

Regular Meeting
January 9th, 2025

_____ Council President Albert Hill called to order the regular meeting of the Flemington Borough Council present at 7:00 p.m. on January 9th, 2025, were Wayne Allison, Donald Grant, Dave Grimm, Ed Higgins, Albert Hill, Steve Hoy and Traci Kuntz. Also present were Bill Brungard, Dan Baker, Dustin Houtz and Maureen Mahon.

PUBLIC COMMENT

MINUTES – Minutes of December 12, 2024 tabled to next meeting.

REPORTS OF OFFICERS

PLANNING COMMISSION

ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS - Were listed for review.

FINANCIAL - Bill Sheet & Financial Statement – Allison motioned to approve bills as follows: General \$13,809.03; Sewer \$4,214.41; HA \$1,247.17; Grimm seconded. Motion carried unanimously. *(A detailed listing of bills & financial statements is available in the Borough Office.)*

UNFINISHED BUSINESS

UCC Enforcement – Allison motioned to appoint Light-Heigel & Associates UCC and building code enforcement and impose a \$20 municipal fee for residential permits and \$100 fee for commercial permits. Also included in the contract is a 60-day cancellation clause; Grimm seconded. Motion unanimously carried.

NEW BUSINESS

COMMITTEE REPORTS

Sewer – Grimm reported letters go out next week to property owners who haven't had their service lines inspected/repaired. They will have 120 days to address the issues until further enforcement action will be taken.

Public Safety – Higgins reported that a parking issue at Taco Bell has been addressed and resolved. The Committee also visited Burger King for a couple living in their car in the parking lot. The couple and the vehicle left the property within the allotted 24 hours.

Fire Co. – Chief Houtz reported the NIMS 300 & 400 are expected to be offered in 2025 by the County. Flemington will also be hosting the classes later in the year. He also met with the County to add manpower to call boxes and adjusted others for larger structure fires. M. Mahon reported that their Christmas Festival was a success. They voted to make a contribution to a needy family in the Borough with the proceeds from this event for this and the coming years.

Personnel – Kollin has completed three of his Sewer Operator classes so far.

Finance/Grants – There will be a meeting with our new DCED Representative Terri Cunkle on Wednesday, January 15th at 1:00 p.m. for any who wish to attend.

ANNOUNCEMENTS:

ADJOURNMENT: Kuntz motioned to adjourn at 8:20 p.m.; Higgins seconded. Motion unanimously carried.

ATTEST: Charly H. Walizer-Etters
Secretary/Treasurer

Regular Meeting
January 23, 2025

be including some equipment from Bellefonte departments as well. He would like to see a second access roadway for the proposed Flemington Manor along with an additional hydrant.

Community Development – There has been some activity at 312 Frederick Street. It appears that Duke Muthler is in the process of taking control of the property.

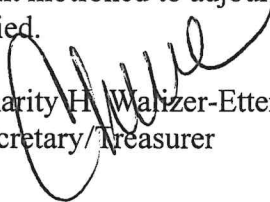
Recreation – Allison reported that we were awarded \$3,250 by the Clinton County Community Foundation. The funds will be utilized for installing timed locks on the restroom doors at the park.

Joint Building – The message sign had to be reordered.

“Hi Neighbor” – They will be holding a gun bingo with the fire company on February 8th.

ANNOUNCEMENTS: Allison is working on scheduling a ribbon cutting ceremony to celebrate the new Taco Bell. He will provide more information as we move forward with the plans.

ADJOURN: Grant motioned to adjourn the regular meeting at 8:10 p.m.; Higgins seconded; motion unanimously carried.

ATTEST: 
Charity H. Walizer-Etters
Secretary/Treasurer

Regular Meeting
January 23, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on January 23, 2025. Present were Mayor Durkin, Wayne Allison, Don Grant, Dave Grimm, Ed Higgins, Albert Hill, Stephen Hoy and Traci Kuntz. Also present were Maureen Mahon, Dustin Houtz, Austin Houtz, Leonard Long and Kollin Wheeler.

PUBLIC COMMENT – Leonard Long attended the meeting to request funds for the Mill Hall pool project. The pool, built in 1970 and opened in 1972, has served the Clinton County community for many years. However, the upkeep has been very expensive. Mill Hall Borough has been able to acquire a grant (50/50 match requirement) for half of the reconstruction project costs, approximately \$900,000. Mill Hall is currently seeking donations for the remaining funds. They've committed \$130,000 for construction and \$100,000 in Mill Hall Borough's budget as part of the match and rolling into future years for upkeep. Additionally, they've acquired \$50,000 from the Clinton County Community Foundation. Flemington Council regrettably could not contribute monetary donations for the project, since their 2025 budget has already been established. However, Council did direct Mr. Long to various clubs in the area who routinely contribute heavily to the community projects.

MINUTES – Grant motioned to approve the minutes of December 12th, 2024 and January 9th, 2025; Grimm seconded. Motion was unanimously carried.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Costars Salt Contract Participation – Grimm motioned to approve participation for the 2025/26 snow removal season; Higgins seconded. Motion unanimously carried.

Street Sweeper/Bald Eagle Township – Bald Eagle Township is looking at purchasing a street sweeper and asked if Flemington might be interested in a joint purchase agreement similar to what we have for the chipper and tar kettle. The crew does not feel this would benefit Flemington since they already have a sweeper attachment for the Kubota. No action was taken.

Park Grant Application – Allison reported that there may be funds available for a park master plan with DCED. He's requested approval to begin the process of applying for those funds under the five-year plan recommendations to create a master plan for Grove Community Park. The application process doesn't begin until June/July. However, we can begin researching and requesting RFPs in the near future so we're ready when application is open. Kuntz motioned to approve making application for the master plan; Grant seconded. Motion unanimously carried.

COMMITTEE REPORTS

Zoning – Grimm suggested we consider updating our Zoning Ordinance through the five-year plan opportunities while we're participating in the codification process.

Sewer – Grimm reported that letters have been sent to those along the 2024 sewer project route notifying the homeowners of their responsibility to upgrade their service lines. They now have 120 days to complete the work. He added that we have seven homeowners who haven't setup inspections.

Streets – The committee will meet to complete the Canal Bridge survey. The design phase for the pedestrian/bike path will begin its design phase soon. Grimm suggested a turning lane be considered for the entering Canal Street. He added that this can be heavily congested with the location of emergency services in the area and school traffic. It is anticipated to begin construction around 2030.

Fire Co. – Chief Houtz reported that have already responded to 28 calls so far in 2025. He also reported that during the most recent storm, it was necessary to shut down High Street since PennDot did not get it salted before ice accumulated and made it treacherous to travel. The Borough and the City of Lock Haven assisted with salting in the interim. He included that he's contacted the 9-1-1 Center to update the call boxes. He's added additional equipment response to Susquehannock Heights and will do the same for Flemington Manor. He will

Regular Meeting
February 13, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council present at 7:00 p.m. on February 13, 2025, were Mayor Durkin, Wayne Allison, Donald Grant, Dave Grimm, Ed Higgins, Albert Hill, Steve Hoy and Traci Kuntz. Also present were Bill Brungard, Dan Baker, Dustin Houtz and Maureen Mahon, Rick Warden and Rob Borner.

PUBLIC COMMENT

MINUTES – Hoy motioned to approve the minutes of January 23, 2025; Grimm seconded. Motion unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION

ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS - Were listed for review.

FINANCIAL - Bill Sheet & Financial Statement – Grimm motioned to approve bills as follows: General \$11,012.05; Sewer \$7,848.07; HA \$4,544.93; Hoy seconded. Motion carried unanimously.
(A detailed listing of bills & financial statements is available in the Borough Office.)

UNFINISHED BUSINESS

Park Master Plan – Allison reported that Gibson has been assisting with preparing a vendor list. The next step will be drafting a request for proposals and sending them out to some/all of those vendors.

NEW BUSINESS

Emergency Management Coordinator – Allison motioned to accept Gary Mellott's resignation as Emergency Management Coordinator; Grimm seconded. Motion was unanimously carried. Grimm motioned to appoint Anthony Walker as Flemington's Emergency Management Coordinator considering his many years in emergency services and as a leader in the Clinton County Community; Kuntz seconded. Motion unanimously carried.

Fire Chief – Allison motioned for the Council to announce their full support and confidence to Fire Chief Dustin Houtz in light of the recent devastating fire on High Street over the weekend; Hoy and Higgins seconded. Motion was unanimously carried.

Freedom Run – Allison motioned to have our solicitor prepare the documents to officially change the name of what is now considered Freedom Run; Hoy seconded. Motion unanimously carried.

Tire Collection – Flemington will be participating in the Wayne Township Landfill's Tire Collection on May 9th and 10th. Residents may place up to 12 tires out for pickup.

PSAB Spring Conference – Grant motioned to approve Charity's request to attend the Pennsylvania State Borough's Association Conference June 1st through the 4th; Grimm seconded. Motion unanimously carried.

Fire Prevention/Loss Ordinance – Council was provided with an ordinance to consider for enactment that would hold a percentage of insurance funds in escrow following a fire, etc., that would ensure owners follow through with property repairs to prevent blight and/or dangerous structures. Mayor Durkin suggested a committee be appointed to review the need. He expressed his opposition of the sample ordinance that was distributed.

Carnival Road Closures and Waiving of Sign Permits – Allison motioned to approve the closure of Huston Street from James Street to High Street (partially open for property owners) and Walnut Drive from Canal Street to Huston Street from Midnight on April 27th through 6:00 a.m. on May 4th; Higgins seconded. Motion unanimously carried.

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COMMITTEE REPORTS

Fire Co. – M. Mahon reported no tally yet from the gun/cash bingo and a Marianna’s hoagie sale is coming up. Chief Houtz reported that they are hosted a counseling service for the EMS responders who were involved in the fatal High Street fire. He added that the After-Action Meeting will be held February 19th at 7:00 p.m. In addition, he reported the resignation of the Fire Captain, Colten Mellott. That position remains vacant at this time.

Community Development – Will meet Tuesday, February 18th at 10:30.

Recreation – The locks will be put in the restrooms once the weather breaks.

JBC – The sign is here; the fire company will be installing it soon.

“Hi Neighbor” – Baker reported that the Easter Egg Hunt will be held April 12th at noon; the rain date will be the 13th at 2:00 p.m. He added that they will be stuffing eggs for the event on April 9th at 5:30 p.m.

Act 32/TCC – Grant reported that four seats are open on the school board.

ANNOUNCEMENTS:

ADJOURNMENT: Grant motioned to adjourn at 7:40 p.m.; Allison seconded. Motion unanimously carried.

ATTEST: Charity H. Walizer, Etters
Secretary/Treasurer



Regular Meeting
February 27, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on February 27, 2025. Present were Mayor Durkin, Wayne Allison, Don Grant, Dave Grimm, Ed Higgins, Albert Hill, Stephen Hoy and Traci Kuntz. Also present were Maureen Mahon, Dustin Houtz and Kollin Wheeler.

PUBLIC COMMENT

MINUTES – Allison motioned to approve the minutes of February 13, 2025; Grant seconded. Motion was unanimously carried.

UNFINISHED BUSINESS

Pavilion Fee/Egg Hunt – Allison motioned to waive the fee for the “Hi Neighbor” Committee; Grimm seconded. Motion unanimously carried.

Emergency Management Coordinator – Grimm motioned to remove Tony Walker as interim Emergency Management Coordinator (Tony is Fire Chief and Councilman for Mill Hall Borough and was willing to serve as interim EMA Coordinator until we were able to appoint a replacement); Grimm added to the motion to appoint Councilman Don Grant who has expressed his interest in serving and many years of emergency services experience; Hoy seconded the motion, which was unanimously carried. Grant will provide his certifications to the office for the record.

