

COUNCIL MEETING MINUTES

LYKENS BOROUGH COUNCIL

MINUTES

Lykens Borough Council held a regularly scheduled monthly meeting Monday, March 21, 2016 at 7:00 p.m. in Council Chambers located at 200 Main Street. Gary Bopp, President of Council presided over the meeting. The Pledge of Allegiance was recited followed by roll call.

MEMBERS PRESENT:

Carl Slough Sr.	Gary Bopp
Zachary Smeltz	
Mike Tiazkun	Delton Kreiser

ALSO PRESENT:

Joseph Kerwin, Solicitor
Judith Musick, Treasurer
Patricia Barder, Health Officer
Bonnie Krepich, Citizen
Robert Schreffler, Authority Chairman
Eric Gilbert, Comcast
Rick Bopp, Comcast
Stanley Engle, Citizen
Terry Sherman, Liberty Hose Co. #2 Fire Chief
Max Stoner, Engineer
Raelene Gabriel, Engineer
Todd Shade, Citizen
Mike Sitlinger, Citizen
William Fee, Lykens Borough EMC
Nathan Pental, Public Works Worker
Jeanette M. Crabb, Secretary

MINUTES:

Upon a motion by Vice Chairman Carl Slough Sr. and seconded by Mike Tiazkun the minutes from the January 18, 2016 monthly Council meeting were approved.

Upon a motion by Vice Chairman Carl Slough Sr. and seconded by Mike Tiazkun the minutes from the February 4, 2016 Advertised Special meeting were approved.

CITIZENS:

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At this time Eric Gilbert and Rick Bopp introduced themselves as representatives with Comcast. Eric explained how the Comcast Care's Day works. Eric said every year Comcast chooses a few projects throughout communities where the Comcast employees and their families go to the chosen communities and participate with volunteers from that community in completing a project. When choosing a project it is necessary to keep the project geared towards family and children participating. Lykens Borough has been chosen to participate this year. Eric further explained it is Comcast's way of giving back to the communities.

At this time Todd Shade addressed Council. Todd explained that the Library located at Main and Arch Street installed new outside lights. Todd further explained the lights are angled in such a way that the entire block as well as Todd's living quarters are lit up from dusk to dawn. President of Council, Gary Bopp told Todd the office will contact the library and have the issue addressed.

At this time Max Stoner and Raelene Gabriel address Council in regards to the bids that were submitted through Penn Bid for the Rattling Creek Stream Bank Restoration Project. The following bids were received:

1. A.R. Popple Construction, Inc. in the amount of \$581,850.00.
2. John W. Gleim Jr., Inc. in the amount of \$822,346.30.
3. Michels Corporation in the amount of \$850,873.00.
4. Construction Masters Services, LLC in the amount of \$929,342.00.
5. HRI, Inc Utilities Group in amount of \$1,284,495.00.

Max informed Council that he has checked the references and even stopped by the office to speak with the low bidder A.R. Popple Construction Inc. Max said he wanted to verify that there was nothing missing from the bid package since they were the lowest bidder. Max said A.R. Popple Construction Inc was very confident and comfortable with their bid. Max explained this project is paid by line items so we may see change orders along the way. Max also explained since the project is paid by line items daily inspections will be needed as well as pictures of material and progress along the way. Max was thinking of having someone from Glace Associates here a day or two a week to help give Nate a break.

Upon a motion by Vice Chairman Carl Slough Sr. and seconded by Zachary Smeltz the intent to award the project to A.R. Popple Construction Inc in the amount of \$581,850.00 was given. The only item needed for final awarding is the performance bond, Council agreed awarding is approved upon the performance bond being received.

Raelene reported she expects to receive the joint permit shortly. Raelene reported she has applied for a GP11 permit to allow the creek to be clean out 50 feet up stream. Raelene said she is trying to see if the GP11 permit for maintenance will be able to stay on file for future flooding issues.

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Upon a motion by Mike Tiazkun and seconded by Vice Chairman Carl Slough Sr. permission was given to obtain the necessary permit.

Max explained the permit is not covered with the project because it is considered maintenance however you can clean out the creek without a permit but the work must be done from the bank.... which is impossible for the Borough at this particular area.

Upon a motion by Mike Tiazkun and seconded by Vice Chairman Carl Slough Sr. permission was given for HRG to obtain a GP11 permit for work to be completed at the fish hatchery on behalf of the county.

SECRETARY'S REPORT

A written report was submitted by Secretary Jeanette M. Crabb.

A letter has been received from John Shultz to notify the Borough that he intends to renew his air quality permit for the funeral home located at 406 Market Street.

Upon a motion by Vice Chairman Carl Slough Sr. and seconded by Mike Tiazkun the following items were ratified from the cancellation of February's monthly meeting due to inclement weather.

1. Payment to Glace Associates in the amount of \$1,133.62 for Rattling Creek Flood related issues.
2. Payment to Glace Associates in the amount of \$380.50 for Wiconisco Creek Storm Water Improvements.
3. Payment to R & R Portable Storage in the amount of \$5,512.50 for snow removal and hauling.
4. Payment to Glace Associates in the amount of \$806.04 for Lykens Reservoir Repairs(this will be paid from the Water Authority account).
5. The Hazard Mitigation Plan was signed and submitted to Dauphin County. Glace Associates placed the advertisement out for bids for the Rattling Creek Stream Bank Repair Project.

Beginning with the April monthly meeting, Council will meet at 6:00 P.M. to start reviewing the current Ordinance book for changes and updates that maybe needed. Immediately following will be the monthly meeting at 7:00 P.M.

A letter was received from Dauphin County reporting that Dauphin County was not selected to receive the 1 billion National Disaster Resilience Funding.

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A letter was received from Dauphin County updating the information they have gathered in regards to Police regionalization.

A letter has been received from Jim Donelson who is the cub master chartered by Our Lady of Help of Christians. Jim would like to bring his pack to town when the weather gets warmer to help clean up trash and debris lying around town.

An email was received from Representative Tobash's Office with an update regarding funding for the demolition of the old school.

Spring clean up has been set for Saturday, May 21st beginning at 7:00 A.M. and will commence until the dumpsters are full.

The Borough/Authority office will be closed on Wednesday April 13, 2016 while the secretary attends a training in Hershey.

Upon a motion by Mike Tiazkun and seconded by Carl Slough Sr. the Secretary's Report was accepted.

EXECUTIVE COMMITTEE REPORT

There was nothing to report at this time.

LYKENS PLANNING COMMISSION & COG REPORT

There was nothing to report at this time.

HEALTH OFFICER'S REPORT

There was nothing to report at this time.

LYKENS BORO AUTHORITY REPORT

Council received the minutes from the January 13, 2016 and the February 10, 2016 Authority monthly meetings.

MAYOR AND POLICE REPORTS

Upon a motion by Mike Tiazkun and seconded by Vice Chairman Carl Slough Sr. approval was given to have the computer server upgraded in the Police Office. Approval was given for up to \$7800.00.

A letter of support was given to Liberty Hose Co #2 so they may apply for parade permits that are needed for the Memorial Day Parades and the Annual Fireman's Block Party.

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Upon a motion by Vice Chairman Carl Slough Sr. and seconded by Zachary Smeltz the Mayor and Police Reports were accepted.

FINANCE COMMITTEE AND BUDGET REPORT

There was nothing to report at this time.

PROPERTY AND SUPPLIES REPORT

Upon a motion by Vice Chairman Carl Slough Sr. and seconded by Mike Tiazkun permission was given to Dockey Auction Services to close Race Street from Arch to Chestnut as well as a small unnamed alley adjacent to the west of the property to hold an auction for the property located at 745 Main Street on May 4th & 7th from 1:00 - 9:00 P.M.

Upon a motion by Delton Kresier and seconded by Vice Chairman Carl Slough Sr. permission was given to accept the quote submitted by JD Zook in the amount of \$5,743.00 for a new roof at the GAR Hall. Council agreed to include approval to add new rain spouting and leaf guards to the job with an additional charge to the original quoted amount. There was one other quote submitted for the new roof by John Watkins in the amount of \$8,589.00. Council agreed we can pour the cement pad for the oil tank to sit on as an in house project.

Carl Dickson with Dauphin County Parks & Recreation reported the county has received their final permits from the Army Corps of Engineers for the flood related repairs at the Glen Park and they expect to open bids for the project on April 28th.

The American Legion plans to hold their annual Easter Egg Hunt on Saturday March 26, 2016 in the West Borough Park.

Upon a motion by Vice Chairman Carl Slough Sr. and seconded by Delton Kreiser permission was given to allow Nate to use the Borough dump truck to help clean up some of the wood and debris blowing around the old school area providing permission is obtained from Kevin Jury. Fire Chief Terry Sherman will look into the fire company holding a training session at the dump to burn the wood and debris.

Upon a motion by Vice Chairman Carl Slough Sr. and seconded by Mike Tiazkun permission was given to move the basketball court to the tennis area and move the tennis area to the hockey area. Nate will order new tennis equipment to upgrade what we have.

Upon a motion by Zachary Smeltz and seconded by Vice Chairman Carl Slough Sr. the Property and Supplies Report was accepted.

PARKS AND RECREATION REPORTS

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Upon a motion by Zachary Smeltz and seconded by Vice Chairman Carl Slough Sr. permission was given to pay \$500.00 towards repairs at the L & W boys baseball field, Latshaw's will bill the Borough directly for repairs at the field.

Upon a motion by Vice Chairman Carl Slough Sr. and seconded by Mike Tiazkun the Parks & Recreation Reports were accepted.

PUBLIC SAFETY REPORTS

There was nothing to report at this time.

INSURANCE AND PENSION REPORTS

There was nothing to report at this time.

EMERGENCY MANAGEMENT COORDINATOR'S REPORT

There was nothing to report at this time.

SALARIES AND BILLS

A written report was submitted by Treasurer Judith Musick.

Upon a motion by Vice Chairman Carl Slough Sr. and seconded by Zachary Smeltz permission to pay the bills listed below was given as well as the Treasurer's Report was accepted as submitted.

1. Keystate Publishers in the amount of \$294.35 for Code of Ordinance updates.
2. Light- Heigel in the amount of \$1,794.52 for Property Maintenance and Flood Plain Administration.
3. Glace Associates in the amount of \$13,137.05 for Rattling Creek Flood Related problems and \$1,113.55 for Wiconisco Creek Storm Water Improvements.
4. Glace Associates will be paid by the Water Authority in the amount of \$1,219.59 for Reservoir related repairs however Council needs to be notified.

Upon a motion by Zachary Smeltz and seconded by Mike Tiazkun the employee guidelines were accepted retroactive to 1/1/16.

SOLICITOR'S REPORT

Upon a motion by Mike Tiazkun and seconded by Vice Chairman Carl Slough Sr. two Resolutions were adopted with approval to purchase the proper signage.

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Resolution - No parking on the West side of Spruce Street from South Street to Main Street during a snow emergency. Vehicles will be ticketed and towed at owners expense.

Resolution - No parking on the North side of Market Street from Main to the Borough line (bridge) during a snow emergency. Vehicles will be ticketed and towed at owners expense.

Solicitor Kerwin reported Home Leasing/ Union House is scheduled to have closing on March 30th.

Upon a motion by Vice Chairman Carl Slough Sr. and seconded by Mike Tiazkun, a Resolution was adopted to appoint Secretary Jeanette M. Crabb as the representative for Lykens Borough for the snow emergency declaration.

AT THIS TIME 8:15 PM AN EXECUTIVES SESSION TOOK PLACE FOR LEGAL MATTERS.

ADJOURNMENT

There being no further business to come before Council, the meeting was adjourned by a motion by Mike Tiazkun and seconded by Vice Chairman Carl Slough Sr. at 8:40 P.M.

Jeanette M. Crabb

Borough Secretary