Huntingdon Borough Administrative Committee Meeting Minutes

Tuesday, April 6, 2021

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

This meeting was changed from Tuesday, April 13, 2021 due to a conflict that day. This change was advertised in the Daily Newspaper on March 27, 2021 per the requirements of the Sunshine Law advertisement.

Committee members present were Chairman David Quarry, Vice-President Sean Steeg and Councilman Terry Green.

Members present were President Johnathan Hyde, Councilman James Bair, Councilwomen Dee Dee Brown, Borough Manager Chris Stevens and Borough Secretary Richard King.

Member virtually was Councilman David Fortson.

There were no guest for this meeting.

Chairman David Quarry called the Administrative Committee meeting to order at 4:30 PM.

Chairman David Quarry called on the Mayors report.

David Wessels said there is a delay on having the Poet Laureate due to not getting judges. David said he is trying to get the judges and have this in by the end of May and if not, it will be in the fall.

Chairman David Quarry called on the Borough Managers report.

Chris Stevens reported on the American Rescue Plan and said our first check will be $343,000.00, which he would like to take $275,000.00 and place this in the General Fund towards the police payroll. Chris said there will be $68,000.00 that we will need to spend the proper way.

Chris Stevens said he is working on different companies to get camera’s and internet downtown. Chris said he is working on ZETO for free GB internet.

Chris Stevens said he would like to start this month on giving awards. Chris said he would like to get Nicole Houck here to give her the rocking chair, work on the Wanda Meyash Award and start from last year.

Chris Stevens mentioned about Officer Adam McBride saving a person’s life, and 3 individuals on the house explosion.

Johnathan Hyde mentioned about the Citizen Award.

Chris Stevens said that overall the borough if financially in good shape.

Chairman David Quarry called on old business.

Chairman David Quarry said he would like to discuss 2 ordinances, 1st being the odd / even street snow removal and the 2nd being the brick inlay of sidewalks.

Chris Stevens said that these conflict with other ordinances.

Sean Steeg said the chapter on the odd / even snow removal is 15-507 and we are talking only about removing 1A & 1B.

Chairman David Quarry said the sidewalk brick inlay for cost & maintenance would like to see a standard concrete.

Chris Stevens said that in the future when they replace the sidewalk that this is not a requirement.

Sean Steeg said we need to read the ordinance and that we need to be consistent.

Dee Dee Brown said about getting a copy of the ordinance’s with what is to be crossed out to review.

**The committee agreed to remove 1A & 1B on the odd / even snow removal ordinance and to remove brick inlay from the sidewalk ordinance to be taken to the Borough Solicitor to remove these sections.**

Chairman David Quarry then brought up the Main Street Managers.

Chairman David Quarry said we need to know who this person will answer to and who this person will work for.

Johnathan Hyde said that depends on how much the borough will commit to.

Johnathan Hyde said after the 5-years and this person is doing well, then we can talk about making this person a borough employee.

Sean Steeg said that Huntingdon Landmarks economic plan is for the downtown area and before they do anything they must come to Borough Council for approval.

David Wessels said that we need to take control now before it is too late.

James Bair asked if Huntingdon Landmarks is a 501 C3 non-profit and they buy this building and rent the apartments, then how can they collect rent.

Sean Steeg said he will find out about this and said what we are looking at is how this will impact Huntingdon Borough to get involved.

Johnathan Hyde said our commitment is to get other people involved.

James Bair asked if Huntingdon Landmarks does not get enough money, does this die and what will happen to the building.

Chris Stevens said if we commit to $8,500.00 per year for 5-years, Huntingdon Landmarks will have a long way to get the remaining $41,500.00 per year.

Sean Steeg said we need to look at this as an investment.

David Wessels said the Main Street Managers function is on projects within the borough.

Chris Stevens said that we will have about 17% of responsibility.

David Wessels said there will be by-laws that they must follow.

Johnathan Hyde said we will have a seat on the board of Huntingdon Landmarks.

Johnathan Hyde said we will have control of events, signage, and shut down of streets.

Sean Steeg said he would like to see this person become full time.

Terry Green said they will be part-time and if they work out then move to full time.

**The committee agreed to pledge $8,500.00 per year for 5-years to Huntingdon Landmarks for a Main Street Managers position in Huntingdon Borough if and when they received the other $41,500.00 in pledges to make the $50,000.00 per year commitment.**

Chairman David Quarry called on new business.

There was nothing reported under new business.

Chairman David Quarry called any other business.

Chairman David Quarry reminded everyone there will be a COG meeting here on Monday, April 26, 2021 at 6:00 PM.

After no further business, the Administrative Committee meeting was adjourned at 5:01 PM.

Minutes submitted by,

Richard S. King
Borough Secretary