Huntingdon Borough Administrative Committee Meeting Minutes

Tuesday, July 13, 2021

The Huntingdon Borough Administrative Committee meeting was held in the Borough Council Room, 530 Washington Street, Huntingdon, PA 16652.

The Huntingdon Borough Administrative Committee meeting was called to order by Chairman David Quarry at 4:30 PM.

Members present were Chairman David Quarry, President Johnathan Hyde, Vice-President Sean Steeg, Councilman David Fortson, Councilman James Bair, Councilwomen Dee Dee Brown, Councilman Terry Green, Mayor David Wessels, Borough Manager Chris Stevens and Borough Secretary Richard King.

There were no guest present for this meeting.

Chairman David Quarry called on the Mayor’s report.

Mayor David Wessels said he was contacted by a person about a veteran head stone in the cemetery.

Chairwomen Dee Dee Brown said this was being taking care of and she has information and will be asking the VFW and American Legion about placing this stone in their area.

Mayor David Wessels asked if there was anything we could do to leverage the sale of the Dubois Business Building.

Borough Manager Chris Stevens said that no one will buy this building at the price he is asking for, that he will need to lower his asking price.

Chairman David Quarry called on the Solicitor’s report.

Borough Manager Chris Stevens said that Rich Wilson is looking at some changes to the sidewalk ordinance and seating.

Chairman David Quarry called on the Borough Manager’s report.

Borough Manager Chris Stevens said that agenda’s will need posting on the website and out front 24 hours in advance of the meetings. Chris said this is effective August 30th.

Borough Manager Chris Stevens said that he wants Rich Wilson to look over the 5G Internet law on the fees we could charge.

Borough Manager Chris Stevens said he has contacted Busko’s about their property and they will get back to him on what price they want for this property.

Borough Manager Chris Stevens reported on the General Fund Account and where we stand compared to other years and it is looking good.

Borough Manager Chris Stevens said we could put some into reserves, put some into the Micro-Enterprise Loan Fund, and use some for the 7th Street Parking Lot.

Borough Manager Chris Stevens said he is still looking at what we can spend the American Rescue Plan Fund money on.

Councilman James Bair asked Borough Manager Chris Stevens to have Solicitor Wilson review the Fireworks Ordinance.

Chairman David Quarry called on old business.

Borough Manager Chris Stevens said that Solicitor Wilson was reviewing the exception to the open container ordinance.

Chairman David Quarry called on new business.

Chairman David Quarry said that we have two (2) days of committee meetings per month and would like to go back to having these all in one (1) day.

Mayor David Wessels said this change was done for people to attend the meetings.

Chairwomen Dee Dee Brown said that they can come to the Borough Council meeting and if they bring something up then we can take it to the committee meeting to discuss.

Vice-President Sean Steeg said he does not support a change of meetings. Sean said there are dedicated times for people to come to these meetings. Sean said that if you are a member of a committee then you are dedicated to be there.

President Johnathan Hyde said he is fine with the basic idea of the change of meetings to one (1) day, but there are structured time slots.

Borough Manager Chris Stevens said you still need a start time for the meetings.

There was a discussion on what day of the month and what the times would be.

The Administrative Committee agreed to have the committee meeting the 1st Tuesday of every month.

The Administrative Committee agreed to the following times and what committee:

 Maintenance 2:00 PM

 Water & Sewer 3:00 PM

 Public Safety 4:00 PM

 Community Development 5:00 PM

 Parks, Recreation & Public Property 6:00 PM

 Administrative 7:00 PM

This change in committee meetings is to be effective in September 2021 and the change will be advertised in August 2021.

President Johnathan Hyde said that Mr. Lieng will be coming to next month’s Parks, Recreation & Public Property Committee meeting to talk about grants for the parks.

**Executive Session was called for to discuss Personnel issues at 5:36 PM.**

**Executive Session ended at 5:49 PM with the following proposals:**

To start the hiring process for the Water Treatment Plant for one (1) person due to a retirement.

**The Administrative Committee recommends the hiring of Dylan Gutshall to the Maintenance Department.**

**The Administrative Committee recommends the hiring of Shane Peachey to the Wastewater Treatment Plant.**

Chairman David Quarry called on any other business.

Councilman David Fortson asked for permission to use the Borough Council Room on August 3, 2021 during National Night out for the moose to do the EZ ID Kit for children.

The Committee was in agreement.

After no further business, the Administrative Committee meeting was adjourned at 5:52 PM.

Minutes submitted by,

Richard S. King
Borough Secretary