

Huntingdon Borough Administrative Committee Meeting

Tuesday, April 9, 2019

The Huntingdon Borough Administrative Committee meeting was called to order by Vice-President Sean Steeg at 4:30 PM in the Borough Conference Room.

Committee members present were Councilman Terry Green and Councilman Sean Steeg.

Members present were Councilman David Quarry, Councilman Robert Jackson, Councilman Johnathan Hyde, Councilman James Bair, Assistant Borough Manager Chris Stevens, Borough Manager Daniel Varner and Borough Secretary Richard King.

Guest present was Tom Bilich.

Councilman Sean Steeg recognized the guest present and asked for their comments.

- Tom Bilich spoke on the Landlord Rental Ordinance. He said that this will effect a small percentage of the renters and the landlords will be using this to evict their tenants. He said that you must have an address to enroll your kids into the school system. He said that you will be destroying a few families if this is passed. He said that their rents will be going up and they cannot afford to pay. Sean Steeg said that this Ordinance is for the Health and Public Safety reasons. There was a discussion on this.

Councilman Sean Steeg then proceeded to the Solicitors report.

- Solicitor Richard Wilson spoke on the 2 vacant lots are being given to Huntingdon Borough by Sonny Heine and the letter on environmental issues.
- Solicitor Richard Wilson stated that there will be a hearing on the 513 16th Street property owned by Mark T. and Maryann Stewart at 6:30 PM in the Borough Council Room on Tuesday, May 21, 2019.
- Solicitor Richard Wilson said that he will run this hearing and James Morris, Code Enforcement Officer will be the only one interviewed for the borough.
- Solicitor Richard Wilson said that there will be a 2 to 3 minutes per person for the public to speak.
- Solicitor Richard Wilson said that Borough Council needs to ask James Morris questions.
- Solicitor Richard Wilson stated that he will do a draft adjudication and order. He said the Stewarts will have thirty (30) days to appeal to the Judge.
- Solicitor Richard Wilson said that they will have to have this fixed up within thirty (30) days and if the Stewarts do not make repairs then Huntingdon Borough can proceed.
- James Bair said that he wants the people to know that Huntingdon Borough is working on this.
- Dan Varner asked Solicitor Wilson what happens if the Stewards just give the property to Huntingdon Borough. Rich said to accept it as long as there are no liens on this property.
- Dan Varner asked Solicitor Wilson if the Ticket Ordinance and Cellular Ordinance will be brought up this month. Solicitor Wilson said that the Cellular Ordinance has been given to the engineer for their review and has not received anything back from them.
- Dan Varner asked Solicitor Wilson if the borough could set weight limits in our parking lots. He said that Norfolk Southern is coming straight across with their big trucks towards 7th Street and the speed bump that was in place was busted up. Solicitor Wilson said that we could put up signs that states passenger cars and light trucks only and no thru traffic except local deliveries only.

Solicitor Wilson said that you could set a Resolution banning heavy vehicles and do an Ordinance to set fines and violators could be cited for no trespass.

Councilman Sean Steeg then proceeded to the Borough Managers report.

- Dan Varner asked Chris Stevens to report on the office computers. Chris Steven said that the recommendation is to purchase new computers for the office staff (Kylie, Amy and Rick) will be getting new ones with Microsoft Office 2016, Windows 10, 2 screens for \$1,532.00 each. Chris said that we will take the best of the old ones and put one up front and one for the Water and Sewer payments at the window. Dan Varner said that the cost of this this will be split three (3) ways between General, Water and Sewer.
- Dan Varner asked Solicitor Richard Wilson, if there was a limit on the number of Liquor Licenses in the borough. Dan said that we have received a letter from the Liquor Control Board for the Stone Town Gallery applying for a Liquor License, the Weis Market has received theirs and started renovating and it looks like Sheetz will be getting one. Dan said that he thought that Borough Council needs to approve these. Solicitor Wilson said that he will do some research on this.

Councilman Sean Steeg then proceeded to Open Issues.

- Sean Steeg stated that the non-discrimination workshop will be held on Thursday, May 23, 2019.
- Sean Steeg reported that the computers are in and Chris and he had set them up.
- Sean Steeg said that he is working on a huntingdonboro@gmail.com to put minutes and agenda's on and to store the information on google drive.
- Sean Steeg asked about the internship and Dan Varner stated that the Mayor was working on this.
- Sean Steeg asked about the Business Development Committee and Johnathan Hyde said that he was to be provided a list but has not received this. Johnathan Hyde is to reach out to Nicole Houck on this.
- Sean Steeg asked about the Zoning Ordinance revision. Solicitor Wilson said that this was a very complicated situation, and he will contact other areas and hopefully have something by May or June. Dan Varner said that this is a long process.

Councilman Sean Steeg then proceeded to New Business.

- Sean Steeg stated that he would like to add John Chris Stevens as a signatory on all borough checking accounts.

The Administrative Committee recommends a motion to add John Chris Stevens as a signatory on all borough checking accounts.

Executive Session was called at 5:23 PM.

Executive Session ended at 5:45 PM with no action taken. This session was for Contract issues.

Meeting adjourned at 5:55 PM.

Minutes submitted by,

Richard S. King

Richard S. King
Borough Secretary