

Huntingdon Borough Council Meeting

Tuesday, November 20, 2018

President Nicole Houck called the Huntingdon Borough Council meeting to order at 7:30 PM.

The invocation was given by Mayor David Wessels.

The Pledge of Allegiance was given by President Nicole Houck.

Roll Call was taken and the following were present: President Nicole Houck, Vice-President Sean Steeg, Councilman David Quarry, Councilman James Bair, Councilman Terry Green, Councilman Robert Jackson, Councilman Johnathan Hyde, Mayor David Wessels, Engineer Ann Reynolds, Borough Manager Daniel Varner, Chief of Police Jeffrey Buckley, Borough Solicitor Richard Wilson and Borough Secretary Richard King.

Guest present was Betty Quarry, Mike Smith, April Feagley, Jay Brouse, Stephen Jackson, Dean Harris, Patrolman Dustin Border, Patrolman Andy Young and Intern Alan Long, Penn State Altoona Campus, Criminal Justice.

President Nicole Houck then asked for the bid opening for the Request for Proposal for engineering and design work for Community Development Block Grant Activity.

- There was only one bid received and this was from GHD Engineer. This bid included Field Survey Work - \$135.00 per hour, two man crew; Title Descriptions for Easements and Right of Way - \$125.00 each; Design and Other Technical Engineering Services - \$87.00 per hour; Concept Design, Renderings, and other Technical Architectural Services - \$74.00 per hour; Development of Specifications, Bid Documents, Permit Applications, and other Written Documents - \$92.00 per hour; Engineering Advice and Guidance - \$121.00 per hour; Architectural Advice and Guidance - \$112.00 per hour; Construction Supervision - \$92.00 per hour; and Resident Inspection Services - \$78.00 per hour.

President Nicole Houck welcomed the visitors and asked if anyone had any comments at this time.

- Dean Harris spoke about the Juniata College students walking out in front of vehicles and someone is going to get hit. Nicole Houck said she would talk to Jesse Leonard on this. Chief Buckley said that if they are in the crosswalks, they have the right of way.
- Dean Harris spoke on the lighting at Juniata College and the students are wearing black clothes and you cannot see them till the last minute.
- Dean Harris commended the Maintenance Department for the job they did during this past snow storm.
- Mike Smith said at the last Maintenance Committee meeting, the committee was talking about sump pumps and why when one house the sump pump blew up and they just didn't take the hose off and put another on. Johnathan Hyde said that it did not blow up but it had frozen.
- Mike Smith talked about the Garbage Haulers running at night and running their packers.

- Steve Jackson talked about the Garbage Haulers going down the street and then backing up where this is not safe.

President Nicole Houck then proceeded to review and act on the minutes of the following meeting,

- Council Meeting – October 16, 2018
- Water & Sewer Committee Meeting – November 1, 2018
- Community Development Committee Meeting – November 1, 2018
- Parks, Recreation & Public Property Committee Meeting – November 1, 2018
- Maintenance Committee Meeting – November 13, 2018
- Public Safety Committee Meeting – November 13, 2018
- Administrative Committee Meeting – November 13, 2018

Motion was made by Councilman David Quarry and Second by Councilman Robert Jackson to approve the above minutes. Motion Carried.

President Nicole Houck then proceeded to approve payment of bills for November 2018.

Motion was made by Councilman Robert Jackson and Second by Councilman Johnathan Hyde to approve the payment of bills for November 2018. Motion Carried.

President Nicole Houck then proceeded to approve the Financial Statements for the Borough's Accounts for October 2018.

Motion was made by Councilman David Quarry and Second by Vice-President Sean Steeg to approve the Financial Statements for the Borough's Accounts for October 2018. Motion Carried.

Committee Reports.

Administrative

- The Administrative Committee recommends a motion to appoint David Fryer to the Planning Commission for a 3 year term to fill an unexpired term (January 2022)

Motion was made by Councilman Johnathan Hyde and Second by Councilman David Quarry to appoint David Fryer to the Planning Commission for a 3 year term to fill an unexpired term. (January 2022) Motion Carried

- The Administrative Committee recommends a motion to reappoint James Decker and Glenn Stampfle for another 4 year term to the Planning Commission. (January 2023)

Motion was made by Councilman David Quarry and Second by Councilman Johnathan Hyde to reappoint James Decker and Glenn Stampfle for another 4 year term to the Planning Commission. (January 2023) Motion Carried

- The Administrative Committee recommends a motion to approve Ordinance #2018-953 amending Ordinance 2018-951 to expand list of eligible projects as recommended by Bond Council. (Roll Call Vote)

President Nicole Houck

Yes

Vice President Sean Steeg	Yes
Councilman James Bair	Yes
Councilman Johnathan Hyde	Yes
Councilman David Quarry	Yes
Councilman Terry Green	Yes
Councilman Robert Jackson	Yes

Roll Call Vote 7 Yes 0 No Motion Carried

- The Administrative Committee recommends a motion be made to approve Resolution No. 16-2018 Authorization of Submittal FFY 2018 Community Block Grant Application.