NEW BUSINESS

Fire Police Badge – Maureen Mahon explained the need for Council’s approval to use the presented patch (in lieu of an actual metal badge) as their official fire police badge. Grimm motioned to approve; Kuntz seconded. Motion was unanimously carried.

COMMITTEE REPORTS

Zoning – Grimm reported that we’ve received a request for a variance for a shed/garage setback at 749 Herr Steet.

Sewer – Grimm reported on a sewer backup the occurred at the rental unit for the laundromat.

Public Safety – The committee met with the Fire Chief about the hydrants in the borough. They would like to attend the Suburban Water Authority meeting to discuss the flushing schedule. In addition, Grant suggested they update “I Am Responding” to with our hydrant information. Grant also requested an adapter for the 3” to a 5” hookup. Grimm also requests that the paint be updated on all of the caps. It was also noted that the burned structures have all been posted as “dangerous structures”. Light-Heigel will continue to follow up as we wait for the structures to be further secured.

Fire Co. – Chief Houtz reported that they will be conducting a forensic dig on house #2 to acquire the cause for the collapse. They may need traffic support during that time. He added that the NIMS 300 and 400 trainings are scheduled for March. The box alarms are to be updated and standardized. The tanker truck is in for repairs. It was noted that there hasn’t been any general maintenance done since 2015. The Public Safety joined the fire company at their after-action meeting with all of those who responded to the High Street fire. M. Mahon reported that their will be an Egg-My-Yard fundraiser and brunch with the Easter Bunny. The LED message board will be installed once the weather breaks.

ANNOUNCEMENTS: Mayor Durkin announced that the Mayor will not be seeking re-election.

ADJOURN: Grant motioned to adjourn the regular meeting at 7:55 p.m.; Higgins seconded; motion unanimously carried.

ATTEST:  Charity H. Walizer-Etters
Secretary/Treasurer

Regular Meeting

March 13, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council present at 7:00 p.m. on March 13, 2025, were Mayor Durkin, Wayne Allison, Donald Grant, Dave Grimm, Ed Higgins, Albert Hill, Steve Hoy and Traci Kuntz (via phone). Also present were Bill Brungard, Dan Baker, Dustin Houtz and Maureen Mahon.

PUBLIC COMMENT – M. Mahon attended the meeting to discuss with Council the details of a recent meeting she and some other members of the fire company had with the Public Safety Committee. Discussion ensued in regards to confidentiality. However, the committee recalled no expectation of confidentiality within the content of the meeting. Grimm added that it was necessary and imperative for the committee to inform all of Council of this content due to the seriousness of the discussion along with announcing their intent to further investigate the claims. M. Mahon then agreed that she may not have announced her expectation of confidentiality. Grant suggested that M. Mahon and others involved consider sitting down together with a mediator in order to move past the internal issues that exist within the fire company. M. Mahon left the meeting with the intent of being in contact with Grant (appointed as the mediator for the group); Houtz also agreed to participate in the meeting. Higgins expressed that he hoped everything could be worked out internally and that M. Mahon would remain active within the fire company.

MINUTES – Allison motioned to approve the minutes of February 27, 2025; Higgins seconded. Motion unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION

ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS - Were listed for review.

FINANCIAL - Bill Sheet & Financial Statement – Grant motioned to approve bills as follows: General \$8,369.56; Sewer \$44,831.38; HA \$2,242.48; Grimm seconded. Motion carried unanimously. *(A detailed listing of bills & financial statements is available in the Borough Office.)*

UNFINISHED BUSINESS

Fire Claims/Insurance Ordinance – Hoy reported that the committee reviewed the ordinance and agreed that this type of ordinance is unnecessary for the size of the borough. Council briefly discussed the frequency of an occurrence and agreed forego further discussion.

Blind Pedestrian – Higgins suggested Council consider additional action be considered. Grimm reported that we've not received a formal request from the resident. However, his sister called and was asked to attend a meeting to discuss further options. However, no one ever contacted the borough to set up a meeting or attend a legislative meeting. Last year the borough has also contacted the PSAB, City of Lock Haven, North Central Sight Services, PennDot and the borough's insurance company for guidance in this particular situation. However, none of these contacts provided an action plan of any kind. Hoy suggested a sign be placed near the residence on Frederick Street. Grant agreed. Brungard reported a cost of approximately \$100 per sign plus \$30 for the post and adapters. Brungard reported that he has a contact for the resident's sister and could contact her. Grimm motioned to also provide the gentleman with a letter suggesting a meeting with the Public Safety Committee; Hoy seconded. Motion was unanimously carried.

NEW BUSINESS

Veteran Walk/Run – Allison motioned to send a letter permitting the event on the borough streets. He added that they be required to provide the borough a Certificate of Insurance prior to the date of the event; Grant seconded. Motion was unanimously carried.

Spring Cleanup – To be held Tuesdays in April.

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Community-Wide Yard Sale – To be held May 2nd and 3rd.

Church Directional Sign – Hill requested the direction sign that used to be at the corner of West Fourth and Allison Street be replaced. Mayor Durkin interjected stating that his understanding was that such signs are considered off-premises advertising signs, which are prohibited in the Zoning Ordinance. Allison motioned to approve replacement of the sign; Kuntz seconded. Motion unanimously carried. Grimm suggested checking with the Zoning Officer for his opinion on the sign type.

COMMITTEE REPORTS

Zoning – Grimm reported that there will be a Zoning Hearing for the placement of a shed without the necessary setback on a property located at 749 Herr Street on April 1st at 6:00 p.m.

Sewer – The remaining service lines are expected to be replaced in the coming weeks.

Streets – Hoy suggested a letter be sent to PennDot in reference to the need for a turning lane on High Street turning into Canal Street towards the ambulance building. Grimm explained that this was recommended in the survey PennDot requested from the borough for the 2030 bridge project. Etters explained that she included the recommendation in several parts of the survey and explain the need in detail specifying that it's an ambulance and school route.

Building and Property – Grant expressed his continued recommendation for additional security cameras at the borough building. He added that a 30-day compatible record is necessary and hopes that it will soon be available in a shared effort between the borough and the fire company.

Public Safety – 211 High Street (house #3 from the High Street fires) is planned for renovation.

Fire Co. – Dustin reported that they will be attending the Suburban Water Authority meeting on Wednesday, March 19th at 7:00 p.m., to gain information on Flemington's hydrants.

Community Development – Hoy reported that the Suburban Water Authority recently sent a letter to the City of Lock Haven announcing that the Authority has no interest in a merger of water authorities at this time.

Recreation – The Master Plan RFP draft has been sent to Terri Cunkle at DCED for review.

Personnel – Wheeler will be completing his Sewer Operator exam later this month.

Finance – Kuntz reported that Jersey Shore State Bank, which is where the borough holds a number of investment accounts will be merging with Northwest Savings Bank in the near future. She is expecting information to be shared from her local contact on how this will affect the borough's accounts.

JBC – The illuminated informational sign is here. However, it has not been installed yet.

"Hi Neighbor" – Baker reported that the annual Meet & Greet is scheduled for September 20th. The pavilion has been reserved for the event.

ANNOUNCEMENTS: Grimm reported that the stream repair along 637 Woods Avenue is being considered for repairs with Clinton County Conservation District acting as the liaison between the agencies assisting and the property owner, Mrs. Yost. Grimm contacted the Conservation District with his concerns on some wording presented within the document and clarified with Deputy Manager Alexis Bixel that Flemington Borough will not be involved with any aspect of the project. Brungard obtained a copy of the bid documents with concern for our storm drains near the project area. However, at this time there does not seem to be an issue per the bid documents.

ADJOURNMENT: Grant motioned to adjourn at 8:15 p.m.; Allison seconded. Motion unanimously carried.

ATTEST: Charity H. Walizer-Etters
Secretary/Treasurer

**BOROUGH OF FLEMINGTON
CLINTON COUNTY, PENNSYLVANIA**

RESOLUTION NO. 01-2025

WHEREAS, the Borough of Flemington was originally incorporated from nearby Allison Township in the year 1864; and

WHEREAS, at the time of its incorporation, the United States was engaged in a civil war, one of the consequences of which was the abolition of slavery throughout the United States; and

WHEREAS, the Borough of Flemington was absorbed into the City of Lock Haven in the year 1870; and

WHEREAS, Flemington again became part of Allison Township in the year 1878; and

WHEREAS, the Borough of Flemington was reincorporated in the year 1894 and still remains a Municipality of the Commonwealth of Pennsylvania over 130 years later; and

WHEREAS, within the limits of the territory of the Borough of Flemington, a portion of which were annexed in 1942 from Allison Township, is a waterway commencing between North Hillview Street and Pineview Drive, meandering to the southwest, thence heading in a southerly direction where it joins into the old canal which flows into the Bald Eagle Creek; and

WHEREAS, old records have denominated that stream by a very offensive and inappropriate name, which will not be repeated here; and

WHEREAS, the name by which that waterway was known was offensive to the values upon which past and present generations of Flemingtonians have stood, including many who gave of themselves in the service of the Union Army during the American Civil War; and

WHEREAS, the Borough of Flemington has always stood for the principles of liberty and justice for all; and

WHEREAS, the United States Department of the Interior through its U.S Geological survey, and its U.S. Board on Geographic Names, has promulgated Principles, Policies, and Procedures for Domestic Geographic Names, which articulate a policy recognizing a name change to eliminate particular name problems, such as names asserted to be derogatory or offensive; and

WHEREAS, current maps do not appear to show any name for the waterway in question.

NOW, THEREFORE, in recognition of the foregoing principles, desiring to honor the strong allegiance of the Borough of Flemington toward the principles of liberty and justice for all, recognizing the many contributions made by Flemingtonians past and present to the cause of freedom, and acknowledging the existence of a nearby street called Freedom Lane, IT IS RESOLVED that the Borough of Flemington approves the use of the name "Freedom Run" for the waterway in question which is marked in blue on the attached Exhibit A, and further directs the Mayor, the Borough Council, Borough Secretary, and Borough Solicitor to take all appropriate steps to obtain recognition of the name "Freedom Run" for the waterway as described.

RESOLVED by the Council of Flemington Borough, this 24 day of March, 2025.

ATTEST:


Secretary

FLEMINGTON BOROUGH

By: Albert M. Hill
President

APPROVED this 27 day of March, 2025.

Ray S. Lubin
Mayor

Regular Meeting

March 27, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on March 27, 2025. Present were Mayor Durkin, Wayne Allison, Don Grant, Dave Grimm, Ed Higgins, Albert Hill, Stephen Hoy and Traci Kuntz. Also present were Henry Sajjad, Dustin Houtz and Kollin Wheeler.

PUBLIC COMMENT – Mr. Sajjad attended the meeting to announce the upcoming opening of his convenience store business, 7th Heaven Mart, located at 300 High Street in the Borough. Council will plan to hold a grand opening celebration when he gives us some dates. Grimm welcomed Mr. Sajjad to the Flemington and wished him success with his new business.

MINUTES – Grant motioned to approve the minutes of March 13, 2025; Grimm seconded. Motion was unanimously carried.

UNFINISHED BUSINESS

Hydrant Fees – Higgins reported that the Public Safety Committee met with Greg Mayes at Suburban Water Authority in reference to updating the outdated hydrant on the corner of Frederick and Bressler Streets. The hydrant is functional with a three-inch outlet vs. the recommended five-inch outlet. However, the fire company does have a hose that is able to connect to the three-inch outlet. Houtz stated that he is able to note on the map that hydrant's connection capacity for neighboring fire companies responding to our area. He added that the next closest hydrants are just a block away in all directions. Suburban claims that the hydrants are the responsibility of the municipality to purchase (\$3,995). However, Flemington has not purchased a hydrant in several years, although two new hydrants were installed (we've traced records as far back as 2016). We do pay what is referred to as an annual "rental fee" according to the ledger for the General Fund. Grant asked if Suburban had a replacement cycle for hydrants; Hoy responded that they do not. They're replaced as needed. Grimm stated that we plan to address ownership questions with our solicitor while we work on retrieving a copy of what, if any agreement was established. The fire company would also like to coordinate with the water company for flushing the lines and painting the hydrants the appropriate colors.

