

Huntingdon Borough Administrative Committee Meeting

Tuesday, November 13, 2018

The Administrative Committee meeting was called to order by Chairman Nicole Houck at 4:30 PM.

Committee members present were Vice-President Sean Steeg and Councilman Terry Green.

Members present were Councilman James Bair Jr., Councilman Robert Jackson Jr., Councilman Johnathan Hyde, Mayor David Wessels (4:40 PM), Borough Manager Daniel Varner, Assistant to the Borough Manager Chris Stevens, Borough Solicitor Richard Wilson and Borough Secretary Richard King.

Guest present were Rick Bayer, Steve Heine, Don Bachman, Jim Decker, Donna Isenberg, Tammy Stuber, Tyler Kowtoski, Darwin Kysor, Patricia Hunter, and Anthony Bullett.

Chairman Nicole Houck asked for public comments from the guests present.

- Jim Decker spoke on the Town Clock and having an opportunity for grant money. He said that for them to get this grant they would need a letter signed by Borough Council showing that they will financially support this.
- George Drobnock said there was a discussion on the responsibility on the clock about 100 years ago. He said that in 1910 there was a fire and the clock was purchased and maintained by the borough. He said that in 1940, there was limited maintenance on the clock and the cables became a safety issue. In the 50's the clock was modernized.
- George Drobnock said that we need to get RFP's estimates and restore it historically back to the 1950's, by refurbishing the tower, face and mechanism.
- Chairman Nicole Houck said that we will need the RFP and Application to see if the borough can come up with any money.
- Jim Decker spoke on the grant and said they will work towards obtaining donations.
- George Drobnock stated that the borough has to be the applicant. He also said that the borough has an agreement with the church and said he found newspapers about the repair after the fire. He said the application is due by April 1, 2019. Nicole Houck said that we need the RFP's brought back next month to the Community Development Committee.
- Mayor David Wessels spoke on the matching grant and said that we are starting from scratch. Jim Decker said that there has been fundraising started for the Town Clock and there is over \$2,000.00 seed money and the Presbyterian Church has agreed to give \$6000.00.
- George Drobnock will put out the RFP's.
- Donna Isenberg asked if there was money left from the Orlady Wall loan fund that could be used for the clock. Dan Varner reported no that the loan was exhausted.

Chairman Nicole Houck said that we will wait till Solicitor Richard Wilson report to discuss the Anti-discrimination.

Chairman Nicole Houck then proceeded to the Borough Managers report.

- Dan Varner said that he has received one letter from David Fryer to be on the Planning Commission.

The Administrative Committee recommends a motion to appoint David Fryer to the Planning Commission Committee for a 4 year term

- Dan Varner reported that Jim Decker and Glenn Stampfle term on the Planning Commission will be expiring.

The Administrative Committee recommends a motion be made to reappoint Jim Decker and Glenn Stampfle for another 4 year term to the Planning Commission.

- Dan Varner spoke on the 2018 Excess Interest from the Pennsylvania Municipal Retirement System. He said that since the retirees and survivors have not received a raise since 2007, his recommendation would be to allocate the excess interest to them.

The Administrative Committee recommends a motion be made to approve Resolution 20-2018 allocating the 2018 Excess Interest to the retirees and survivors.

- Dan Varner said that he has contacted the bond council for an amendment to the \$300,000.00 loan Orlady Wall, Police Radios and Traffic Signals and the Town Clock.

The Administrative Committee recommends that a motion be made for the bond council to amend the \$300,000.00 loan as recommended by them.

- Dan Varner said that he has spoken with both banks on the boroughs accounts and the interest we will be receiving.
- Dan Varner said that he would like to see us bring the PLGIT money home to a local bank.
- Dan Varner said that we need to take a look at all accounts on a regular basis to get the best return possible.
- Dan Varner spoke about being told that the City of Altoona pays all of their bills with a credit card and they get a cash return from this. He said he has talked to our Auditor and he is ok with this but make sure on the accounts that you are paying. Solicitor Richard Wilson said as long as bills are paid there is no need for a motion.
- Dan Varner spoke on money that was left over for Portstown Park that was set aside. He said we could use this for repairs.
- Dan Varner said that he has an electrical engineer coming in Thursday for the Portstown Park electrical problems.

Chairman Nicole Houck then proceeded to the Solicitors report.

- Solicitor Richard Wilson spoke on the proposed anti-discrimination ordinance and said that this was an emotional issue and he is criticizing the ordinance not persons who have suffered discrimination. He said that the fact the Borough Council has been talking about this is a win. He said that the PA Human Relations Act has issued a policy in August 2018 which includes the material in the ordinance. He said this was not covered in the policy of 2002. He said that you have 180 days to file a complaint with the PA Human Relations Act. He said that Huntingdon Borough cannot make an employer pay

for firing someone or landlords not renting. He said that you can sue under the PA Human Relations Act.

- Anthony Bullett said the policy was not law yet. He said that this was a legal challenge and would like to see the borough force the state to do this. Solicitor Richard Wilson said our local state representatives is attempting to pass a bill that would kill this ordinance.
- Chairman Nicole Houck said that we will hold a workshop session on December 20, 2018 to go over and discuss the proposed ordinance.
- Solicitor Richard Wilson said that he would like to talk to someone that has actually done the work and he would continue to perform research on this ordinance.

Chairman Nicole Houck then proceeded to the Mayors report. He had nothing to report.

Chairman Nicole Houck then proceeded to Open Issues.

- Chairman Nicole Houck said that she has not done anything on the Internships, Junior Council person or College Council person.
- Dan Varner report that he has the information for the Borough Managers Job Description.
- Dan Varner said that everyone has received the Cemetery and Liquid Fuels Budget. He said that the General, Water and Sewer will change with the Health Insurance costs. He said that when he receives this info, everyone will get a complete and balanced budget.
- Chairman Nicole Houck said that she is not getting emails again. Dan Varner is to check on this.

Chairman Nicole Houck then proceeded to New Business.

- Chairman Nicole Houck said that we need to make a recommendation for a motion on the following Resolutions.
- Resolution No. 16-2018 Authorization of Submittal FFY 2018 Community Block Grant Application
- Resolution No. 17-2018 Fair Housing Discrimination
- Resolution No. 18-2018 Statement of Goals National Program for Minority Business Enterprises and Women Business Enterprises Executive Order 11625.
- Resolution No. 19-2018 Section 3 Plan.

The Administrative Committee recommends that a motion be made for the following Resolutions, Resolution No. 16-2018; Resolution No. 17-2018; Resolution No. 18-2018; and Resolution No. 19-2018.

The Administrative Committee went into Executive Session at 5:53 PM.

The Executive Session ended at 6:25 PM with no action taken.

The meeting adjourned at 6:25 PM

Minutes submitted by,

Richard S. King
Borough Secretary