**Huntingdon Borough Council Meeting Minutes**

**Tuesday, December 15, 2020**

The Huntingdon Borough Council Meeting was held in person and virtually by Webex Conference in the Borough Council Room, 530 Washington Street, Huntingdon, PA 16652.

President Johnathan Hyde called the Borough Council meeting to order at 7:32 PM.

The invocation was given by Mayor David Wessels.

The Pledge of Allegiance was presented by President Johnathan Hyde.

Roll call was taken by Borough Secretary Richard King.

Members present in the Borough Council Room were President Johnathan Hyde, Councilman David Quarry, Councilman David Fortson, Councilwomen Dee Dee Brown, Chief of Police Jeff Buckley, Borough Manager Chris Stevens and Borough Secretary Richard King.

Members virtual were Vice-President Sean Steeg, Councilman James Bair, Councilman Terry Green, Mayor David Wessels, Borough Engineer Ann Reynolds and Borough Solicitor Richard Wilson.

Huntingdon Borough Police Officer Andrew Young was present in the Borough Council Room.

There were no guest present or virtually for this meeting.

President Johnathan Hyde called for the review and act on the minutes of the following meetings:

* Borough Council Meeting – November 17, 2020
* Water & Sewer Committee Meeting – December 3, 2020
* Community Development Committee Meeting – December 3, 2020
* Parks, Recreation & Public Property Committee Meeting – December 3, 2020
* Maintenance Committee Meeting – December 8, 2020
* Public Safety Committee Meeting – December 8, 2020
* Administrative Committee Meeting – December 8, 2020

**A motion was made by Councilman David Quarry to accept the minutes and second was made by Councilman David Fortson. Motion Carried.**

President Johnathan Hyde called for a motion and second to approve payment of the December 2020 bills.

**A motion was made by Councilman David Quarry to approve the payment of the December 2020 bills and second by Councilman David Fortson. Motion Carried.**

President Johnathan Hyde call for a motion and second to approve the Financial Statements of all Borough accounts for November 2020.

**A motion was made by Councilman David Quarry to approve the Financial Statements of all Borough accounts for November 2020 and second by Councilman Terry Green. Motion Carried.**

President Johnathan Hyde proceeded to the Committee reports.

President Johnathan Hyde called on the Administrative Committee report.

Councilman David Quarry reported the Administrative Committee recommends a motion to approve the balanced 2021 Huntingdon Borough Budget with no tax increase.

Councilman David Quarry read the Revenues and Expenses of the 2021 Budget.

|  |  |  |
| --- | --- | --- |
| Account | Revenues | Expenses |
| General  | $3,579,362.70 | $3,579,362.70 |
| Water | $2,926,369.99 | $2,926,369.99 |
| Sewer | $3,027,760.56 | $3,027,760.56 |
| Liquid Fuels | $236,718.00 | $236,718.00 |
| Cemetery | $32,600.00 | $32,600.00 |
| Isett Community Pool | $98,656.00 | $98,656.00 |
| Total Budget | $9,901,467.25 | $9,901,467.25 |

**A motion was made by Councilwomen Dee Dee Brown to approve the balanced 2021 Huntingdon Borough Budget with no tax increase and second by Councilman David Fortson. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to approve Ordinance No. 2020-964 fixing and levying the tax rate for the fiscal year commencing January 1, 2021 at 18 mills for general borough and 2 mills for fire purposes.

**A motion was made by Vice-President Sean Steeg to approve Ordinance No. 2020-964 fixing and levying the tax rate for the fiscal year commencing January 1, 2021 at 18 mills for general borough and 2 mills for fire purposes and second by Councilwomen Dee Dee Brown. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to approve Resolution No. 2020-15 on raising fees for Demotion permits and Zoning checklist.

|  |  |  |
| --- | --- | --- |
| Name | Current Permit Fee | 2021 Permit Fee |
| Demolition Permit | $25.00 | $125.00 |

|  |  |  |
| --- | --- | --- |
| Name | Project Cost | 2021 Permit Fee |
| Zoning Checklist | $0.00 to $1,499.00 | $0.00 |
|  | $1500.00 to $100,000.00 | $35.00 |
|  | $100,001.00 to $500,000.00 | $75.00 |
|  | $500,001.00 to $1,000,000.00 | $150.00 |
|  | $1,000,001.00 to $5,000,000.00 | $300.00 |
|  | $5,000,001.00 and up | $500.00 |

President Johnathan Hyde asked Borough Manager Chris Stevens to explain why this is being done.

Borough Manager Chris Stevens said that at this time we are losing money. He said by doing this we would cover expenses of the Code Enforcement Officer for his research and time.

**A motion was made by Councilwomen Dee Dee Brown to approve Resolution No. 2020-15 on raising fees for Demolition permits and Zoning checklist and second by Vice-President Sean Steeg. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to appoint Richard Wilson as Huntingdon Borough Solicitor.