Freedom Run – Allison motioned to adopt Resolution No. 01-2025 officially naming the Run that's source flows behind Parkwood Drive to Evergreen Road and down to the Canal as Freedom Run; Kuntz seconded. Motion unanimously carried.

Canal Street Culvert Maintenance – ~~Grimm~~ and Higgins reported on the hydro-vac machine demonstration for cleaning out the culvert. The cost to use the machine was estimated at around \$4,000 each time. This would cost the borough approximately \$8,000 per year. Grimm suggested crafting a shovel to pull through the pipe for the same result. There would be a cost to build the tool and labor cost for the crew. Council will revisit this at a later date.

NEW BUSINESS

City of Lock Haven Fee Schedule – The City will be implementing fees for services requested during development for sewer capacity, etc. The Borough has the option of paying the fees and passing them onto the customer or having the City bill the customer directly. Grant motioned for the City to bill the customer directly; Allison seconded. Motion was unanimously carried.

Picnic Tables – Allison motioned for the crew to move picnic tables from the park to the carnival grounds during the carnival; Higgins seconded. Motion unanimously carried.

Temporary Office Hours – Charity alerted Council that her husband will be having surgery sometime within the next few weeks that may require altering her schedule, if permitted. The Personnel Committee will meet and provide a recommendation to Council.

COMMITTEE REPORTS

Zoning – Grimm reported that the variance hearing for a shed/garage setback at 749 Herr Steet will be held April 1st at 6:00 p.m.

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Sewer – Grimm reported that letters will soon be going out to those who have not completed their sewer service line inspections/replacements. He also reported that the pre-bid conference for the Yost/Woods Avenue stream bank project. The project was estimate at over \$150,000 but the low bidder came in at around \$82,000. He added that Flemington Borough is not involved in this project in any way.

Fire Co. – Chief Houtz reported that their will be an Egg-My-Yard fundraiser on April 19th and brunch with the Easter Bunny on April 12th. He added that the tanker pump was tested today and failed. It can be used but needs to be repaired. They've updated the station patch. They would like permission to attend the Boalsburg Memorial Day Parade. There was a Fire Police Captain's meeting last week. This was the first time in years that they've met. They now plan to meet quarterly.

Community Development – The structures at 202/204 High Street are to be demolished this Spring.

Recreation – We can expect feedback from DCED on the Master Plan RFP in the near future. The park is open for the season. Parking options for the upper pavilion will be discussed in committee meetings. Hill expressed his safety concerns for motorists driving through the park. Allison suggested speed bumps be considered as well.

Personnel – Summer hours will be scheduled during the next meeting.

Finance – JSSB merger with Northwest Savings Bank is set to take place around June/July.

Hi Neighbor – April 9th stuffing eggs for the egg hunt, which is scheduled for April 12th at noon with a rain date of April 13th at 2:00 p.m.

ANNOUNCEMENTS: Last chance to RSVP for the Borough's Association dinner meeting.

ADJOURN: Grant motioned to adjourn the regular meeting at 8:15 p.m.; Higgins seconded; motion unanimously carried.

ATTEST:  Charity H. Walizer-Etters
Secretary/Treasurer

Regular Meeting
April 10, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council present at 7:00 p.m. on April 10, 2025, were Mayor Durkin, Wayne Allison, Donald Grant, Ed Higgins, Albert Hill, Steve Hoy and Traci Kuntz. Also present were Bill Brungard and Dustin Houtz. Grimm was absent.

PUBLIC COMMENT

MINUTES – Allison motioned to approve the minutes of March 27, 2025; Grant seconded. Motion unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION

ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS - Were listed for review.

FINANCIAL - Bill Sheet & Financial Statement – Kuntz motioned to approve bills as follows: General \$11,782.45; Sewer \$4,008.52; HA \$173.73; Hoy seconded. Motion carried unanimously.
(A detailed listing of bills & financial statements is available in the Borough Office.)

UNFINISHED BUSINESS

Summer Hours/Crew – Allison distributed the schedule beginning May 3rd ending at the end of September and motioned to approve the summer schedule; Higgins seconded. Motion unanimously carried.

Office Hours – Allison motioned to approve adjusting the office hours following Charity’s husband’s surgery to 6:00 a.m. til 2:30 p.m. if necessary. She will notify Council and post the door; Grant seconded the motion, which was unanimously carried.

Grant Opening – 300 High Street – Kuntz will speak at the event. Allison suggested anyone else wanting to speak at the event should let him know. We will update Council with an official date when one is scheduled.

NEW BUSINESS

Traffic Signal – Brungard contacted Lecce Electric for a quote for the damaged post. It is scheduled for repair in a couple of weeks.

Park Tree Trimming – Brungard reported that he’s contacted Busy Beaver, Patriot and Saar’s for quotes on tree trimming, cleanup and removal at the park. Saar quoted \$3,000. The others did not provide a quote. Allison motioned to accept Saar’s quote; Hoy seconded. Motion unanimously carried.

COMMITTEE REPORTS

Zoning – Grimm reported that the Zoning Hearing Board granted the variance request for the placement of a shed without the necessary setback (six feet to four feet) on a property located at 749 Herr Street. Allison questioned the five criteria required for approval. Hill stated that he thought it was granted based on the slope of the land. No one from the Zoning Board was present to respond.

Streets – Hoy questioned moving the speed indicator sign to West Fourth Street as the park season approaches.

Fire Co. – Chief Houtz reported that message board has been installed. He added that he donated dash cams for the trucks. New lighting in the bays is being installed. Breakfast with the Easter Bunny will be Saturday 8:00 a.m. til 11:00 a.m. There will be a carnival work night Sunday.

Community Development – Hoy reported that the investigation into the fatality in the High Street fire ended last week. The owner of 209 High Street anticipates release of funds from the insurance company in the next week or two. She plans to pay off the mortgage and sell the property to WB4 Construction. He plans to demolish that home along with his home on the neighboring property. The owner of 211 High Street is still waiting for an engineering report to be presented to his insurance company to determine the status of the

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April 10, 2025

structure on that property. Hoy added that the tenants at 303 Huston have moved out. Demolition permits have been secured by the owner of 202 & 206 High Street. Demo should begin in the coming weeks.

Recreation – Allison will provide Council with a diagram of the proposed parking area at the park. Those reserving the Grove Pavilion (Upper) will be able to remove the pipe to allow motorists to proceed to the designated parking area. Some discussion ensued suggesting speed bumps, the use of millings, poles to keep vehicles off the trail and signage. Allison stated that all expenses would come from the Park Fund. Hill stated that he is opposed to removing the pole and motorists being able to drive through the park. He feels this exposed a safety issue.

“Hi Neighbor” – Thanked all who helped stuff eggs for the Easter Egg Hunt.

ANNOUNCEMENTS:

ADJOURNMENT: Higgins motioned to adjourn at 7:41 p.m.; Kuntz seconded. Motion unanimously carried.

ATTEST: Charity H. Walizer-Etters
Secretary/Treasurer

Regular Meeting

April 24, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on April 24, 2025. Present were Mayor Durkin, Don Grant, Dave Grimm, Ed Higgins, Albert Hill, Stephen Hoy and Traci Kuntz. Also present was Dustin Houtz and Tim Fye. Allison was absent.

PUBLIC COMMENT – Tim Fye attended the meeting to inquire about the Canal Street bridge culvert. Grimm reported that we've been in contact with a contractor to clean out the culvert. However, it will be very costly. He added that we're looking into having a scoop manufactured to pull the debris from the culvert. We will update as the plans progress. Fye also questioned the junk vehicles and debris on a neighboring property. Council will have Brungard visit the property.

MINUTES – Grant motioned to approve the minutes of April 10, 2025; Higgins seconded. Motion was unanimously carried.

UNFINISHED BUSINESS

Park Parking – Kuntz referred to the drawing that was distributed showing the proposed parking plan for the upper pavilion closest to the bowling alley. Grimm stated that he thought the parking would be to the side of the pavilion. However, the drawing indicates that it's over by the wooded area. Council tabled discussion until they're able to visit the site for a better understanding of the plan.

NEW BUSINESS

CD Matures – Kuntz and Ethers retrieved CD rates from the local banks. They were as follows: FCCB – 5 months at 4% and 9 months at 4.25%; Woodlands – 7 months at 4.25% and 12, 13, 15 and 18 months at 3.75%; M&T - 6 months at 3.19% and 12 months at 3.43%; JSSB 4.3% for 5 months; FNB 4.3% for 5 months. Kuntz motioned to renew the CD held at JSSB at 4.3% for 5 months; Grimm seconded. Motion unanimously carried.

Request for Block Party – Kathy Marcell requested permission to hold a block party along in her neighborhood at the cul-de-sac near her 203 Herr Street residence on June 7th from 11:00 a.m. until 4:00 p.m. This is a continuation of last year's event, which was held with no issues. Grimm motioned to approve the request; Higgins seconded. Motion was unanimously carried.

Park Cleanup – Kuntz reported that the Johnson children cleaned up the park on Earth Day. She suggested we do something to recognize them for their efforts. The Recreation Committee will coordinate something.

COMMITTEE REPORTS

Zoning – Grimm reported that 420 James Street were notified that they are required to move their chicken coop per the Animal Ordinance.

Sewer – Grimm reported that Houser's office will be mailing reminder notices to those who have yet to replace their service lines located along last year's sewer project. Pine Mountain Excavating will be coming in during the end of next week to finish the property restoration.

Streets – The speed indicator signs will be moved to both ends of West Fourth Street tomorrow.

Fire Co. – Chief Houtz reported that the engine is in for brakes and repairs to the wheel seals. There will be a fire drill at Susquehannock Heights in May or June and again in the Fall. They will be planning a Q&A session with the residents following the event. They're taking suggestions for AED placement locations. It was suggested that one be placed at the Redeye Center.

Community Development – Marquardt will be in contact with the fire victims to make them aware of the ordinance requirements as they prepare to demolish and/or rebuild the homes affected.

Personnel – The summer schedule for the borough crew begins May 2nd.

Finance/Grants – Ethers reported that the STMP codification grant has been approved. Once the executed contract is in hand, we may begin the codification with General Code.

Regular Meeting

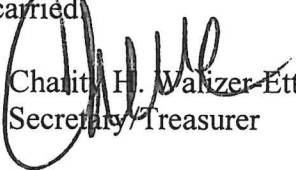
April 24, 2025

Hi Neighbor – There will be a chicken BBQ May 17th with the Kiwanis. The dinners are \$12 each. The carnival begins Wednesday, April 30th and runs through Saturday, May 3rd.

ANNOUNCEMENTS: Hoy reported that the water company has officially withdrawn their interest in a joint water authority with the City since the City has no offer of assets to contribute to the merger.

ADJOURN: Higgins motioned to adjourn the regular meeting at 8:00 p.m.; Grant seconded; motion unanimously carried

ATTEST:


Charita H. Walzer-Etters
Secretary/Treasurer



EMS WEEK

May 18-24, 2025

We Care. For Everyone.

EMS Week Proclamation

To designate the Week of May 18-24, 2025, as Emergency Medical Services Week (EMS Week).