Motion was made by Councilman David Quarry and Second by Councilman Robert Jackson to approve Resolution No. 16-2018 Authorization of Submittal FFY 2018 Community Block Grant Application. Motion Carried

- The Administrative Committee recommends a motion be made to approve Resolution No. 17-2018 Fair Housing Discrimination.

Motion was made by Councilman David Quarry and Second by Councilman Johnathan Hyde to approve Resolution 17-2018 Fair Housing Discrimination. Motion Carried.

- The Administrative Committee recommends a motion be made to approve Resolution No. 18-2018 Statement of Goals National Program for Minority Business Enterprises and Women Business Enterprises Executive Order 11625.

Motion was made by Councilman David Quarry and Second by Councilman James Bair to approve Resolution No. 18-2018 Statement of Goals National Program for Minority Business Enterprises and Women Business Enterprises Executive Order 11625. Motion Carried.

- The Administrative Committee recommends a motion be made to approve Resolution No. 19-2018 Section 3 Plan.

Motion was made by Councilman David Quarry and Second by Vice-President Sean Steeg to approve Resolution No. 19.2018 Section 3 Plan. Motion Carried.

- The Administrative Committee recommends a motion to approve Resolution 20-2018 allocating the Pennsylvania Municipal Retirement 2018 Excess Interest to the retiree's and survivors. (Roll Call Vote)

President Nicole Houck	Yes
Vice-President Sean Steeg	Yes
Councilman James Bair	Yes
Councilman Johnathan Hyde	Yes
Councilman David Quarry	Yes

Councilman Terry Green		Yes	
Councilman Robert Jackson		Yes	
Roll Call Vote	7 Yes	0 No	Motion Carried

Community Development Committee

- The Community Development Committee recommends a motion be made to accept the lowest bid from GHD for the Request for Proposals for engineering and design work for Community Development Block Grant Activity.

Motion was made by Councilman David Quarry and Second by Vice-President Sean Steeg to accept the lowest bid from GHD for the request for proposals for engineering and design work for Community Development Block Grant Activity. Motion Carried.

- The Community Development Committee recommends a motion be made to authorize the Code Enforcement Officer James Morris to write a letter to Westminster Woods indicating their proposed project is an acceptable use for that zone.

Motion was made by Vice-President Sean Steeg and Second by James Bair to authorize the Code Enforcement Officer James Morris to write a letter to Westminster Woods indicating their proposed project is an acceptable use for that zone. Motion Carried.

Maintenance Committee – Nothing to Report

Parks, Recreation & Public Property Committee

- Councilman Robert Jackson reported that the Isett Community Swimming Pool is closed for the year. He said the repairs have been done.
- Councilman Robert Jackson reported that the Splash Pad design work is almost done.
- Tentative schedule is to bid out in January 2019 and open bids in February 2019.
- Councilman Robert Jackson reported that the Little Library is up in the Community Gardens.
- Councilman Robert Jackson reported that we might be looking at adding a 2nd smaller pavilion at Portstown Park.
- Councilman Robert Jackson reported that we are looking at repairing the current pavilion and you cannot start reserving until the first of the year.
- Councilman Robert Jackson reported that we are looking at the lights at Portstown Park and believe there is a short somewhere.

Public Safety Committee

- Councilman James Bair commended the Huntingdon Police Department and other Agencies for the recent drug bust.

Water & Sewer Committee

- Vice-President Sean Steeg reported that the Wastewater Treatment Plant has sold their Nitrogen Credits and will be receiving over \$24,000.00.
- Vice President Sean Steeg reported the Trickling Filter Project is underway.
- The Water & Sewer Committee recommends a motion to approve the chemical bids for the Wastewater Treatment Plant from Univar for DelPAC 1525 for 10,000.00 gallons in the amount of \$22,820.00; Coyne Chemical for Zetag 8828 FSB for 3,500 gallons in the amount of \$42,778.40; and Univar for Methanol for 38,000 gallons in the amount of \$66,880.00.

Motion was made by Councilman David Quarry and Second by Councilman James Bair to approve the chemicals bids for the Wastewater Treatment Plant from Univar for DelPAC 1525 for 10,000 gallons in the amount of \$22,820.00; Coyne Chemical for Zetag 8828 FSB for 3,500 gallons in the amount of \$42,778.40' and Univar for Methanol for 38,000 gallons in the amount of \$66,880.00. Motion Carried.

- The Water & Sewer Committee recommends a motion to approve the chemical bids for the Water Treatment Plant from Univar for DelPAC 2020 for 25,000 gallons in the amount of \$50,425.00.

Motion was made by Councilman James Bair and Second by Councilman David Quarry to approve the chemical bids for the Water Treatment Plant from Univar for DelPAC 2020 for 25,000 gallons in the amount of \$50,425.00. Motion Carried.

- The Water & Sewer Committee recommends a motion to approve the first payment to Heisley Mechanicals in the amount of \$501,750.00 for repairs to the Trickling Filter.

Motion was made by Councilman David Quarry and Second by Council Robert Jackson to approve the first payment to Heisley Mechanicals in the amount of \$501,750.00 for repairs to the Trickling Filter. Motion Carried.