**A motion was made by Councilwomen Dee Dee Brown to appoint Richard Wilson as Huntingdon Borough Solicitor and second by Councilman David Fortson. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to appoint GHD as Huntingdon Borough Engineer.

**A motion was made by Councilman David Quarry to appoint GHD as Huntingdon Borough Engineer and second by Councilwomen Dee Dee Brown. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to retain CBT Bank and First National Bank as depository of all borough funds.

**A motion was made by Councilwomen Dee Dee Brown to approve CBT Bank and First National Bank as depository of all borough funds and second by Councilman David Fortson. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to appoint Robert Ritchey as Huntingdon Borough Treasurer.

**A motion was made by Councilwomen Dee Dee Brown to appoint Robert Ritchey as Huntingdon Borough Treasurer and second by Councilman David Fortson. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to appoint Richard S. King as Huntingdon Borough Secretary.

**A motion was made by Councilman David Fortson to appoint Richard S. King as Huntingdon Borough Secretary and second by Councilwomen Dee Dee Brown. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to appoint John C. Stevens as Huntingdon Borough Manager.

**A motion was made by Councilwomen Dee Dee Brown to appoint John C. Stevens as Huntingdon Borough Manager and second by Councilman David Fortson. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to appoint James Grace to the Huntingdon Borough Vacancy Board.

**A motion was made by Councilman David Fortson to appoint James Grace to the Huntingdon Borough Vacancy Board and second by Councilwomen Dee Dee Brown. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to appoint Mayor David Wessels as Huntingdon Borough Right to Know Officer.

**A motion was made by Councilman David Fortson to appoint Mayor David Wessels as Huntingdon Borough Right to Know Officer and second by Councilwomen Dee Dee Brown. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to appoint James Morris as Huntingdon Borough Code Enforcement Officer.

**A motion was made by Councilwomen Dee Dee Brown to appoint James Morris as Huntingdon Borough Code Enforcement Officer and second by Vice-President Sean Steeg. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to appoint Musser Sewer & Septic, LLC as Huntingdon Borough Sewage Enforcement Officer.

**A motion was made by Councilwomen Dee Dee Brown to appoint Musser Sewer & Septic, LLC as Huntingdon Borough Sewage Enforcement Officer and second by Councilman David Fortson. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to appoint Andrew Young as Emergency Management Director / Coordinator.

**A motion was made by Councilman James Bair to appoint Andrew Young as Huntingdon Borough Emergency Management Director / Coordinator and second by Councilman David Fortson. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to appoint Richard Buza, MD as Huntingdon Borough Health Officer.

**A motion was made by Councilman David Fortson to appoint Richard Buza, MD as Huntingdon Borough Health Officer and second by Councilwomen Dee Dee Brown. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to reappoint Donna Isenberg to the Huntingdon Ambulance Authority for a 5-year term.

**A motion was made by Councilwomen Dee Dee Brown to reappoint Donna Isenberg to the Huntingdon Ambulance Authority for a 5-year term and second by Councilman David Fortson. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to reappoint William McIlroy to the Civil Service Commission for a 6-year term.

**A motion was made by Councilman James Bair to reappoint William McIlroy to the Civil Service Commission for a 6-year term and second by Councilwomen Dee Dee Brown. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to reappoint Grant Stewart to the Parks Commission for a 5-year term.

**A motion was made by Vice-President Sean Steeg to reappoint Grant Stewart to the Parks Commission for a 5-year term and second by Councilwomen Dee Dee Brown. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to reappoint Thomas Guisler to the Water & Sewer Authority for a 5-year term.

**A motion was made by Councilman David Fortson to reappoint Thomas Guisler to the Water & Sewer Authority for a 5-year term and second by Councilwomen Dee Dee Brown. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to reappoint Raymond “Mike” Kemp to the Zoning Hearing Board for a 5-year term.

**A motion was made by Councilman David Fortson to reappoint Raymond “Mike” Kemp to the Zoning Hearing Board for a 5-year term and second by Councilwomen Dee Dee Brown. Motion Carried.**

Councilman David Quarry reported the Administrative Committee recommends a motion to reappoint Thomas Guisler to the Zoning Hearing Board for a 5-year term.

**A motion was made by Councilman Terry Green to reappoint Thomas Guisler to the Zoning Hearing Board for a 5-year term and second by Vice-President Sean Steeg. Motion Carried.**

President Johnathan Hyde called on the Community Development Committee report.

Councilwomen Dee Dee Brown thanked Borough Council for allowing her to serve on the committees.

Councilwomen Dee Dee Brown said that she has received the Community Development minutes for 2020 and she has reviewed them so she is up to date on what is going on.

President Johnathan Hyde called on the Maintenance Committee report.

Councilman Terry Green said to drive carefully doing this winter storm we will be getting.

President Johnathan Hyde called on the Parks, Recreation & Public Property Committee report.

Councilman David Fortson reported the Parks, Recreation & Public Property Committee recommends a motion to name a trail that comes off Cemetery Trail and runs parallel to Oak & Beech Trail and connects to Bearcat Trail as Reznor Trail.

**A motion was made by Councilman David Quarry to name a trail that comes off Cemetery Trail and runs parallel to Oak & Beech Trail and Connects to Bearcat Trail as Reznor Trail and second by Councilwomen Dee Dee Brown. Motion Carried.**

Councilman David Fortson reported the Parks, Recreation & Public Property Committee recommends a motion to pay Lawnscape LTD $7,500.00 from the Blair Field City League Baseball Field grant for Change Order No. 1.

**A motion was made by Councilman David Quarry to pay Lawnscape LTD $7,500.00 from the Blair Field City League Baseball Field grant for Change Order No. 1 and second by Councilman James Bair. Motion Carried.**

President Johnathan Hyde called on the Public Safety Committee report.

Councilman James Bair thanked the 1st responders, fire, police and ambulance for the job they have done and continuing to do.

Councilman James Bair reported the Huntingdon Regional Fire & Rescue has received 37 calls in November and the year to date calls is 325.

Councilman James Bair wished everyone a Merry Christmas and a Happy New Years.

President Johnathan Hyde called on the Water & Sewer Committee report.

Vice-President Sean Steeg reported the Water & Sewer Committee recommends a motion to amend the agreement with GHD in preparing the Wastewater Treatment Plant NPDES permit renewal package for $17,500.00.

**A motion was made by Councilman David Quarry to amend the agreement with GHD in preparing the Wastewater Treatment Plant NPDES permit renewal package for $17,500.00 and second by Councilman David Fortson. Motion Carried.**

Vice-President Sean Steeg reported the Water & Sewer Committee recommends a motion to submit the Wastewater Treatment Plant application for their NPDES permit to the Commonwealth of PA for $7,500.00.

**A motion was made by Councilman David Quarry to submit the Wastewater Treatment Plant NPDES permit for $7,500.00 and second by Councilman David Fortson. Motion Carried.**

Vice-President Sean Steeg reported the Water & Sewer Committee recommends a motion to have GHD purchase for the Water Treatment Plant, computers and programming for the SCADA system in the amount of $58,000.00.

**A motion was made by Councilman David Quarry to have GHD purchase for the Water Treatment Plant, computers and programming for the SCADA system in the amount of $58,000.00 and second by Councilman David Fortson. Motion Carried.**

Executive Session was not called for.

President Johnathan Hyde proceeded to old business.

There was nothing reported under old business.

President Johnathan Hyde proceeded to new business.

There was nothing reported under new business.

President Johnathan Hyde proceeded to the Presidents report.

President Johnathan Hyde reported that since the resignation of Councilwomen Nicole Houck, he has appoint Councilman David Quarry as Chairman of the Administrative Committee, Councilwomen Dee Dee Brown as Chairman of the Community Development Committee and Dee Dee Brown will be a member of the Parks, Recreation & Public Property Committee.

President Johnathan Hyde thanked all the borough employees and wished everyone a Merry Christmas and a Happy New Years.

President Johnathan Hyde proceeded to the Chief of Police report.

Chief of Police Jeff Buckley had nothing to report.

President Johnathan Hyde proceeded to the Mayors report.

Mayor David Wessels reported that he performed a tree house wedding and the fee was assessed.

Mayor David Wessels spoke on the winter storm coming and asked that vehicles be moved to have the streets cleaned off.

Mayor David Wessels said that he will be giving out the prizes that were awarded during the tree lighting ceremony.

Mayor David Wessels wished everyone a Merry Christmas and a Happy New Years.

President Johnathan Hyde proceeded to the Engineers report.

Engineer Ann Reynolds congratulated the borough on their water line replacements on Penn Street.

Engineer Ann Reynolds thanked the members for their support in GHD.

Engineer Ann Reynolds wished everyone a Merry Christmas and a Happy New Years.

President Johnathan Hyde proceeded to the Borough Solicitors report.

Solicitor Richard Wilson thanked the members for his appointment as Huntingdon Borough Solicitor.

Solicitor Richard Wilson said that the communications were great and things were done efficiently.

Solicitor Richard Wilson wished everyone a Merry Christmas and a Happy New Years.

President Johnathan Hyde proceeded to the Borough Managers report.

Borough Manager Chris Stevens said the funds we have are still positive for 2020.

Borough Manager Chris Stevens spoke on the traffic lights being changed back to normal at 7th & Washington Street and at 8th & Penn Street. Chris Stevens said they had to order parts for the 8th & Washington Street traffic lights. Chris Stevens said that he wanted everyone to drive carefully during this change.

Borough Manager Chris Stevens thanked Borough Council, employees and members of the committees for their time and effort.

President Johnathan Hyde proceeded to any other business.

Councilman David Quarry wished everyone a Merry Christmas and a Happy New Years.

President Johnathan Hyde called for adjournment.

Councilman David Quarry made a motion to adjourn the Huntingdon Borough Council meeting at 7:54 PM.

Minutes submitted by,

Richard S. King
Borough Secretary