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services fills healthcare gaps by providing important, out-of-hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

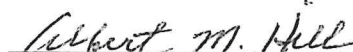
WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating the Emergency Medical Services Week; now

THEREFORE, I [name, title, city, state] in recognition of this event do hereby proclaim the week of May 18 - 24, 2025, as

EMERGENCY MEDICAL SERVICES WEEK

The 51st anniversary of EMS Week theme is **EMS WEEK: We Care. For Everyone.** I encourage the community to observe this week with appropriate programs, ceremonies, and activities in honor of the EMS profession and the essential service it provides.


Name and Title of Official

Regular Meeting
May 8, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on May 8, 2025. Present were Mayor Durkin, Don Grant, Dave Grimm, Ed Higgins, Albert Hill, Stephen Hoy and Traci Kuntz. Also present were Bill Brungard, Dan Baker and Dustin Houtz. Allison was absent.

PUBLIC COMMENT – None

MINUTES – Grimm motioned to approve the minutes of April 24, 2025; Higgins seconded. Motion was unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION – None

ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS – Were listed for review.

FINANCIAL - Bill Sheet & Financial Statement – Hoy motioned to approve bills as follows: General \$8,348.27; Sewer \$7,409.80; Highway Aid \$0.00; Grimm seconded. Motion carried unanimously.
(A detailed listing of bills & financial statements is available in the Borough Office.)

UNFINISHED BUSINESS

Park Parking – Upon council members' observation at the park, the drawing plan was accurate with the only change being the location of the tie bumpers. Seven to eight parking places will be created. Preparation is ready to commence. Kuntz motioned to proceed with the plan; Grimm seconded. Motion carried unanimously.

Storm Drain Restoration (Parkwood Drive) – The fill was applied and after it rained more fill was added due to compacting of the fill. Brungard said it will be finished with good top soil from RC Bowman and seeded.

NEW BUSINESS

EMS Week Proclamation – To designate the Week of May 18 to 24, 2025 as Emergency Medical Services Week. Grimm motioned that the borough will designate and celebrate EMS week; Grant seconded. Motion unanimously carried.

Fire Company – Chief Houtz requested approval to attend the Boalsburg Fire Company Annual Fireman's Parade on Saturday, May 24, 2025. Grant motioned to approve the request; Kuntz seconded. Motion was unanimously carried.

COMMITTEE REPORTS

Zoning – Grimm had Brungard report on the 420 James Street owner notification of the Animal Ordinance placement of their chicken coop to be 20 feet from any property boundaries and buildings.

Sewer – Grimm reported on the small leak on Flemming Drive. Ron Myers is continuing to work on the current projects.

Fire Co. – Chief Houtz reported that the engine brakes and repairs have been completed. The Carnival was decent but the rain and emergency calls interfered. Discussing about having other mutual aid companies share covering their calls during the carnival hours, as there were 13 calls with 7 of them during the carnival.


Community Development – Permits in place for Edward's buildings. Burned building #2 owner has received her insurance money and plans still seem to be in place for the owner of building #1 to purchase building #2 and potentially tear is down. Building #3 is still waiting for their insurance company as pre-fire basement damage is being considered. A number of properties grass is high due the recent rain that would cause them to be in violation.

Hi Neighbor – Hometown Banners for Larry Smith and Harold Breen, Plant flowers in the park on May 17th and 18th. Flags in the park are in the process of being replaced. Chicken Barbecue on May 17th with the Kiwanis. Chicken dinner are \$12 each.

Regular Meeting
May 8, 2025

ANNOUNCEMENTS: Don't forget the municipal primary election is held on the third Tuesday in May. That would be on Tuesday, May 20th.

ADJOURN: Higgins motioned to adjourn the regular meeting at 7:20 p.m.; Kuntz seconded; motion unanimously carried.

ATTEST: Donald E. Grant
Secretary Pro-Tem 



WWW.AMERICA250PA.ORG

A RESOLUTION OF THE (CITY / BOROUGH / TOWNSHIP) OF Flemington,
COUNTY OF CLINTON, COMMONWEALTH OF PENNSYLVANIA,

SUPPORTING THE PENNSYLVANIA COMMISSION FOR THE UNITED STATES
SEMIQUINCENTENNIAL (AMERICA250PA)

WHEREAS, the Pennsylvania legislature and the Governor created AMERICA250PA in 2018 to plan, encourage, develop, and coordinate the commemoration of the 250th anniversary of the United States and Pennsylvania's integral role in that event and the role of its people in the nation's past, present, and future; and

WHEREAS, AMERICA250PA hopes to engage ALL Pennsylvanians and ALL 67 counties through their many signatures and officially recognized programs, projects, and events over the next several years by inspiring future leaders and celebrating all Pennsylvanians' contributions to the nation over the last 250 years; and

WHEREAS, by adopting AMERICA250PA 's four pillars of EPIC, we hope to Educate, Preserve, Innovate, and Celebrate.

NOW, THEREFORE, BE IT RESOLVED, AND IS HEREBY RESOLVED, that the City / Township / Borough of Flemington hereby endorses AMERICA250PA and its mission to Educate, Preserve, Innovate, and Celebrate EVERY Pennsylvanian in EVERY county; and

IT IS FURTHER RESOLVED that a copy of this resolution be sent to the Clinton County legislative delegation and the AMERICA250PA Commission.

ADOPTED by the City / Township (Borough) of Flemington, of the County of Clinton, the Commonwealth of Pennsylvania, this 12th day of June, 2025.

Robert M. Rice
Council President

Ray D. Shuman
Mayor

ATTEST: Charity H. Walizer-Etters

Point of Contact: Charity H. Walizer-Etters
Email: office@flemingtonboroughpa.org
Best contact number: 570-748-7488

Regular Meeting
May 22, 2025

_____ Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on May 22, 2025. Present were Mayor Durkin, Wayne Allison (vis phone), Don Grant, Dave Grimm, Albert Hill, Stephen Hoy and Traci Kuntz. Also present was Kollin Wheeler, Dustin Houtz, Jo Larocque and Dan Baker. Higgins was absent.

PUBLIC COMMENT – None

MINUTES – Grimm motioned to approve May 8, 2025 minutes; Grant seconded. Motion unanimously carried.

UNFINISHED BUSINESS

Frederick Street Sewer Project Engineering – Grimm requested a motion to move forward with engineering the Frederick Street sewer project. The project wouldn't go to construction for a couple of years while we look for grant money. However, he would like to have the plans completed to promote a shovel-ready project as is usually required for the grant writing process. Gibson (\$8,000) would be working with CDR Maguire (\$29,600) to draft and design the project for a total of \$37,600 for professional services. Grant motioned to have the project engineered as stated; Hoy seconded. Motion was unanimously carried.

NEW BUSINESS - None

COMMITTEE REPORTS

Sewer – Grimm reported that we started with 42 laterals for inspection/replacement; there are 9 left to be replaced; 6 of which are under contract and 2 others being urged to get started on the process. Yard restoration for the project has yet to be completed along with one manhole to be air tested and sealed. This will complete the Wright Street sewer project.

Streets – The speed indicator signs seem to have slowed traffic on West Fourth Street.

Public Safety – The committee met last night in reference to some internal issues that continue within the fire company. It appears the bylaws are not being followed, and the trustees may be overstepping their boundaries related to some minor damage to one of the apparatuses. Council will continue to seek a resolution with the membership. However, they've been offered a mediator to assist with the conflicts and haven't utilized the resources presented to them as of yet. At this time Chief Houtz has been open and cooperative to come to a resolution. Council is pleased with his performance as chief over the past year. Council will seek advice from the solicitor as it is needed.

Fire Co. – Chief Houtz reported that they held a fire drill at Susquehannock Heights. He also turned in his most up-to-date certifications for the borough's record. Station 6 will be covering the area while they attend the Boalsburg parade on Saturday. The tanker truck is at Glick's for repairs to the injection pump. A new pump is estimated to cost approximately \$11,000. So, they've opted to have this one rebuilt, if possible.

Community Dev. – Demolition will soon begin on the burned homes on High Street and at 206 High Street.

Recreation – Allison reported that we have gotten some interest in Master Plan proposals.

Personnel – Allison congratulated Kollin Wheeler on passing his operator's license testing.

Hi Neighbor – Baker reported that the flags have been placed at the cemetery. He added that we will need new poles for the hometown hero banners. We are running out of room with the existing poles. Allison thanked Baker for planting the flowers at the park. He asked that he take a look at where we may be able to plant some more trees since the Conservation District has some leftover from their sale.

ANNOUNCEMENTS: Grimm reported that work has begun on the stream along the Yost property on Woods Avenue. He added that the borough is in now way involved in this project.

ADJOURN: Hoy motioned to adjourn the meeting at 8:00 p.m.; Kuntz seconded; motion unanimously carried.

ATTEST: Charity H. Walizer-Etters, Secretary/Treasurer

Regular Meeting

June 12, 2025

Council Vice President Wayne Allison called to order the regular meeting of the Flemington Borough Council present at 7:00 p.m. on June 12, 2025, were Mayor Durkin, Wayne Allison, David Grimm, Ed Higgins, Steve Hoy and Traci Kuntz. Also present were Bill Brungard, Wilson Riccardo of Gearhart Herr Insurance, Jo LaRocque and Dustin Houtz. Grant and Hill were absent.

PUBLIC COMMENT – Wilson Riccardo presented Council with the renewal rates for the commercial insurance package for August 1, 2025 through July 31, 2026. The rates were as follows: Selective \$30,447; Trident \$27,775; EMC \$29,323. The Trident premiums expiring as of July 31, 2025 were \$24,550. Council discussed changing deductibles to lower premiums and/or adjusting the equipment list. Also discussed was the cyber coverage. Riccardo urged Council to choose the 1-million-dollar aggregate limit at a premium of \$1,089. This has been reflected in the total premium cost as stated. The finance committee will meet next week to review the policy and compare premiums for a recommendation to Council at the next meeting.

MINUTES – Grimm motioned to approve the minutes of May 22, 2025; Higgins seconded. Motion unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION

ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS - Were listed for review.

FINANCIAL - Bill Sheet & Financial Statement – Grimm motioned to approve bills as follows: General \$34,108.42; Sewer \$3,821.51; HA \$0; Kuntz seconded. Motion carried unanimously. *(A detailed listing of bills & financial statements is available in the Borough Office.)*

UNFINISHED BUSINESS

Steps at the Park Proposed – Allison suggested talking with the solicitor in regards to liability and to the engineer in reference to proper design. Allison suggested we apply to the Clinton County Community Foundation for the funds to complete the project next Spring.

Taco Bell HOP – Grimm reported that PennDot is requesting that the borough consider revoking their occupancy permit if Taco Bell does not complete the entrance/exit requirements by October 31st, 2025. These requirements were to have been completed in the Spring of this year and were communicated to the developer in December of 2024. Allison suggested we talk with the solicitor about how to properly handle the supporting PennDot and possibly sending a letter of support of the requirements that include inlet drains, curbing and sidewalk.

Sewer Service Lines – Grimm reported that all of the service lines have been inspected and/or replaced as needed with the exception of 420 and 426 Frederick Street. 420 Frederick Street is a foreclosed property. 426 Frederick Street is not owner occupied. The owner is deceased, and the property is co-owned by her daughter. Her other daughter is residing there and is financially unable to afford the repair. The committee will be meeting with the resident and her sister next week to come up with a plan. Grimm motioned to meet with the solicitor to continue with the enforcement process for the two properties; Kuntz seconded. Motion was unanimously carried.

NEW BUSINESS

USA Resolution No. 02-2025 – Grimm motioned to adopt Resolution No. 02-2025 recognizing the 250th anniversary of the USA; Kuntz seconded. Motion unanimously carried.

POW Flags/Park – Allison requested permission to spend a maximum of \$45 to purchase a 3'x4' POW flag for the park. Grimm motioned to approve; Kuntz seconded. Motion carried unanimously.

