

DANVILLE BOROUGH COUNCIL MEETING MINUTES

November 14, 2023

Danville Borough Council held a meeting on Tuesday, November 14, 2023 at the Borough Building, 463 Mill St., Danville at 6:00PM. President Woodruff presided.

Present were Councilpersons Woodruff, Walters, Gregg, Beers Jr., Humphries, Stigerwalt, Herritt and Deroba. Also present were staff members Mordan, Roberts, Horne, Koser, Erlston-Phillips, Fire Chief Buckenberger, Police Chief Swank, and Solicitor Mike Dennehy.

The invocation was given by Mike Dennehy and followed by the Pledge of Allegiance to the Flag.

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

**Notification:** There was an executive session regarding code personnel and a water and sewer legal matter on Tuesday, October 17<sup>th</sup> at 5:30M that recessed at 6:00PM for a public Finance Committee Meeting and reconvened the executive session at 7:16PM and adjourned at 7:25PM.

**Consent items Including Financial Reports & Payment of Bills**

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

1. Minutes October 10, 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. Month end Financial Reports and monthly List of Bills for payment

**Action items from previous meetings**

**Meetings**.....President Woodruff

**Topics / New Business**.....President Woodruff

1. Motion was made by Wes Walters and seconded by Steve Humphries with a unanimous vote to give preliminary approval of the 2024 Budget. W. Walters thanked everyone for working hard on the budget and coming through without a tax increase. Beth Goldman questioned if the budget was adjusted for the service contract that is included in the agenda – No, the Code Administrator's salary was not adjusted and the position is not being fulfilled. Therefore, the service contract costs should balance out or even be a cost savings to the Borough.
2. Motion was made by Wes Walters and seconded by Joe Stigerwalt with a unanimous vote for intent to adopt Ordinance 582 Tax Ordinance for 2024.

3. Motion was made by Jim Gregg and seconded by Wes Walters with a unanimous vote to approve the Professional Services Agreement with Barry Isett & Associates for BCO, Zoning and Floodplain Management.
4. Motion was made by Joe Stigerwalt and seconded by Jim Gregg with a unanimous vote to appoint Barry Isett & Associates as Zoning Officer, Building Code Official and Floodplain Administrator.  
Beth Goldman questioned if she should call BIA directly or call the Borough – Call the Borough.
5. Motion was made by Joe Stigerwalt and seconded by Howard Beers with a unanimous vote to approve the request from Bloomsburg University student, Kameron Freeman, to complete an unpaid internship with the Danville Borough Police Department. The internship would be set to begin in late January and anything from clerical to patrol duties could be provided. The approval is contingent upon the MOU being up to standards after legal review. There is a second student interested, this will be included in December’s agenda.
6. Motion was made by Mark Deroba and seconded by Steve Humphries with a unanimous vote to approve the request from Tom Hiravi, Danville School Community Park Project Manager, to waive zoning and administration fees for Danville Middle School pavilion as long as the Borough is named as a Community Partner. Barry Isett & Associates already waived the fees for the building permits. The amount of fees requesting be waived are estimated at \$400. K. Roberts did the review, no expense to the Borough and the administration fee is 20% of BIAs fee and since there is no fee from BIA, 20% of zero is zero.
7. Motion was made by Mark Deroba and seconded by Wes Walers with a unanimous vote to approve Sewer Superintendent recommendation to appoint Gary Ernest second in command at the Sewer Department with an additional \$1 per hour raise for taking on the added responsibility. This was approved by the Authority and budgeted.

**Correspondence & FYI items**.....President Woodruff

1. Sensory Santa donation request and flyer, the Borough will add it to the Borough Calendar on the website.

**Unfinished / Old Business**.....President Woodruff

**Committees**

- Finance.....Mr. Walters
1. Motion was made by Wes Walters and seconded by Joe Stigerwalt with a unanimous vote to approve Resolution No. 2023-13 – Setting Fee for Quarterly Parking Permits. The Borough did not reach out to organizations who purchase the permits.
  2. Motion was made by Wes Walters and seconded by Kevin Herritt with a unanimous vote for intent to adopt Ordinance 581 amending Chapter 237, entitled Vehicles and Traffic, establishing parking meter zones and rates. This is a 50% increase and the administrative staff did survey neighboring communities for price comparison. Dimes and nickels will still be able to be used in the parking meters.

Personnel.....Mr. Walters

1. Ellie Erliston-Phillips, Code Officer, has successfully completed her probationary period.
2. Motion was made by Wes Walters and seconded by Joe Stigerwalt with a unanimous vote to approve the letter of retirement from Frank Ernest, Chief Mechanic and approval to post position internally and proceed with offering job to candidate from 7/18/23 application and from 8/2/23 interview if no internal transfer is requested.

Motion was made by Wes Walters and seconded by Howard Beers with a unanimous vote to approve the request from Frank Ernest, Chief Mechanic, for parttime employment at the rate of \$25/hour.

Property.....Mr. Humphries

Water.....Mr. Gregg

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

1. Chief Buckenberger reported the Fire Board restructured the training requirements from 2024-2026. Everyone in the department meets the requirements. He also informed Council about PFAS present in the turnout gear that are causing cancer. Gear after 2021 is safe, 66 sets need replaced estimated at \$60,000. B. Mordan informed Chief Buckenberger and Council that the long-term savings plan has \$93,000 in the bank for turnout gear if needed.

Flood.....Mr. Gregg

1. Ken Roberts is waiting on a letter from FEMA, the Borough cannot move forward until it is received. All the arguments between the engineers are over. Beth Goldman questioned how will the residents be informed after Ken is gone – The Danville Borough offices will contact the residents when the certification is complete. Wes Walters asked how does this effect the current residents in the floodplain –90% of the floodplain will be out of the flood zone after the certification is complete.

Police.....Mayor Swank

Streets.....Mr. Stigerwalt

Sewer.....Mr. Gregg

COG.....Mr. Humphries

1. Reported he attended the PSATs meeting last night. He met with some vendors, one or two may be able to help the Borough in the future, nice presentation from the State Police, talked to the State Rep and State Senator. The next COG meeting is Thursday at Liberty.

DBA.....Mr. Stigerwalt

1. Rebecca Dressler reported the DBA is kicking off the Holiday activities, this Friday they will be bagging the meters and the Street Dept will bring the cottage downtown. Pink Friday is this weekend, stores will have a preview of their Holiday collections.

EMA.....Mr. Beers

Mayor's Report.....Mayor Swank

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

1. Health Officer's report was attached.

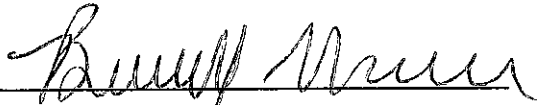
**Other Business** .....President Woodruff

1. Mike Dennehy thanked everyone for their participation in the election. The swearing in and reorganizational meeting is early this year. If the Mayor is absent from the meeting other arrangements will need to be made for the swearing in of Jim Gregg, Howard Beers, Mike Wert and Tyler Patterson with the court administrator. The Borough Manager will arrange this.
2. Kevin Herritt reported the Railroad Speeders will be starting at the Danville Middle School at 9am this Saturday.

**News Media** .....President Woodruff

**Adjournment** .....President Woodruff

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

  
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 Brindy Mordan, Borough Manager