

PLEASE TURN OFF ALL CELL PHONES

Danville Borough Council Meeting

Agenda

AUGUST 8, 2023

Call to Order.....President Woodruff

Roll Call.....B. Mordan

Invocation & Pledge of Allegiance.....President Woodruff

Public Comments.....President Woodruff

Open discussion is encouraged during any agenda item.

Consent Items including Financial Rpts & Payment of Bills.....President Woodruff

1. Minutes – July 11, 2023.....Regular Meeting
2. List of Checks – Jim Gregg abstains from the check paying, “Gregg’s Small Engine Repair” invoices. This is on record as a standing abstention.
3. List of General Journal Entries
4. Month end Financial Reports and Monthly List of Bills for payment

Action Items from previous

Meetings.....President Woodruff

Topics/New Business.....President Woodruff

1. Multimodal Transportation Fund Program Grant Application Resolution 2023-10, attached as page 1.
2. Keystone Communities Program Grant Application Resolution 2023-11, attached as page 2.
3. Street Superintendent and Borough Manager recommendation to increase Gary Brents second in command wages from \$0.75 to \$1.00, attached as page 3.
4. Ballroom kitchen request, attached as page 4.
5. Request from the ThinkBIG Pediatric Cancer Fund for beer sales on September 9th at Canal Park, attached as page 5.

Correspondence & FYI Items.....President Woodruff

1. Partnership request from the Danville Area Community Giving Foundation, attached as page 6.
2. Invitation to the Columbia-Montour Council Boy Scouts of America Distinguished Citizen Dinner, attached as page 7.

Unfinished/Old Business.....President Woodruff

1. Intent to adopt Ordinance No. 579 vacating an Unopened Alley in the Second Ward, attached as page 8. The initial request from Don Lutz was approved by Council on December 14, 2021. The deed preparation expense, recording fees and transfer tax will be paid by Don Lutz.

Committees

Finance.....Mr. Walters

Personnel.....Mr. Walters

1. An executive session regarding personnel will occur at the end of the meeting.
2. Recommendation for the hiring of a Police Clerk.
3. Recommendation for the hiring of a Water Operator.

Property.....Mr. Humphries

1. Resolution 2023-08, Procedure for Sale of Nontitled Surplus Borough Property, attached as page 9.

Water.....Mr. Gregg

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

Flood.....Mr. Gregg

Police.....Mayor Swank

Streets.....Mr. Stigerwalt

1. Requests to prohibit trucks on Canal Street between Mill Street and Jacobs Alley.
 - Jacobs Alley – one way
2. Recommendation for the hiring of a Street Laborer.

Sewer.....Mr. Gregg

COG.....Mr. Humphries

DBA.....Mr. Stigerwalt

EMA.....Mr. Beers

Mayor’s Report.....Mayor Swank

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

1. Code Administrator’s report attached as pages 10-15.

Other Business.....President Woodruff

News Media.....President Woodruff

Adjournment.....President Woodruff

MULTIMODAL TRANSPORTATION FUND PROGRAM
GRANT APPLICATION RESOLUTION

Resolution 2023-10

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF
DANVILLE APPROVING THE SUBMITTAL OF A MULTIMODAL
TRANSPORTATION FUND PROGRAM GRANT APPLICATION**

BE IT RESOLVED, that the Borough of Danville of Montour County hereby requests a Multimodal Transportation Fund Program (MTF) grant from the Commonwealth Financing Authority in the amount of \$2,466,822.73 to be used to reconstruct Ferry, Pine and Church Streets from subgrade to final wearing course.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate Byard Woodruff, Borough Council President, and Brindy Mordan, Borough Manager, as the officials to execute all documents and agreements between the Borough of Danville and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Byard Woodruff, duly qualified Borough Council President of the Borough of Danville, Montour County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Danville Borough Council at a regular meeting held August 8, 2023, and said Resolution has been recorded in the Minutes of the Borough of Danville and remains in effect as of this date.

IN WITNESS WHEREOF, I affix my hand and attach the seal of the Borough of Danville, this 8th day of August 2023.