Regular Meeting
June 12, 2025

COMMITTEE REPORTS

Zoning – Grimm reported that Code Inspections, Inc. has been notified that a gazebo may have been placed without a permit and the proper setbacks. They will investigate.

Sewer – Grimm reported that 1045 West Fourth Street had its water service terminated for nonpayment of the sewer bill. It has since been up for sheriff sale as well. They sewer bill was paid and the service restored. However, they are now on the delinquent list again and are scheduled for termination for the most recent delinquent quarter.

Streets – Allison suggested we update our reflective street signs. He added that there are grants available through the Green Light Go Program and the ARLES grant. Charity provided the Street Committee with the guidelines for requesting funds.

Public Safety – Higgins reported that the three High Street homes that were destroyed by fire earlier this year have been demolished and the lots are now vacant. Allison suggested we remind residents once again of the fireworks ordinance. Charity will update the Facebook page.

Fire Co. – Chief Houtz reported that the traffic unit is inoperable at this time. It is reportedly not worth the money that will be required to repair it. Glick has a unit available on his lot for \$8,000. They will be looking into purchasing that unit.

Community Development – Hoy reported that he is working with the property owner at 115 Frederick Street as he cleans up the collection of boxes on his porch. He added that there is also a pool in the backyard full of stagnant water. When he revisits the property for a progress report later this month, he will address the condition of the pool.

Recreation – Allison announced that we have received one Master Plan proposal so far and are expecting two more by Monday. The new parking area seems to be working out well. Allison added that there is another dead tree in the park. He suggested Brungard obtain a price for removal.

Personnel – Brungard will be back to work Monday. Wheeler did a good job handling things while he was off on sick leave.

ANNOUNCEMENTS: None.

ADJOURNMENT: Hoy motioned to adjourn at 8:15 p.m.; Kuntz/Higgins seconded. Motion unanimously carried.

ATTEST: Charity H. Walizer/Etters
Secretary/Treasurer

Regular Meeting
June 26, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on June 26, 2025. Present were Wayne Allison Dave Grimm, Ed Higgins, Albert Hill and Stephen Hoy. Also present were Kollin Wheeler, Dustin Houtz and Jo Larocque. Don Grant, Traci Kuntz and Mayor Durkin were absent.

PUBLIC COMMENT – None

MINUTES – Grimm motioned to approve June 12, 2025 minutes; Higgins seconded. Motion unanimously carried.

UNFINISHED BUSINESS

Taco Bell Highway Occupancy Permit – No action was taken.

Sewer Service Lines/Wright Street Sewer Project – All properties along the project area have replaced or are under contract for replacing their service lines except 420 Frederick Street, which is vacant and in foreclosure. Houser will be contacting the foreclosure company to require the repairs.

115 Frederick Street – The IPMC Committee met with the home owner on June 24th. There was no progress since the June 10th initial contact date. The property has since been posted for noncompliance for the boxes on the front porch as well as the swimming pool in the rear yard. As a compromise, Grimm motioned for the property owner to move the boxes to the rear of the property; Hoy seconded. Motion unanimously carried.

Insurance Renewal – Grimm motioned to accept the quote from Trident of \$27,775. Other quotes received were as follows: EMC \$29,323; Selective \$30,447. Last year's premium was \$24,550. Hoy seconded the motion. Motion carried unanimously.

Steps to Ballfield – After lengthy discussion, Grimm motioned to *not* proceed with installing steps leading from the parking lot of Hillview Wesleyan Church (where many people attending ball games are parking) to the ballfield area; Higgins seconded. Motion unanimously carried.

NEW BUSINESS

Street Signs – Council received a report from the Public Works employees showing that replacement of existing traffic signs would cost approximately \$8,755. The Streets Committee will meet to discuss and make a recommendation to Council.

COMMITTEE REPORTS

Zoning – Grimm reported that there is no existing violation at 222 James Street. Code Inspections considers this a temporary structure until/unless it is removed during the winter months. Council discussed the goat pen located at 401 James Street. Hoy asked that the OEO check the setback requirements.

Streets – Eters will be sending an invoice to the motorist who damaged a Canal Street sign. The committee will continue to the condition and reflectivity of our existing streets signs and recommend replacement as needed. Hill reported that the traffic light was malfunctioning but has since been repaired.

Fire Co. – Chief Houtz requested if PennDot could be contacted in reference to signage to control traffic when their apparatus is backing into the station. It is currently a safety concern.

Act 32/TCC – Grimm reported that the next meeting of the TCC will be June 30th at City Hall. There will be presentations from tax collection agencies who have submitted proposals to collect the earned income tax for the school district. Each municipality will now be expected to collect their own tax beginning January 1, 2026.

ANNOUNCEMENTS: None

ADJOURN:

ATTEST: Charity H. Wahzer-Etters, Secretary/Treasurer

Regular Meeting

July 10, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council present at 7:00 p.m. on July 10, 2025, were Mayor Durkin, Wayne Allison, Don Grant, David Grimm, Albert Hill, Ed Higgins, Steve Hoy (arrived at 7:15 p.m.) and Traci Kuntz. Also present were Bill Brungard, Jo LaRocque and Dustin Houtz.

PUBLIC COMMENT – None.

MINUTES – Grimm motioned to table approval of the June 26th, 2025 minutes; Grant seconded. Motion unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION

ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS - Were listed for review.

FINANCIAL - Bill Sheet & Financial Statement – Grimm motioned to approve bills as follows: General \$8,243.60; Sewer \$3,772.78; HA \$1,056.20; Kuntz seconded. Motion carried unanimously. Kuntz reported that the General Fund CD of approximately \$27,000 will mature on July 23rd. Council agreed that the Finance Committee review the rates and invest the funds with the best possible rate. Kuntz will provide a list of the local rates to the office to be distributed to Council.

(A detailed listing of bills & financial statements is available in the Borough Office.)

UNFINISHED BUSINESS

Park Master Plan – Allison reported that we received three proposals as follows for the Master Plan for Grove Community Park: Larson Design \$49,528.64; BRIX Design \$46,926.50; KCI \$49,965. He reported that he spoke to Gibson in reference to the proposals who suggested we talk with each company to learn more about their process and what level of experienced individuals we can expect to be working on the project. Allison suggested we request that the potential plan developers attend the Meet & Greet in September to talk with residents one-on-one to involve the community in the process. Allison motioned to have the Recreation Committee meet with the design groups prior to moving forward.

Park Master Plan Grant Resolution No. 03-2025 – Grant motioned to approve Resolution No. 03-2025 to make application to DCED as part of the STMP Program for grant towards the cost of a Master Plan for the further development of Grove Community Park; Kuntz seconded. Motion was unanimously carried.

Trees at Park – Allison suggested we utilize the funds set aside for tree trimming at the park to remove a dead tree instead due to safety concerns. Brungard reported that Saar's Tree Service is backlogged but is expected to be in the area in late July.

NEW BUSINESS – None.

COMMITTEE REPORTS

Zoning – Grimm reported that Taco Bell hasn't completed PennDot's requirements for their Highway Occupancy Permit. Brungard stated that Hawbaker has been in and will reportedly begin some work on the punch list next Wednesday. The committee intends to meet with Hawbaker for more information. Allison suggested we consider amending the Zoning Ordinance to require sidewalks for commercial properties during new development/construction. Grant agreed. Etters suggested reviewing PennDot's requirements before spending the money to amend the Zoning Ordinance. Their requirements may already establish a guideline for new commercial construction along High Street.

Streets – Allison suggested a phased sign replacement schedule be established. Grimm suggested the Streets Committee meet to review what signs need replaced. Brungard stated that most are up to date. However,

Regular Meeting
July 10, 2025

the directional and “watch children” signs could be replaced. Grimm added that we can use Liquid Fuels funds to pay for the necessary replacements.

Public Safety – Higgins reported that the committee met with the fire company in response to the recent resignation of what of their members. It was reported that the individual did not achieve the necessary training to retain his status. Therefore, his gear was given to another member who’s training has been completed. Mayor Durkin reported that he’s encountered some solicitors in the borough who have refused to obtain a permit. He added that the state police will not come in to assist in enforcing our ordinances. Higgins did not see a solution to preventing the issue aside from telling them they must obtain a permit or leave the borough limits.

Fire Co. – Chief Houtz reported that the they’ve responded to 152 calls so far this year. He added that the cost of equipment repairs is having a negative impact on their funds. He stated that it may be time to consider a fire tax to help offset the cost of repairs. The have not been using the traffic unit due to the cost to repair it. However, they did bid on a piece of apparatus locally. That bid of \$5,250 has been accepted and will be transferred to the fire company next week. They intend to use relief funds to purchase the truck. They also reported on several fundraising ideas for the coming months. Kuntz suggested they follow what some of the other stations are doing with online raffles. Chief Houtz also reported that they’ve filled their vacancies within the company. They’ve also scheduled trainings for those members who are in need. The fire company will be meeting with the Finance Committee to discuss the fire tax with budget season approaching.

Community Development – Hoy reported that the property owner at 115 Frederick Street has cleaned up the collection of boxes on his porch. He will keep an eye on the progress with the pool in the backyard full of stagnant water.

“Hi Neighbor” – The annual Meet & Greet will be held in September.

Act 32/TCC – Grimm attended the meeting at City Hall hearing proposals from Keystone Collections and Berkheimer for the collection of Earned Income Taxes. Keystone proposed a 1.9 percent commission plus postage, while Berkheimer proposed 1.3 percent. Berkheimer also promised an increase of 5 percent in collections between the first and second year or they would forego their commission for that year. The change will take place January 1st, 2026 when the school district will no longer be collecting the tax for the municipalities. Flemington will also need to review the proposals and decide who they will contract with to collect the tax for us. Now would also be time to review Business Privilege and Local Services Tax collection.

ANNOUNCEMENTS: None.

ADJOURNMENT: Kuntz motioned to adjourn at 8:15 p.m.; Allison seconded. Motion unanimously carried.

ATTEST: 
Charity H. Walizer-Etters
Secretary/Treasurer

RESOLUTION NO. 06-2025

A RESOLUTION OF THE GOVERNING BOARD OF FLEMINGTON BOROUGH, CLINTON COUNTY, PENNSYLVANIA, AUTHORIZING, EMPOWERING and directing the proper officers of the governing board to appoint Berkheimer as its tax hearing officer under and pursuant to the local taxpayers bill of rights for the express purpose of adjudicating appeals thereunder.

WHEREAS, the Local Tax Enabling Act ("LTEA") authorizes certain political subdivisions, including FLEMINGTON BOROUGH, CLINTON COUNTY, to levy, assess and collect certain local taxes on taxpayers, for general revenue producing measures; and

WHEREAS, FLEMINGTON BOROUGH, CLINTON COUNTY, by Resolution and/or Ordinance, has levied, assessed and provided for the collection of the **Local Services Tax**; and

WHEREAS, the LTEA specifies that any such political subdivision may provide for the creation of such bureaus or the appointment and compensation of such officers, clerks, collectors and other assistants and employees as may be deemed necessary for the assessment and collection of taxes imposed under the authority of that Act; and

WHEREAS, FLEMINGTON BOROUGH, CLINTON COUNTY, has appointed Berkheimer to collect the aforementioned taxes levied by it; and

WHEREAS, Act 50 of the 1998 General Assembly of the Commonwealth of Pennsylvania, enacted May 5, 1998, and effective, in part, January 1, 1999, known as the "Local Taxpayers Bill of Rights," requires political subdivisions levying, collecting and assessing taxes of the nature and kind aforementioned to establish an administrative process to receive and make determinations on petitions from taxpayers relating to the assessment, determination or refund of such tax, including without limitation, the appointment of a Tax Hearing Officer by a political subdivision to hear and decide such an appeal; and

WHEREAS, under Section 8432 of such Act of 1998, a political subdivision shall adopt regulations governing practice and procedure under the Local Taxpayers Bill of Rights;

THEREFORE, BE IT RESOLVED, FLEMINGTON BOROUGH, CLINTON COUNTY, hereby appoints Berkheimer as its **Tax Hearing Officer** and further, adopts and incorporates the Act 50 Regulations as promulgated by Berkheimer in their entirety.

ENACTED into a Resolution this 14 day of August, 2025.

BY: _____

Albert M. Hill

Danyel Dush

ATTEST:
Christy Wagner-Eberz

RESOLUTION NO. 06.1-2025

A RESOLUTION OF THE GOVERNING BOARD OF FLEMINGTON BOROUGH, CLINTON COUNTY, PENNSYLVANIA, AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO EXECUTE AN AGREEMENT WITH BERKHEIMER WHEREUNDER BERKHEIMER IS RETAINED AS THE EXCLUSIVE TAX OFFICER FOR THE COLLECTION, ADMINISTRATION, RECEIPT AND ENFORCEMENT OF THE PROVISIONS OF THE RESPECTIVE TAX ENACTMENT OF THE GOVERNING BOARD LEVYING AND ASSESSING THE LOCAL SERVICES TAX FOR THE TERM HEREIN DEFINED, TOGETHER WITH SUCH EXTENSIONS AS MAY BE AGREED UPON, SAID TAX ENACTMENT HAVING BEEN ADOPTED UNDER AND PURSUANT TO THE AUTHORITY OF THE PENNSYLVANIA LOCAL TAX ENABLING ACT (ACT 511, P.L. 1257); AND APPROVING AND ADOPTING THE RULES AND REGULATIONS PREPARED BY BERKHEIMER TO ADMINISTER AND ENFORCE THE LOCAL SERVICES TAX.

WHEREAS, Act No. 511 of the 1965 General Assembly of the Commonwealth of Pennsylvania, enacted December 31, 1965, and effective January 1, 1966, authorizes certain political subdivisions, including, **FLEMINGTON BOROUGH, CLINTON COUNTY**, to levy, assess and collect a tax on salaries, wages, commissions, compensation and **LOCAL SERVICES** of individuals, as therein with more particularity specified, generally and hereinafter referred to as the **LOCAL SERVICES TAX**; and

WHEREAS, **FLEMINGTON BOROUGH, CLINTON COUNTY**, by Resolution and/or Ordinance, has levied, assessed and provided for the collection of such **LOCAL SERVICES TAX**; and

WHEREAS, Section 10 of said Act of 1965, specifies that any such political subdivision may provide for the creation of such bureaus or the appointment and compensation of such officers, clerks, collectors and other assistants and employees as may be deemed necessary for the assessment and collection of taxes imposed under the authority of that Act; and

WHEREAS, **FLEMINGTON BOROUGH, CLINTON COUNTY**, and Berkheimer have negotiated an Agreement whereby and whereunder it will hire Berkheimer to collect the **LOCAL SERVICES TAX** levied by the **FLEMINGTON BOROUGH, CLINTON COUNTY**, and

WHEREAS, **FLEMINGTON BOROUGH, CLINTON COUNTY**, recognizes the legal obligation and practical necessity for Berkheimer to establish and maintain consistent rules and regulations to be used in the efficient administration and collection of said taxes;

THEREFORE, BE IT RESOLVED that

1. **FLEMINGTON BOROUGH, CLINTON COUNTY**, hereby appoints **BERKHEIMER** as its exclusive collector of its **LOCAL SERVICES TAXES** for the initial term commencing **January 1, 2026, and ending December 31, 2032**, said initial term is to include all quarterly and annual collections pertinent to the tax years therein. This appointment resolution shall be deemed to encompass any terms agreed upon by the parties without further reenactment of this resolution or re-appointment.

2. Further, **BERKHEIMER** is authorized to retain any costs of collection incurred in recovering delinquent taxes and assessed to the delinquent taxpayer as allowed by law.

3. And further, **FLEMINGTON BOROUGH, CLINTON COUNTY**, APPROVES AND ADOPTS the Agreement negotiated with Berkheimer for the collection of the **LOCAL SERVICES TAX**.

4. And further, **FLEMINGTON BOROUGH, CLINTON COUNTY**, adopts and incorporates any applicable tax rules and regulations as promulgated by Berkheimer, in their entirety..

5. Any resolution or part of this resolution conflicting with the provisions of this resolution be and the same are hereby repealed to the extent of such conflict.

ENACTED into a RESOLUTION this 14 day of August, 2025.

BY: Albert M. Hill
Ray J. Schmitt

ATTEST:
Christy M. Dyer-Etters

RESOLUTION 07-2025

A RESOLUTION OF THE GOVERNING BOARD OF FLEMINGTON BOROUGH, CLINTON, PENNSYLVANIA, AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO APPOINT A LIASON BETWEEN IT AND BERKHEIMER, THE DULY APPOINTED COLLECTOR OF LOCAL TAXES FOR THE DISTRICT, FOR THE EXPRESS PURPOSE OF SHARING CONFIDENTIAL TAX INFORMATION WITH THE DISTRICT FOR OFFICIAL PURPOSES.

WHEREAS, the Local Tax Enabling Act ("LTEA"), authorizes certain political subdivisions, including FLEMINGTON BOROUGH, CLINTON, to provide for the creation of such bureaus or the appointment and compensation of such officers, clerks, collectors and other assistants and employees as may be deemed necessary for the assessment and collection of taxes imposed under the authority of that Act; and

WHEREAS, FLEMINGTON BOROUGH, CLINTON, has entered into contractual agreement with BERKHEIMER of Bangor, Pennsylvania, whereby and whereunder FLEMINGTON BOROUGH appointed Berkheimer to collect its local taxes ; and

WHEREAS, the LTEA specifically mandates that any information gained by the appointed tax officer, his agents or by any other official or agent of the taxing district, as a result of any declarations, returns, investigations, hearings or verifications required or authorized by the taxing municipality's ordinance or resolution, be kept confidential, except for official purposes; and

WHEREAS, any person who divulges any information which is confidential under the provisions of any ordinance or resolution, upon conviction may be subject to fines and/or imprisonment, upon conviction, and dismissal from office or discharge from employment; and

WHEREAS, Berkheimer requires passage of a resolution by the governing body of FLEMINGTON BOROUGH , CLINTON specifying that said confidential information is needed for official purposes and absolving Berkheimer from any liability in connection with the release of said confidential information;

NOW, THEREFORE, BE IT RESOLVED that:

1. FLEMINGTON BOROUGH, CLINTON hereby appoints Charity Walzer-Etters as its authorized representative to make requests upon and receive any and all tax information and records from Berkheimer, relative to the collection of taxes for FLEMINGTON BOROUGH , as desired and deemed necessary by FLEMINGTON BOROUGH, to be used for official purposes only; and

2. Berkheimer is hereby directed to provide and/or transmit any and all tax information and records, or any portion thereof, relating to the collection of taxes for the FLEMINGTON BOROUGH, upon request, to Charity Walzer-Etters as the authorized contact representative for it.

3. FLEMINGTON BOROUGH, CLINTON hereby saves harmless, indemnifies and/or absolves Berkheimer from and against any and all liability in connection with the release of said confidential information.

RESOLVED, ENACTED AND ADOPTED at a meeting held on the 14th day of August, 2025.

BY: Albert M. Hill
Darryl S. Shuler

ATTEST:
Charity Walzer-Etters

RESOLUTION NO. 05.1-2025

A RESOLUTION OF THE GOVERNING BOARD OF FLEMINGTON BOROUGH, CLINTON, PENNSYLVANIA, AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO APPOINT BERKHEIMER AS ITS TAX HEARING OFFICER UNDER AND PURSUANT TO THE LOCAL TAXPAYERS BILL OF RIGHTS FOR THE EXPRESS PURPOSE OF ADJUDICATING APPEALS THEREUNDER.

WHEREAS, Act No. 511 of the 1965 General Assembly of the Commonwealth of Pennsylvania, enacted December 31, 1965, and effective January 1, 1966, authorizes certain political subdivisions, including FLEMINGTON BOROUGH, CLINTON, to levy, assess and collect certain local taxes on taxpayers, for general revenue producing measures; and

WHEREAS, FLEMINGTON BOROUGH, CLINTON, by Resolution and/or Ordinance, has levied, assessed and provided for the collection of the BUSINESS PRIVILEGE TAX; and

WHEREAS, Section 10 of said Act of 1965, specifies that any such political subdivision may provide for the creation of such bureaus or the appointment and compensation of such officers, clerks, collectors and other assistants and employees as may be deemed necessary for the assessment and collection of taxes imposed under the authority of that Act; and

WHEREAS, FLEMINGTON BOROUGH, CLINTON, has appointed Berkheimer to collect the aforementioned taxes levied by it; and

WHEREAS, Act 50 of the 1998 General Assembly of the Commonwealth of Pennsylvania, enacted May 5, 1998, and effective, in part, January 1, 1999, known as the "Local Taxpayers Bill of Rights," requires political subdivisions levying, collecting and assessing taxes of the nature and kind aforementioned to establish an administrative process to receive and make determinations on petitions from taxpayers relating to the assessment, determination or refund of such tax, including without limitation, the appointment of a Tax Hearing Officer by a political subdivision to hear and decide such an appeal; and

WHEREAS, under Section 8432 of such Act of 1998, a political subdivision shall adopt regulations governing practice and procedure under the Local Taxpayers Bill of Rights;

THEREFORE, BE IT RESOLVED, FLEMINGTON BOROUGH, CLINTON, hereby appoints BERKHEIMER as its Tax Hearing Officer and further, adopts and incorporates the Act 50 Regulations as promulgated by Berkheimer in their entirety.

ENACTED into a Resolution this 14th day of August, 2025.

BY: Albert M. Hill

Sam S. Shinn

ATTEST:
Chaudhry Waqar Ehsan

RESOLUTION NO. 05-2025

A RESOLUTION OF THE GOVERNING BOARD OF FLEMINGTON BOROUGH, CLINTON, PENNSYLVANIA, AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO EXECUTE AN AGREEMENT WITH BERKHEIMER WHEREUNDER BERKHEIMER IS RETAINED AS THE EXCLUSIVE TAX OFFICER FOR THE COLLECTION, ADMINISTRATION, RECEIPT AND ENFORCEMENT OF THE PROVISIONS OF THE RESPECTIVE TAX ENACTMENT OF THE GOVERNING BOARD LEVYING AND ASSESSING THE BUSINESS PRIVILEGE TAX FOR THE TERM HEREIN DEFINED, TOGETHER WITH SUCH EXTENSIONS AS MAY BE AGREED UPON, SAID TAX ENACTMENT HAVING BEEN ADOPTED UNDER AND PURSUANT TO THE AUTHORITY OF THE PENNSYLVANIA LOCAL TAX ENABLING ACT (ACT 511, P.L. 1257); AND APPROVING AND ADOPTING THE RULES AND REGULATIONS PREPARED BY BERKHEIMER TO ADMINISTER AND ENFORCE THE BUSINESS PRIVILEGE TAX.

WHEREAS, the Local Tax Enabling Act (LTEA), authorizes certain political subdivisions, including, FLEMINGTON BOROUGH, CLINTON, to levy, assess and collect a tax on the privilege of engaging in a business, as therein with more particularity specified, generally and hereinafter referred to as the **Business Privilege Tax**; and

WHEREAS, including, FLEMINGTON BOROUGH, CLINTON, by Resolution and/or Ordinance, has levied, assessed and provided for the collection of such Business Privilege Tax; and

WHEREAS, the LTEA, specifies that any such political subdivision may provide for the creation of such bureaus or the appointment and compensation of such officers, clerks, collectors and other assistants and employees as may be deemed necessary for the assessment and collection of taxes imposed under the authority of that Act; and

WHEREAS, including, FLEMINGTON BOROUGH, CLINTON, and Berkheimer have negotiated an Agreement whereby and whereunder it will hire Berkheimer to collect the Business Privilege Tax levied by FLEMINGTON BOROUGH, CLINTON, and

WHEREAS, including FLEMINGTON BOROUGH, CLINTON, recognizes the legal obligation and practical necessity for Berkheimer to establish and maintain consistent rules and regulations to be used in the efficient administration and collection of said taxes;

THEREFORE, BE IT RESOLVED that

1. FLEMINGTON BOROUGH, CLINTON hereby appoints BERKHEIMER as its exclusive collector of its BUSINESS PRIVILEGE TAXES for the initial term commencing January 1, 2026 and ending December 31, 2032, and any subsequent renewal terms thereafter, said initial and renewal periods to include all quarterly and annual collections pertinent to the tax years therein. This appointment resolution shall be deemed to encompass any renewal terms agreed upon by the parties without further reenactment of this resolution or re-appointment.

2. Further, FLEMINGTON BOROUGH, CLINTON APPROVES AND ADOPTS the Agreement negotiated with Berkheimer for the collection of the BUSINESS PRIVILEGE TAX.

3. And further, FLEMINGTON BOROUGH, CLINTON adopts and incorporates the Business Privilege Tax Rules and Regulations as promulgated by Berkheimer, in their entirety.

4. Any resolution or part of this resolution conflicting with the provisions of this resolution be and the same are hereby repealed to the extent of such conflict.

ENACTED into a RESOLUTION this 14 day of August, 2025.

BY: Robert M. Hill
Gay S. Anderson

ATTEST:
Christina Dyer-Hertz

RESOLUTION No. 08-2025

A RESOLUTION OF THE GOVERNING BOARD OF FLEMINGTON BOROUGH, CLINTON COUNTY, PENNSYLVANIA, AUTHORIZING AND EMPOWERING ITS LOCAL TAX COLLECTOR, BERKHEIMER, TO IMPOSE AND RETAIN COSTS OF COLLECTION ON DELINQUENT TAXES.

WHEREAS, FLEMINGTON BOROUGH, CLINTON COUNTY, by Resolution and/or Ordinance, has levied, assessed and provided for the collection of certain local taxes under and pursuant to the authority of the Pennsylvania Local Tax Enabling Act ("LTEA"), as amended; and

WHEREAS, FLEMINGTON BOROUGH, CLINTON COUNTY, has hired Berkheimer to collect said taxes levied by the **FLEMINGTON BOROUGH, CLINTON COUNTY,** including taxes that are or may become delinquent; and

WHEREAS, pursuant to Act 192 of the 2003-2004 General Assembly of the Commonwealth of Pennsylvania, **FLEMINGTON BOROUGH, CLINTON COUNTY,** has the right to impose a cost of collection on taxes that become delinquent and/or that remain due and unpaid;

NOW, THEREFORE, BE IT RESOLVED that

FLEMINGTON BOROUGH, CLINTON COUNTY, approves and adopts the Cost of Collection Schedule attached hereto and made apart of this Resolution to be imposed by **BERKHEIMER** upon any taxpayer whose taxes are or become delinquent and/or remain due and unpaid.

BERKHEIMER is authorized to retain said costs of collection set forth in the attached schedule incurred in recovering delinquent taxes and assessed to the delinquent taxpayer as allowed by law.

Any resolution or part of this resolution conflicting with the provisions of this resolution be and the same are hereby repealed to the extent of such conflict.

ENACTED into a RESOLUTION this 14 day of August, 2025.

BY: Albert M. Hill
Greg J. Shubin

ATTEST:

Christine Dyer Herz

RESOLUTION NO. 2025-04-2025

A RESOLUTION OF THE BOROUGH COUNCIL OF FLEMINGTON AUTHORIZING AN AMENDMENT TO THE ARTICLES OF INCORPORATION OF THE CENTRAL CLINTON COUNTY WATER FILTRATION AUTHORITY TO EXTEND THE TERM OF EXISTENCE OF THE AUTHORITY TO JULY 1, 2075

WHEREAS, the Central Clinton County Water Filtration Authority (the "Authority") was formed by Articles of Incorporation filed with the Secretary of State of the Commonwealth of Pennsylvania on September 1, 1991; and

WHEREAS, the Authority was assigned Entity No. 2034123 with a term of existence not to exceed fifty (50) years; and

WHEREAS, the Authority owns and operates a water filtration plant which plant requires maintenance from time-to-time; and

WHEREAS, the Authority desires to enter into Debt Service for the funds needed for maintenance through PennVest, the term of which will be for a period of twenty (20) years which would exceed the term of existence of the Authority; and

WHEREAS, in order to satisfy the requirements of said Debt Service, and the terms of future unanticipated debt service as well as in consideration of the anticipated lifespan of the plant and related infrastructure, it is advisable to extend the term of existence of the Authority fifty (50) years; and

WHEREAS, Section 5605 of the Municipality Authorities Act of 1945, as amended, sets forth the procedure for the filing of Articles of Amendment in order to extend the term of existence of the Authority.

NOW THEREFORE, be it hereby resolved as follows:

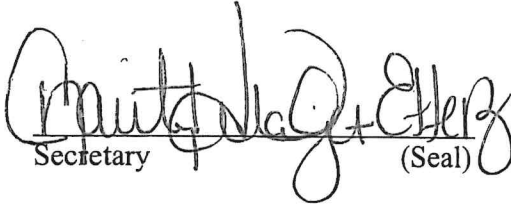
Section I. The Borough of Flemington hereby adopts that the Articles of Incorporation of the Authority be amended to provide the following: "The term of existence of the Authority shall extend through and including July 1, 2075".

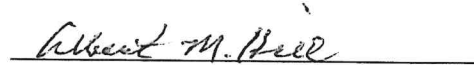
Section II. The proper officials of the Borough are directed to send a certified copy of this Resolution to the Authority.


THIS RESOLUTION HAS BEEN DULY ADOPTED this 14 day of August, 2025, by the Council of the Borough of Flemington duly assembled in accordance with law.

ATTEST:

**BOROUGH OF FLEMINGTON
COUNCIL**


Secretary (Seal)


President


Mayor

RESOLUTION NO. 04-2025

A RESOLUTION OF THE BOROUGH COUNCIL OF FLEMINGTON AUTHORIZING AN AMENDMENT TO THE ARTICLES OF INCORPORATION OF THE CENTRAL CLINTON COUNTY WATER FILTRATION AUTHORITY TO EXTEND THE TERM OF EXISTENCE OF THE AUTHORITY TO JULY 1, 2075

WHEREAS, the Central Clinton County Water Filtration Authority (the "Authority") was formed by Articles of Incorporation filed with the Secretary of State of the Commonwealth of Pennsylvania on September 1, 1991; and

WHEREAS, the Authority was assigned Entity No. 2034123 with a term of existence not to exceed fifty (50) years; and

WHEREAS, the Authority owns and operates a water filtration plant which plant requires maintenance from time-to-time; and

WHEREAS, the Authority desires to enter into Debt Service for the funds needed for maintenance through PennVest, the term of which will be for a period of twenty (20) years which would exceed the term of existence of the Authority; and

WHEREAS, in order to satisfy the requirements of said Debt Service, and the terms of future unanticipated debt service as well as in consideration of the anticipated lifespan of the plant and related infrastructure, it is advisable to extend the term of existence of the Authority fifty (50) years; and

WHEREAS, Section 5605 of the Municipality Authorities Act of 1945, as amended, sets forth the procedure for the filing of Articles of Amendment in order to extend the term of existence of the Authority.

NOW THEREFORE, be it hereby resolved as follows:

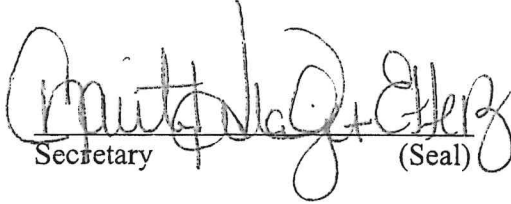
Section I. The Borough of Flemington hereby adopts that the Articles of Incorporation of the Authority be amended to provide the following: "The term of existence of the Authority shall extend through and including July 1, 2075".

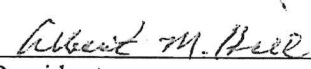
Section II. The proper officials of the Borough are directed to send a certified copy of this Resolution to the Authority.


THIS RESOLUTION HAS BEEN DULY ADOPTED this 14 day of August, 2025, by the Council of the Borough of Flemington duly assembled in accordance with law.

ATTEST:

**BOROUGH OF FLEMINGTON
COUNCIL**


Secretary (Seal)


President


Mayor

Regular Meeting

July 24, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on July 24, 2025. Present were Mayor Durkin, Wayne Allison, Don Grant, Dave Grimm, Ed Higgins, Albert Hill, Traci Kuntz and Stephen Hoy. Also present were Kollin Wheeler, Dustin Houtz and Jo Larocque.

PUBLIC COMMENT – None

MINUTES – Grant motioned to approve July 10, 2025 minutes; Higgins seconded. Motion unanimously carried. Kuntz motioned to approve June 26, 2025 minutes; Allison seconded. Motion unanimously approved.

UNFINISHED BUSINESS

KCSD Tax Collection – Grimm reported on proposals received from Keystone Collections and Berkheimer & Associates for Earned Income tax collection as Keystone Central Tax Office will discontinue collection effective January 1, 2026. The Tax Collection Committee is in the process of contracting with Berkheimer considering the commission is less at 1.3 percent than Keystone Collections at 1.9 percent. In addition, Grimm presented a proposal received from Berkheimer to include collection of Business Privilege (BP) and Local Services (LS) taxes for the Borough. Currently the Borough is paying 5 percent commissions on BP Tax and 4.25 percent commissions on LS Tax. Berkheimer is offering to collect BP at 2.25 percent and LS at 1.75 percent. The Finance Committee met last week and are recommending that Council accept the 7-year contract with Berkheimer for the collection of Earned Income, Business Privilege and Local Services taxes; Kuntz seconded. Motion unanimously carried. Resolutions establishing the new agreement will be presented at the August 14th meeting. Grimm motioned to send a letter to Keystone Central Tax Office notifying them of the change effective January 1, 2026; Allison seconded. Motion unanimously carried.

NEW BUSINESS - None.

COMMITTEE REPORTS

Sewer – Grimm would like to send letters to the property owners and copied to the contractors hired to complete the lateral replacements that are still outstanding. There are seven properties that have yet to complete their service line replacements. He feels it is primarily due to the contractors' schedules. He anticipates initiating a 30-day notice before the Borough takes further legal action.

Streets – Hill reported that he's received complaints on speed violations on Woods Avenue. The crew moved the speed indicator signs down to Woods Avenue from West Fourth Street in an effort to slow traffic.

Fire Co. – Chief Houtz reported that the County has installed new radios for those who participated in the grant. In light of the recent request for consideration for a fire tax, Allison suggested the conversation be initiated to merge departments. Chief Houtz stated it would require a great deal of meetings to accomplish this.

Community Development – Hoy reported on mulch delivered/dumped on the street for a homeowner on North Hillview Street. The Borough crew moved it off of the street. Hoy also reported that the swimming pool at 115 Frederick Street has been drained.

Recreation – Allison reported that the committee met with Larson Design Group and Brix to gain more knowledge about their companies in consideration of implementing a new Master Plan for Grove Park. He added that at this time the committee is favoring Brix, but will deliver a recommendation to Council at the next meeting. Allison questioned the permanent removal of the bollard preventing motorists to enter the new parking area created for the Grove Pavilion. Council agreed that it is imperative that the bollard be put back in place when that particular pavilion is *not* in use.

Finance/Grants – Kuntz reported that we renewed the \$27,000 CD with Jersey Shore State Bank (currently merging with Northwest Savings Bank) at 4.3 percent for 5 months. The committee also met with the fire company in discussions for a fire tax. Allison suggested they provide a 4–5-year forecast for equipment expenses, including repairs.

"Hi Neighbor" – The annual Meet & Greet will be held September 20th.

ANNOUNCEMENTS: None

ADJOURN: 7:35 p.m.

ATTEST:  Charity H. Walizer-Etters, Secretary/Treasurer

Regular Meeting
August 14, 2025

Tax Resolution Business Privilege/Local Services Tax Resolutions – Collection of Taxes

- Motion for Berkheimer to collect and act as the tax hearing officer for Business Privilege Tax and Local Services Tax for the Borough of Flemington Resolution 2025-05/05.1 and 2025-06/06.1; motion by Grimm, seconded by Kuntz, motion carried unanimously.

Berkheimer Agreement Tax Resolution – Access to the taxpayer information

- Motion to allow access to taxpayer information for tax collection purposes by Grimm, seconded by Kuntz, motion carried unanimously.

Berkheimer Agreement Tax Liaison Resolution 2025-07 – Create a liaison to local services.

- Motion to create necessary pertinent local contacts by Allison, seconded by Kuntz, motion carried unanimously.

Berkheimer Agreement Delinquent Tax Collection Resolution 2025-08 – Collection of delinquent taxes.

- Motion for the authority to collect delinquent taxes by Grimm, seconded by Kuntz, motion carried unanimously.

Sidewalk/Zoning – Taco Bell has completed their sidewalk and drain requirements.

COMMITTEE REPORTS

Zoning – Reported garbage barrel containment frames that were placed on the edge of the roadways of 4th Street and Woods Avenue.

Streets – Reported grass on the street-side of the curbs on several streets that needs removal. Also height of grass on several properties, and grass being cut and pushed out onto the street and left there. Suggested reposting of the ordinance to owners as a reminder of their responsibility of grass cutting.

Community Development – Tim Fye continues his concern of the potential of flooding of his property and that nothing has been done yet to rectify it. He has contacted Commissioner Snyder and says he will sue the Borough. Discussion of the situation include Steve Gibson and a question of the status of the scoop being constructed to clean out the culvert.

Recreation – Allison reported that the tree trimming and removal has been completed.

Personnel – Suggested that it is probably time for an employee review.

Finance/Grants – Kuntz reported the finance committee is meeting on Monday with the TextMyGov representative regarding pricing for the budget.

“Hi Neighbor” Committee – The annual Meet & Greet will be held on Saturday, September 20th from 1:00 to 4:00 p.m. They asked if the borough would print flyers and help pass them out as they did last year. They will need 600-650 flyers. Parking has been arranged with the Hillview Wesleyan Church. Also mention the need for more poles for the posting of additional banners.

ANNOUNCEMENTS: None

ADJOURNMENT: 8:35 p.m.

- Motion to adjourn by Kuntz, seconded by Higgins, motion carried.

ATTEST: Donald E. Grant
Secretary Pro-Tem

Regular Meeting

August 14, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on August 14, 2025 with the Pledge of Allegiance and a moment of silence. Present were Wayne Allison, Don Grant, Dave Grimm, Ed Higgins, Albert Hill, Traci Kuntz and Stephen Hoy. Also present were Steve Gibson Jo Larocque. Absent was Mayor Durkin

PUBLIC COMMENT – Steve Gibson presented a request for a letter of support from the Flemington Borough for a transportation satisfied grant regarding a sidewalk project running from Flemington to Hogan Boulevard in Mill Hall. CDBG block grant program projects postponed for a couple more weeks. According to PennDOT the Flemington/Mill Hall bridge will be replaced between 2028 and 2035.

MINUTES – Allison motioned to approve July 24, 2025 minutes; Grimm seconded. Motion unanimously carried.

REPORTS OF OFFICERS – None

COMMUNICATIONS – None

FINANCIAL

Bill Sheet & Financial Statement – General \$13,104.27; HA \$370.21; Sewer \$10,660.39

- Motion to approve bills as by Grimm, seconded by Kuntz, motion carried unanimously.

- Motion to include an additional \$500.00 that was included in the check for \$3,500.00 in the bills paid for the park tree services by Grimm, seconded by Kuntz, motion carried unanimously.

(A detailed listing of bills & financial statements is available in the Borough Office.)

UNFINISHED BUSINESS

Engineering Agreements – The borough will deal direct with CDR Maguire Engineering not the county.

- Motion to accept CDR for the Frederick Street project by Grimm, seconded by Higgins, motion carried unanimously.

- Motion to make an agreement with the county for Steve Gibson to be the project engineer by Grimm, seconded by Allison, motion carried unanimously.

Sewer Service Line Replacement Letter – For the laterals not completed a letter will be sent to the homeowners and contractors as a 30-day notice to complete.

- Motion to have letter sent by Grimm, seconded by Hoy, motion carried unanimously.

Solicitor Letter – Regarding Steve Gibson representing Clinton County and Flemington Borough.

- Motion to continue with Houser as solicitor through both projects by Grimm, seconded by Hoy, motion carried unanimously.

Park Masterplan – Notify BRIX Design Group of Williamsport of project acceptance for \$47,500.00.

- Motion to accept BRIX for the park masterplan by Allison, seconded by Kuntz, motion carried unanimously.

NEW BUSINESS

CDBG Architectural Barriers -

- Motion to approve by Grimm, seconded by Kuntz, motion carried unanimously.

Audit Report – Further supporting information was required.

- Motion to table until next meeting by Allison, seconded by Grimm, motion carried unanimously.

Water Filtration Authorization Resolution

- Motion to approved the Central Clinton County Water Filtration Authority Resolution 2025-04 by Grimm, seconded by Hoy, motion carried unanimously.

Regular Meeting
August 28, 2025

Corrected

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on August 28, 2025. Present were Mayor Durkin, Wayne Allison, Dave Grimm, Ed Higgins, Albert Hill, Traci Kuntz and Stephen Hoy. Don Grant was absent. Also present was Kollin Wheeler.

PUBLIC COMMENT – None

MINUTES – Tabled to next meeting.

UNFINISHED BUSINESS

Culver/Canal Street – Grimm reported that the Borough has been monitoring the debris levels for several months. There is a slow accumulation. The property owner at 636 Canal Street has agreed to allow the Borough to use her property to access the area. The Borough will draft a waiver stating that we will restore her property to its original state if it is damaged. Grimm would like to have the fire company blow the debris out and have Edmonston scoop the debris from the Canal. We've obtained two quotes from Edmonston of \$350 to dig a hole upstream and \$350 to scoop and remove debris from Freedom Run. Grimm motioned to hire Edmonston to complete the work; Allison and Hoy seconded. Motion unanimously carried.

144 High Street – Council discussed the weeds at the property. We haven't been able to get any response from the property owner. Hoy suggested we follow through with legal action as required in the ordinance, which would include posting the property, etc. Allison added that he would like to see the weeds accumulating outside the curb on Huston Street be removed.

NEW BUSINESS

Vision and Dental Insurance Renewal – Kuntz reported to increase in premium for 2025/26. She also explained that beginning in January 2026, the Borough will be eliminating its contributions towards family coverage. The renewal will include paid coverage for the employees and one minor child. Grimm motioned to approve the renewal; Allison seconded. Motion was unanimously carried. Grimm added that this will be a significant savings for the Borough particularly when renewing the healthcare portion of the insurance.

COMMITTEE REPORTS

Sewer – Grimm reported on the final three properties along the Wright Street sewer project that require lateral replacement. He stated that 520 Wright Street has a PA One Call pending; 420 Frederick is being handled by property management (foreclosure) and 506 Frederick Street has not responded to the final notice. Legal action may be necessary for 506 Frederick Street.

Streets – Hoy mentioned that some properties have constructed shelters near the street for their garbage cans. He questioned if these are allowable under the ordinance. Hill will discuss this with Brungard.

Fire Co. – Higgins reported there will be a chicken BBQ September 27th from 10:00 a.m. to 1:00 p.m. at the vacant lot beside the firehall.

Recreation – Allison reported that the firms showing interest in the Master Plan project have been notified of the committee's recommendation. A kickoff meeting is planned for sometime after Labor Day. BRIX has agreed to take some time to speak with those attending the annual Meet & Greet to obtain ideas on the needs and wants for the future park plan. The application for grant funds has been submitted to DCED.

Personnel – Allison asked that Council prepare to participate in evaluations for employees. Feedback is necessary and asked that all of Council take the time to get involved in the process and communicate their thoughts to the Committee.

Finance/Grants – Kuntz reported that budget time is approaching. Please prepare your expenditure requests asap.

"Hi Neighbor" – The annual Meet & Greet will be held September 20th. Charity will print the flyers.

ACT 32/TCC – Grimm will attend the next meeting.

ADJOURN: 7:43 p.m.

ATTEST: Charity H. Walizer-Etters, Secretary/Treasurer

Regular Meeting
September 11, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on September 11, 2025 with the Pledge of Allegiance and a moment of silence. Present were Mayor Durkin, Wayne Allison, Don Grant, Dave Grimm, Ed Higgins, Albert Hill, Traci Kuntz and Stephen Hoy. Also present were Jo Larocque, Dan Baker, Dustin Houtz and William Brungard.

PUBLIC COMMENT – None.

MINUTES – Kuntz motioned to approve August 14th, 2025 minutes; Higgins seconded. Motion unanimously carried. Grimm motioned to approve August 28, 2025 minutes; Hoy seconded. Motion unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION

ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS – As presented.

FINANCIAL

Bill Sheet & Financial Statement – General \$5,958.56; HA \$700; Sewer \$85,345.92. Allison questioned the bypass fees. Grimm stated that we have corrected some of the borough's infiltration. We still have a lot to go. Grant and Kuntz motioned to pay the bills as stated; Grimm seconded.

(A detailed listing of bills & financial statements is available in the Borough Office.)

UNFINISHED BUSINESS

Audit Report – Kuntz explained that the capital project expenditure effected our ending balance. However, this was reimbursed with loan proceeds in 2025; Allison motioned to accept the report; Grant seconded. Motion unanimously carried.

NEW BUSINESS

None.

COMMITTEE REPORTS

Zoning – None.

Sewer – Daeco removed 5-6 loads of debris from Freedom Run. They dug 5 feet across and approximately 7 feet wide area so that the hole will catch incoming debris. We are still waiting for Badger to come in to dig out the debris inside the culvert. There is currently one lateral replacement plus the vacant 420 Frederick Street property left to be completed.

Streets – Allison suggested we look into piggybacking with Allison Township to have some streets relined. Discussion ensued regarding the weeds at the curbs. Allison suggested spraying them; Higgins opposed due to toxic chemicals with pet and pedestrian traffic.

Public Safety – Higgins reported on a letter received requesting the carnival grounds be made a “no smoking” area. He suggested designating the pavilion area as such. Council agreed this is fire company property/business.

Fire Company – Chief Houtz reported there will be a chicken BBQ in the vacant lot beside the firehall on September 27th. They've received several parade requests including Centre Hall's 150th celebration. There will be a Fall Bingo held October 25th. They're having the AC units at the station and the Redeye repaired. They have a fire drill planned for Susquehannock. They also have the rescue truck they purchased from Glick's for \$5,250.

Recreation – Met with BRIX on the potential Grove Park Master Plan. BRIX will be attending the Meet & Greet on September 20th to talk to residents about the wants and needs for the Plan.

Regular Meeting
September 11, 2025

Community Development – Hoy reported the boxes are piling up again at 115 Frederick Street.

Finance – Budget requests are due by October 6th. