Huntingdon Borough Administrative Committee Meeting Minutes

Tuesday, August 10, 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, Councilman Terry Green, Mayor David Wessels, Borough Solicitor Richard Wilson, 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 handed out papers on the Park Mobile Parking Service Agreement.

There was a discussion on this and Solicitor Richard Wilson will be reviewing this agreement.

Chairman David Quarry called on the Solicitor’s report.

Solicitor Richard Wilson said he has drafted the Fireworks, Knox Box and Open Container Ordinance and committee recommended some changes to these.

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

Borough Manager Chris Stevens said that everyone has in their packets the Huntingdon Police Pension Plan 2022 Minimum Municipal Obligation .

Borough Manager Chris Stevens said we will be closing on the 912 Washington Street property and there is property taxes that are due that will be going to a Sheriff Sale. Chris said this will need to be paid and we will get money back from this.

Borough Manager Chris Stevens said we have received the signed Sub-Recipient Administrative Agreement for the FFY 2020 CDBG-CV Program of $60,100 that was given to the Center for Community Action.

Borough Manager Chris Stevens said the following activities for this is that it is anticipated that 43 families will receive the following services: Rent – 3 families for 3 months; 1 family for 1 month; Mortgage Assistant – 9 families for 3 months; 7 families for 1 month; Utility assistance – 16 families for 3 months and 7 families for 1 month.

Borough Manager Chris Stevens spoke on the American Rescue Plan and that we have received $363,000.00 already and will be receiving this next year.

Borough Manager Chris Stevens said he would like to have screens for remote meetings, and put in fiber optic for internet out front so the employees can log on from home. Chris said the police already has this in place.

Borough Manager Chris Stevens said we have received $2,566.00 from a class action suit with Highmark for 2010-2012.

Borough Manager Chris Stevens gave a report on the General Fund and said we are good.

Chairman David Quarry called on old business.

President Johnathan Hyde asked if we are ready to pass the open container outdoor seating ordinance next council meeting.

There was a discussion on this.

President Johnathan Hyde said are we including a rope barrier for outdoor seating in this ordinance.

Chairman David Quarry said we should include in this ordinance the vending machines with a permit fee.

Solicitor Richard Wilson said he would email the changes to council and if approved to give him the go ahead he will advertise this for the September Borough Council meeting.

Chairman David Quarry called on new business.

Vice-President Sean Steeg said that Johnathan and he had received an email from Anthony Bullet on the Human Relations Commission. Sean said at their last HRC meeting they had a representative from the PA Human Relation Commission present and he had recommended considerations for updating the Huntingdon HRC Ordinance.

Vice-President Sean Steeg said to take this back and read over and bring back to the Administrative Committee meeting in September.

There was further discussion on this matter and Solicitor Richard Wilson will look over.

Chairman David Quarry called on any other business.

President Johnathan Hyde reminded everyone that we need to post the agenda’s for the meetings 24 hours in advance and if they want to talk about something to send to Rick.

Borough Manager Chris Stevens asked Solicitor Richard Wilson if we need to advertise the other appointed committee agenda’s.

Solicitor Richard Wilson said he would have them do it to be safe.

After no further business, the Administrative Committee meeting was adjourned at 5:25 PM.

Minutes submitted by,

Richard S. King
Borough Secretary