Borough of Danville
Montour County

Byard Woodruff, Borough Council President

Attest: Brindy Mordan, Borough Manager

(SEAL)

KEYSTONE COMMUNITIES PROGRAM GRANT APPLICATION
RESOLUTION

Resolution 2023-11

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF
DANVILLE APPROVING THE SUBMITTAL OF A KEYSTONE
COMMUNITIES PROGRAM GRANT APPLICATION**

BE IT RESOLVED, that the Borough of Danville of Montour County hereby requests a Keystone Communities Program public improvement grant of \$_____ from the Department of Community and Economic Development to be used for the purpose of revamping the Riverfront Park in Danville, Pennsylvania, which will reduce Borough resources required to maintain the park, encourage community use and contribute to the continuing revitalization of the Danville Borough.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate Byard Woodruff, Borough Council President, and Brindy Mordan, Borough Manager, as the officials to execute all documents and agreements between the Borough of Danville and the Department of Community and Economic Development to facilitate and assist in obtaining the requested grant.

I, Byard Woodruff, duly qualified Borough Council President of the Borough of Danville, Montour County, Pennsylvania, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Danville Borough Council at a regular meeting held August 8, 2023, and said Resolution has been recorded in the Minutes of the Borough of Danville and remains in effect as of this date.

IN WITNESS WHEREOF, I affix my hand and attach the seal of the Borough of Danville, this 8th day of August, 2023.

Borough of Danville
Montour County

Byard Woodruff, Borough Council President

Attest: Brindy Mordan, Borough Manager

(SEAL)



Borough of Danville

463 Mill Street Danville, PA. 17821 Phone 570-275-3091 Fax 570-275-2656 www.danvilleboro.org

At a Personnel Meeting on March 11, 2003, it was recommended and approved to make Gary Brent second in command at the Street Department. Gary Brent was given a \$.75 per hour increase for taking on this added responsibility. This \$.75 per hour was an increase to his current hourly rate and is paid on all hours worked. Since the recent recommended and approved \$1.00 increases at the Water Plant for the second in command positions, it is recommended by Bruce Earliston, Street Department Superintendent and Brindy Mordan, Borough Manager to increase Gary Brents \$.75 to \$1.00. The increase will go into effect on the first bi-weekly paycheck in August 2023.

Wes Walters, Personnel Committee Chair

Howard Beers Jr., Personnel Committee Member

Joseph Stigerwalt, Personnel Committee Member

Brindy Mordan, Borough Manager

Bruce Earliston, Street Superintendent

Gary Brent, Street Department Employee

Brindy Mordan

From: Maryellen Rockwell
Sent: Thursday, August 3, 2023 3:27 PM
To: Brindy Mordan
Subject: FW: Ballroom Rental

Hello:

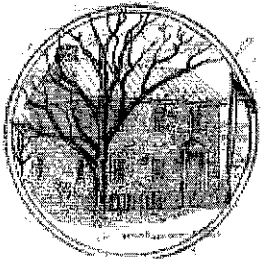
Mary McDonald would like to rent the ballroom just for the kitchen. She is from out of town and is cooking for an event at Knoebel's Grove.

The date is 10/7/2023 at this time the ballroom is not rented. I advised her that I would have to talk to Council before proceeding.

She is requesting pricing if this is something she can do.

Thank you.

Maryellen Rockwell
Danville Borough
Office Assistant
contact - 570-275-3091 x2
mrockwell@danvilleboro.org



Brindy Mordan

From: Mark Stankiewicz <mark.stankiewicz@thinkbigpa.org>
Sent: Thursday, July 27, 2023 8:23 AM
To: Brindy Mordan
Subject: Event in Danville

Good Morning Brindy,

My name is Mark Stankiewicz. I am the Managing Director of the ThinkBIG Pediatric Cancer Fund. In short, we assist local families with bills while their child undergoes treatment for pediatric cancer.

I received your info from Kevin Herritt, whose wife is one of our former board members.

ThinkBIG has been doing outdoor kickoffs for our Going Gold month in September the past few years. The last two have taken place at Hess Field. This year, we are teaming up with DBA to hold it in conjunction with their downtown fall festival on September 9.

In year's past, we have had beer for sale. I have gotten a special events permit from the PA LCB and we have followed all regulations. We would love to do this again this year, but were wondering what limitations the borough may have for something like this.

We will be holding all of our events in Canal Park and were wondering if we would be able to have beer for sale in this area. We could obviously rope off the area for sales (which we need to do per the permit we get). Is there something we need to do to request borough approval for folks to be able to enjoy a beer during the event? All of our volunteers are RAMP certified and every individual is carded and receives an "over 21" wristband.

Thank you for any info you may be able to provide. We are hoping we can figure this out as it is a very nice fundraising aspect to the Going Gold movement.

Have a wonderful day and stay cool!

Mark

Mark Stankiewicz
Managing Director
ThinkBIG Pediatric Cancer Fund
www.thinkbigpa.org



Community Giving
FOUNDATION™
Danville

June 30, 2023

Dear Mr. Woodruff,

What makes you feel most connected to your community? Maybe it's memories with your family and friends enjoying local parks or summer camps, swimming in the community pool or engaging in a local recreation activity. These community connections enhance the quality of life in the area where we live, work, and play.

The Danville Breakfast on June 28th celebrated the history of the Foundation in the Danville area and the dedication of so many individuals, families, and organizations that have come together to create meaningful impact. From its start as the Danville Area Community Foundation in 1999, to its affiliate partnership with the Community Giving Foundation in 2013, to the continued commitment to help donors of all levels meet their diverse charitable interests—your connections drive local philanthropy. Because of you, 20 nonprofit organizations were awarded grants from Danville's 2023 competitive grant round, totaling \$27,400 invested back into the Danville area.

Each person brings their own story and connections to the giving process. There are several ways you can partner with the Community Giving Foundation to get involved in your community:

- ♥ **Donate to an existing fund.** Begin supporting your community now with a direct gift to an existing fund. Danville's 98 current funds each tell a unique story of local philanthropy, family legacy, and community impact. Visit csgiving.org/danville and click on the "Danville Funds" button to view the fund list and give online.
- ♥ **Leave a legacy with your own fund or planned gift.** Create a named fund to support your community in your lifetime and beyond. The Foundation has several resources to help you discover your passions and find the perfect fit for your giving legacy in the Danville area. Walk through our *Giving Workbook* at csgiving.org or call us to learn more.
- ♥ **Connect us with your networks.** We grow meaningful impact by creating new connections with your help. Make an introduction to your network (personal or professional) and Foundation staff to encourage conversation around local philanthropy. Staff are available to present to families, nonprofit boards, businesses, volunteers, or other groups.

We look forward to partnering with you in the future as we grow community giving and connections in the Danville area!

Kara G. Seesholtz
President and CEO
Community Giving Foundation

Danville is an affiliate of the Community Giving Foundation, a 501(c)(3) organization that develops, manages, and distributes funds for charitable purposes in communities across the Central Susquehanna region.

725 West Front Street • Berwick, PA 18603 • 570-752-3930 • csgiving.org

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BOY SCOUTS OF AMERICA®
COLUMBIA-MONTOUR COUNCIL

July, 2023

Dear Friends of Scouting Supporter,

You are cordially invited to the Columbia-Montour Council Boy Scouts of America Distinguished Citizen Dinner.

The third part of the Scout Law is *A Scout is Helpful*. This year's honorees truly exemplify the quality of *A Scout is Helpful*. For this reason, the Columbia-Montour Council has chosen to honor Andrew Pruden with our Distinguished Citizen Award, Walker's Jewelers with our Distinguished Corporate Citizen Award, Brad Bason with our Volunteer of the Year Award and new this year, Chris Young with our Public Service Award.

We are proud to announce these honorees and hope you will be able to attend the dinner honoring them. The event will be held on **Tuesday, October 17, 2023 at the Pine Barn Inn**, in Danville, gathering at 5:30 PM with dinner being served at 6:15 PM. Enclosed is a reservation form for this gala event. Your attendance at this event will help us honor the recipients and support the Scouting Program in the Columbia-Montour Council. In this way we can continue to provide the scouting program to the youth and adult volunteers in the Council.

Sincerely,

Paul B. Knox

Paul B. Knox, Scout Executive

5 Audubon Court
Bloomsburg, PA 17815-7754
570-784-2700
570-387-4074 (FAX)
www.columbiamontourbsa.org

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ORDINANCE NO. 579

An Ordinance vacating an Unopened Alley in the Second Ward of the Borough of Danville, Montour County, Pennsylvania.

The Borough of Danville hereby ordains as follows:

“Section 1: There is an unopened and unnamed alley located in the Second Ward of the Borough running between Franklin Street and Liberty Street to the north of, and parallel to, Alton Street. The Borough finds and declares that this unopened alley is not necessary to the plan of streets of the Borough, and that the public interest would best be served by vacating this unopened alley.

Section 2: The unopened alley is 20 feet wide and 300 feet long, as shown on a survey dated January 25, 2023 prepared by Wayne G Hildebrand, PLS, which Survey is appended to this Ordinance. The said Survey identifies the names of the owners of abutting properties.

Section 3: The said unopened alley as described in the appended survey is hereby Vacated.

Section 4: This Ordinance shall take effect immediately upon enactment.”

Adopted and approved this 12 day of September, 2023.

Byard Woodruff, Council President

Bernice Swank, Mayor

ATTEST:

Brindy Mordan, Borough Manager

SEAL

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RESOLUTION

2023-08

A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF DANVILLE, MONTOUR COUNTY, PENNSYLVANIA ESTABLISHING A PROCEDURE FOR THE SALE OF NONTITLED SURPLUS BOROUGH PROPERTY WITH A VALUE LESS THAN \$2,000 PURSUANT TO REQUIREMENTS OF THE BOROUGH CODE.

WHEREAS, the Borough of Danville is a Pennsylvania Borough organized and existing under the Pennsylvania Borough Code, 8 Pa.C.S.A. § 101 *et seq.* (the "Code"); and

WHEREAS, the Code authorizes the sale of personal property owned by the Borough without bidding or advertising, if the estimated value of such is less than \$2,000; and

WHEREAS, the Code permits the adoption of a procedure for small value sales of individual items or lots with a total value of \$2,000 or less without Council approval; and

WHEREAS, Borough Council wishes to allow the Borough Manager to sell the personal property without bidding, advertising, or additional approval from Council once the estimated value of such property is determined to be reasonable valued less than \$2,000;

NOW, THEREFORE, BE IT RESOLVED that Council of Danville Borough, Montour County, hereby authorizes the Borough Manager to supervise the sale of unneeded, obsolete or surplus Borough equipment or tangible property with an estimated value of less than \$2,000 in the manner most beneficial to the Borough.

ADOPTED THIS 8th day of August, 2023.

BOROUGH OF DANVILLE

Byard Woodruff, Council President

ATTEST

Brindy Mordan, Borough Manager

(SEAL)



Permit Summary Report Fees By Month

07/01/2023 TO 07/31/2023

Fee Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Row Total
Administrative Fee							\$887.71						\$887.71
Building - Plan Review							\$750.00						\$750.00
Commercial Plan Review							\$500.00						\$500.00
Demolition							\$150.00						\$150.00
Food Truck - 1 Day License							\$20.00						\$20.00
Food Truck - 2 Week License							\$80.00						\$80.00
Inspection Fee							\$3,038.56						\$3,038.56
LI Education Fee							\$45.00						\$45.00
Non-Commercial - Free Standing Accesory							\$50.00						\$50.00
Non-Commercial - Signs							\$60.00						\$60.00
Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,581.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,581.27

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Entity Summary Report Fees By Month

07/01/2023 TO 07/31/2023

Fee Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Row Total
Rental Occupancy License 2023							\$50.00						\$50.00
Rental Occupancy License post May 31st 2023							\$1,050.00						\$1,050.00
Rental Occupancy License/inspection 2023							\$375.00						\$375.00
Rental Occupancy License/inspection post May 31st 2023							\$900.00						\$900.00
Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,375.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,375.00