- The Water & Sewer Committee recommends a motion to approve payment to HRI for repairs to the 60" Storm Sewer caused by Norfolk Southern train derailment in the amount of \$90,000.00.

Motion was made by Vice-President Sean Steeg and Second by Councilman Johnathan Hyde to approve payment to HRI for repairs to the 60" Storm Sewer caused by Norfolk Southern train derailment in the amount of \$90,000.00. Motion Carried

- The Water & Sewer Committee recommends a motion to approve payment to HRI for repairs to the 48” CSO sinkhole at Your Building Center in the amount of \$9,975.00.

Motion was made by Councilman David Quarry and Second by Councilman Robert Jackson to approve payment to HRI for the repairs to the 48” CSO sinkhole at Your Building Center in the amount of \$9,975.00. Motion Carried.

- The Water & Sewer Committee recommends a motion to file a damage claim with Norfolk Southern for repair cost and engineer cost for repairs to the 60” Storm Sewer damaged by the train derailment.

Motion was made by Councilman James Bair and Second by Councilman David Quarry to file a damage claim with Norfolk Southern for repair cost and engineer cost for repairs to the 60” Storm Sewer damaged by the train derailment. Motion Carried.

- The Water & Sewer Committee recommends a motion to approve GHD to perform an engineering analysis of Chlorine Residual sampling results and sampling points and to evaluate and recommend options for obtaining the required Chlorine Residual levels. Cost not to exceed \$5,000.00.

Motion was made by Councilman David Quarry and Second by Councilman Johnathan Hyde to approve GHD to perform an engineering analysis of Chlorine Residual sampling results and sampling points and to evaluate and recommend options for obtaining the required Chlorine Residual levels. Cost not to exceed \$5,000.00. Motion Carried.

Old Business. Nothing to report.

New Business. Nothing to report

Presidents Report.

- President Nicole Houck commended the Maintenance Department on the Snow removal from the Storm.
- President Nicole Houck stated she wanted to wish everyone a Happy Thanksgiving and this is the time to spend with your family.

Mayors Report.

- Mayor David Wessels reported that he had performed one wedding and \$100.00 fee was assessed.
- Mayor David Wessels reported that we are currently over \$31,000.00 of our goal of \$32,000.00 for the USDA Matching Grant.
- Mayor David Wessels reported that we are still working on the Web Video Info Series

- Mayor David Wessels reported that the Tree Lighting event will be held on November 30, 2018 with food vendors, singing, entertainment, carriage rides and Santa will be in Sweet Heats Confection Shop.
- Mayor David Wessels reported that the J.C. Blair Gala Event was a Huge success and there were 100 more people than previous years. He said this was a perfect example of the community coming together. He said the planners of this event are to be commended.
- Mayor David Wessels wanted to wish everyone a Happy Thanksgiving.
- Mayor David Wessels stated that Dan Varner and he will be doing a new event / parade form with pertinent information that will list what all they would need. He said this will be out the first of the year.

Solicitors Report.

- Solicitor Richard Wilson reported that he had reviewed the bidding process used for the request for proposal in regards to engineering for the CDBG program. He stated that the notice in the Daily News complied with the requirements, and he approved both the RFP notice and Bid from GHD.

Engineers Report.

- Engineer Ann Reynolds stated that the Presbyterian Homes had requested a letter confirming the boroughs ability to meet the Water & Sewer needs of their tentative project. She indicated they had furnished them a letter.

Chief of Police Report.

- Chief Jeff Buckley stated that there will be a fundraiser tomorrow with 50 students coming and asked if they could use the Council Room instead of being out side.

Borough Manager Daniel Varner requested an Executive Session to go over personnel issues at 8:06 PM.

Executive Session ended at 8:20 PM.

- The Administrative Committee recommends a motion to amend the current AFSCME contract, Page 20, Paragraph 1, line 3 to change the date to 12-1-2018.

Motion was made by Vice-President Sean Steeg and Second by Councilman David Quarry to amend the current AFSCME contract, Page 20, Paragraph 1, line 3 to change the date to 12-1-2018. Motion Carried.

- The Administrative Committee recommends a motion to approve and accept the United Healthcare proposal for Health Insurance coverage for Borough Employees effective 12-1-2018.

Motion was made by Councilman David Quarry and Second by Johnathan Hyde to approve and accept the United Healthcare proposal for Health Insurance coverage for Borough Employees effective 12-1-2018. Motion Carried.

Any other Business.

- Borough Manager Dan Varner spoke on the Healthcare and thanked Chris Stevens and the committee for working so hard on this the last couple of months and thanked Council.
- Borough Manager Daniel Varner stated that the 2019 proposed balanced budgets will be out for public review on December 2, 2018 and they will be up for adoption at the December Council meeting.
- Councilman James Bair stated that the Christmas Parade will be held on December 15, 2018 at 7:00 PM. He said that the registration forms will be on the Huntingdon Regional Fire Departments website.

Motion was made by Vice-President Sean Steeg and Second by Councilman James Bair to adjourn the Council meeting. Motion Carried.

Minutes respectfully submitted by,

Richard S. King
Huntingdon Borough Secretary