reconvened Session at 8:39 pm

Motion was made by Councilperson Quarry, seconded by Councilperson Bair approving the raises for Supervisors as follows: Manager Wheeler will receive a 3% raise, Tom Yarnell will receive a 3% raise, Steve Williams will receive a 3% raise, and Melody Parsons will receive a 5% raise due to the promotion to The Borough Secretary. **Motion carried.**

**Adjournment**

Motion was made by Councilperson Quarry, seconded by Councilperson Hyde to adjourn.

 by: Melody J Parsons

 Borough Secretary