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07/01/2023 - 07/31/2023

Main Status	Description	Parcel Address	Owner Name
Active	Roof drainage	448 E MARKET ST	NRS RENTALS, INC.
Active	Unlicensed rental	226 LOWER MULBERRY ST	M&C Property Management, LLC
Active	grass/weeds, t.v. on front porch	70 MONTOUR ST	Leighow, Pamela
Active	Inoperable vehicle	82 MONTOUR ST	ALBERTSON RANDY A. & DONNA
Active	fence, grass, weeds and overgrown shrub	58 MONTOUR ST	ENGLISH BARRY J.
Active	Property buffer violation	293 Industrial Court	Power Yards Real Estate LP
Active	sidewalk and shrubs	425 BLOOM ST	HEIM BRITTON S. & MICKAYLA N. GROSSO
Active	Grass and weeds	413 BLOOM ST	Nguyen, Hieu Van
Active	overgrown shrubs encroaching in the alley	453 SPRUCE ST	Dragon Diamond LLC
Active	shrubs in back of house in alley	445 SPRUCE ST	HUMMER JOHN J., JR. & SHIRLEY A.
Active	down tree in back yard	1285 VINE ST	Rixey Robert Y
Active	rubbish/garbage	548 FULTON ST	RILEY JANICE J.

Main Status	Description	Parcel Address	Owner Name
Active	High grass and weeds along walnut street	154 BLOOM ST	Rottmann Zachary
Active	High grass and weeds	270 INDUSTRIAL CT	PRIME PA LLC (Sherwood Lumber)
Active	overgrown weeds and shrubs in the back	816 A ST	ECKS PROPERTIES, LLC
Active	grass, dilapidated garage, accumulation of rubbish/garbage	454 E MARKET ST	ASHTON ZABRINA
Active	gutter, accumulation of rubbish/garbage	426 E MARKET ST Apt 201	Rottmann, Zachary
Active	sidewalk, rubbish/garbage, weeds, handrail for front steps	432 E MARKET ST	WOODRUFF MARY JO, AKA BOGART
Active	premises identification	446 E FRONT ST	VONBLOHN THOMAS L., SR.
Active	Dilapidated structures	442 E FRONT ST Apt 101	Cheema, Rashid & Sofia
Active	High weeds/dilapidated fence/rubbish	607 CHURCH ST	THOMAS CHARLES K.
Active	Dangerous structure/ Permit required	121 E MARKET ST	MORO GREGORY T. & HOPE R.
Active	over grown trees, shrubs	475 CHURCH ST	POPE JOHN S. & DARLIS L.

Main Status	Description	Parcel Address	Owner Name
Active	unsafe structure	409 CHAMBER ST	LODUCA MATTEO
Active	grass/weeds, structure maintenance	449 CHAMBER ST	ROHRBACH SUSAN L.
Active	unlicensed rental	37 MOWRY ST	HARNER DIANE E. & RALPH S.
Active	unlicensed rental	105 FOUST ST	RAHMAN TARIQ
Active	unlicensed rental	66 PARK AVE	Portera, Aaron & Chandra
Active		971 E MARKET ST	Marie Stump
Active	dilapidated building	511 CHAMBER ST	COPE STEVEN L. & CYNTHIA J. APPLEMAN
Active	unlicensed rental	511 CHURCH ST	PAGE HOUSING GROUP LLC
Active	high grass	511 CHURCH ST	PAGE HOUSING GROUP LLC
Active	unsafe structure	1285 ASH ST	BROKENSHIRE JARED J. & JODI L.
Active	high grass, unsafe partial structure	1295 ASH ST	TSC INVESTMENT S LLC.
Active	dilapidated garage	361 E FRONT ST	HILL MAUREEN A.
Pending	dilapidated garage	406 E MARKET ST	WEEKS BARON B. & JANET E.
Pending	high grass and rubbish/garbage	771 GRAND ST	KELLY HEATHER JO
Active	Grass and Weeds	318 MILL ST	Carl, Dustin
Active	Rubbish/ grass and weeds	126 SPRUCE ST	GILBERT PAMELA E.

Main Status	Description	Parcel Address	Owner Name
Active	Grass and weeds	639 CHURCH ST	RANDLER MICHAEL R. & DOROTHY J.
Active	high grass and rubbish/trash on front porch	757 GRAND ST	Pete, Heather
Active	Dilapidated and dangerous fence	401 Railroad Street	IIP-PA 5LLC
Active	unsafe structure	39 RAILROAD ST	POPE JEFFREY & KATHY A.
Active	accumulation of rubbish/garbage	113 FISHER CT	PENN-EAST ENTERPRISE S, INC.
Active	unsafe structure	207 WATER ST	PETTY JOSEPH GLENN
Active	Unsafe / Dilapidated structures	453 W MAHONING ST	Reilly, Lori

Total Records: 46

8/1/2023