

## **Borough of Northumberland**

175 Orange Street, Northumberland, PA 17857

### **Northumberland Borough Council Minutes July 11, 2023**

Council President Paul Ruane called the Special Meeting to order at 6:30 p.m. The Pledge of Allegiance was recited, and Mr. Ortiz offered an Invocation.

#### **Roll Call**

Council members present were Mr. Paul Ruane, Dr. Denise Guilbault, Ms. Kaitlyn Simmons, Mr. Frank Wetzel, Mr. Winston Ortiz and Mr. Charles Stroup. Others present were Mayor Daniel Berard; Mr. Jeremy Deitrick, Wastewater Superintendent, Mr. C.L. Kriner, Police Chief; and Ms. Ann Zartman, Borough Manager.

**Changes to the Agenda requiring a vote** - none

**Public Comment on Agenda Items** - none

#### **Mayor's Report**

Mayor Berard read the report on the activity of the Police Department for the month of June. The police issued 30 traffic and 1 non-traffic citations, and 134 parking tickets. They responded to 208 calls for service, made 23 court appearances and trained for 54.5 hours. Several people were arrested for the misdemeanor and felony crimes of Theft, Aggravated Assault, and Simple Assault. The police responded to 27 assist calls for the month; 7 to Point Township, 9 to Sunbury, and 11 to other agencies. Mileage for the month was 1,367.

Mayor Berard stated that there were no incidents at Pineknotters Days.

**Sewer Department Report** – no report

#### **Street Department Report**

Ms. Zartman reported brush pickup was today; everything else is going well. Mr. Ruane commented that the park is looking good after Pineknotters Days.

#### **NEIC Report**

Ms. Jackie Hart of NEIC reported the following activity for June: 3 zoning permits and \$150.00 in zoning permit fees were collected; 1 council meeting was attended by Ms. Jackie Hart; 3 building permits were issued, and \$1,088 in building permit fees collected; 22 complaints were lodged and reviewed; 20 code violations and 6 quality-of-life tickets were issued; 2 citations were issued; no street cut permits were issued; 40 rental properties were inspected, \$4,375.00 was collected in inspection/licensing fees.

#### **Committee Reports**

*Community Development* – nothing new

*Finance* – no report

#### *Personnel*

Mr. Ortiz announced that Ann Zartman's probation will end this month. Mr. Ortiz mentioned a travel incident regarding an employee. Mr. Ortiz recommended a suspension, a defensive driving course, or reprimanded. Ms. Zartman requested Mr. Ortiz meet with her later in the week to discuss Solicitor Kelso's recommendation.

#### *Public Safety*

Mr. Wetzel thanked the street crew for delivering the barriers and Nate Boryer for moving them nightly. Mr. Wetzel also commented on the traffic problem during Trinity Church's food pantry days. Trinity, at 6<sup>th</sup> and King, provides free food on one Saturday a month. The recipients stay in their cars, and the food is delivered to them. The line is long, and many do not stay close enough

to the parked cars to allow oncoming traffic to pass. He requested a letter sent to request another solution to the delivery process. He stated that should an emergency occur between 8 am and Noon the line would hinder the emergency vehicles.

#### **Rules**

Dr. Guilbault reported that the Schedule of Fees was in the process of being updated. Various ordinances are in the process of being updated and when complete will be advertised together. One of the changes will be changing the No Parking hours from 8 am – 4 pm to 8 am -3 pm.

#### **Streets**

Mr. Ruane reported paving will take place in September. Meckley's is super busy. Currently, PennDOT has contractors working on the resurfacing of Water Street. The Mayor questioned how the work was going to proceed. Mr. Ruane stated that the milling of Water Street was done. The company is also working in Sunbury

#### **New Business**

Ms. Zartman requested a change to the Zito Media contract to include hosted PBX telephone services. The County grant request was for a new server. However, in review having a hosted server and purchasing new handsets is in our better interest for maintenance and software upgrades. The change decrease the original contract by \$18.00.

#### **Old Business**

Mr. Wetzel inquired about A.R.E.A Services payments. Payments are being made, not exactly as promised which was weekly, but payments are being made.

#### **Payment of Bills**

A discussion occurred regarding PPL bills, and hydrant rental. Dr. Guilbault made a motion for the payment of bills; Mr. Otiz seconded. All approved, motion passed. Bills to be paid from the General Fund totaled \$35,493.52; and Sewer Department bills totaled \$121,558.76.

#### **Public Comment**

Aerial Photographer Greg Cromer showed a framed print of a photograph of the Borough from the air. He passed out business cards and prices to purchase the print.

Mr. Stroup inquired about the committee meeting schedule. The change of date required the Street Committee to be cancelled, but all others are on schedule.

#### **Executive Session**

Ddr. Guilbault requested an executive session. President Paul Ruane declined the request. A motion was made by Dr. Guilbault to have an executive session, Mr. Otiz seconded. Ms. Simmons, Mr. Stroup, Mr. Wetzel, Dr. Guilbault and Mr. Otiz voted yes, Mr. Ruane voted no. Motion carried. An executive session was held to discuss a personnel matter.

#### **Adjournment**

Ms Simmons moved to adjourn, Mr. Wetzel seconded. The meeting was adjourned at 7:45 p.m.

Respectfully Submitted,

Ann Zartman  
Borough Secretary