

DANVILLE BOROUGH COUNCIL MEETING MINUTES

July 11, 2023

Danville Borough Council held a meeting on Tuesday, July 11, 2023 at the Borough Building, 463 Mill St., Danville at 6:00PM. President Woodruff presided.

Present were Councilpersons Woodruff, Walters, Gregg, Beers Jr., Humphries, Deroba, Herritt, Stigerwalt and Mayor Swank. Also present were staff members Mordan, Roberts, Earlston, Graham, Fire Chief Buckenberger, Police Chief Swank and Solicitor Mike Dennehy.

The invocation was given by Reverend Sullivan, Iron Mill Church, and followed by the Pledge of Allegiance to the Flag.

Special Action

A motion was made by Kevin Herritt, seconded by Howard Beers Jr. and a unanimous vote to add the proposal from Big Rock Paving to pave Center Street and for street closure approval to the agenda. Emergency repairs are needed due to a water break this past weekend.

Public Comments - Open discussion is encouraged during any agenda item.

1. Christopher Berleth, President of the Columbia Montour Chamber of Commerce, introduced himself to Council and provided materials. He has been the new president since April 3rd. He informed Council, Chamber Members can submit any Borough news for free in their publications and suggested a Code of Conduct Resolution.

Consent items Including Financial Reports & Payment of Bills

Motion was made by Wes Walters and seconded by Mark Deroba with a unanimous vote to approve the following:

1. Minutes June 13, 2023.....Regular meeting
2. List of checks- Jim Gregg abstains from check paying, "Gregg's Small Engine Repair" invoices. This is on record as a standing abstention.
3. List of General Journal Entries
4. Motion was made by Wes Walters and seconded by Joe Stigerwalt with a unanimous vote to approve Month end Financial Reports and monthly List of Bills for payment.

Action items from previous meetings.....President Woodruff

1. Motion was made by Joe Stigerwalt and seconded by Kevin Herritt with a unanimous vote to adopt Ordinance No. 578 adding Chapter 121 Food Vendors and Street Vendors. The max length was changed to 40 feet.
2. Motion was made by Wes Walters and seconded by Kevin Herritt with a unanimous vote to approve Resolution No. 2023-07, Fee Schedule.

Topics / New Business.....President Woodruff

1. Motion was made by Joe Stigerwalt and seconded by Wes Walters with a unanimous vote to approve the Policy and Procedure for Consultant Selection for Municipal Engineer for design and construction inspection on any PennDOT funded project for a period of five (5) years.
2. Motion was made by Mark Deroba and seconded by Joe Stigerwalt with a unanimous vote to approve the letter of retirement from Catherine McKenna, Administrative Assistant for the Danville Police Department. Also, approval to post position internally. A big thank you and the Borough has been lucky to have her for all of these years.
3. Motion was made by Jim Gregg and seconded by Kevin Walters with a unanimous vote to approve the employee transfer of Don Erlston from Street Laborer to Street Equipment Operator B. The transfer date is July 17th. Also, approval to post Street Laborer position internally.
4. Motion was made by Kevin Herritt and seconded by Joe Stigerwalt to table the request of prohibiting trucks on Canal Street between Mill Street and Jacobs Alley. The request will go to Streets Committee.
5. Motion was made by Joe Stigerwalt and seconded by Kevin Herritt with a unanimous vote to approve the Engineering Services Agreement with Larson Design Group in the amount of \$10,400 for the pedestrian bridge inspections over SR 54 and Mahoning Creek.
6. Mark Deroba made a motion for Resolution No. 2023-08, Procedure for Sale of Surplus Borough Property to go to Property Committee for further discussion to determine the method to estimate the value of the materials, it was seconded by Jim Gregg.
7. Motion was made by Wes Walters and seconded by Kevin Herritt with a unanimous vote to approve Resolution No. 2023-09, Disposition of Records.
8. Motion was made by Joe Stigerwalt and seconded by Howard Beers with a unanimous vote to approve the proposal from Big Rock Paving to pave the remaining ¼ of Kline Street and Washington Court in the amount of \$13,780.50. Big Rock Paving will be in the Borough paving ¾ of Kline Street due to the UGI project. The paving is liquid fuels eligible and the funds are available.
9. Motion was made by Howard Beers and seconded by Joe Stigerwalt with a unanimous vote to approve the proposal from Big Rock Paving to pave Center Street in the amount of \$20,900 and for the street closure on Center Street next Tuesday and Wednesday 7am-7pm.

Correspondence & FYI Items.....President Woodruff

1. Correspondence from Montour County Veterans Affairs thanking the Street Department for their role in preparing Memorial Park for their Memorial Park remembrance. Thank you to Bruce from Council. Bruce Earlston stated, my guys take pride in making the park look nice every year.

Unfinished / Old Business.....President Woodruff

Committees

Finance.....Mr. Walters

Personnel.....Mr. Walters

Property.....Mr. Humphries

1. The Borough Administration Offices are now accepting applications for the Annual Hunting Permit Raffle until Friday, August 4th at 3:30pm. To be eligible to apply you must reside within the 17821 zip code. The Borough allows 50 applicants to be drawn and there is a fee of \$25. You must have current ID and your CID# from your hunting license. The Mayor brought up the topic of Veterans, employees and Borough residents. The process will be reviewed at next property meeting. For 2023 the Borough will follow the current procedure.

Water.....Mr. Gregg

Public Safety (fire).....Mr. Walters

Flood.....Mr. Gregg

The flood drill went very well, proud of everyone that helped.
Mark Debra said he is proud and thankful, the wall closure is impressive, Bruce Earleton also thanked everyone.

Police.....Mayor Swank

A letter from the Veterans thanking the Borough, Fire Police and Police for the help with the Memorial Day Parade.

Streets.....Mr. Stigerwalt

Flood wall exercise went very well. 4th ward residents be patient with the process of the reconstruction of the streets due to the UGI Project. Also, FastBridge Fiber started work in 2nd ward today.

Sewer.....Mr. Gregg

COG.....Mr. Humphries

DBA.....Mr. Stigerwalt

The last meeting was cancelled.

EMA.....Mr. Beers

Mayor's Report.....Mayor Swank

Recognized Cathy McKenna for her years of service. She will receive a retirement party and plaque.

Codes, Zoning & Health.....Mr. Deroba

1. Code Administrator's report was attached.
2. Health report was attached.

Beth Goldman, Borough Resident, asked how do you determine an unlicensed rental. Ken Roberts replied there are a number of ways.

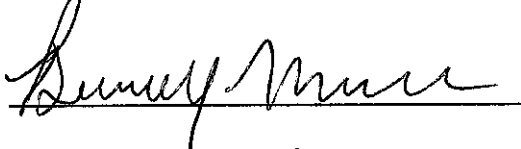
Beth Goldman stated there are some properties on your report that are not unlicensed rentals. Ken Roberts, replied records are updated when needed. Airbnb Rentals are a business model and not in the rental ordinance.

Other BusinessPresident Woodruff

News MediaPresident Woodruff

AdjournmentPresident Woodruff

There being no further business, Council adjourned at 6:30pm.



Brindy Mordan, Borough Manager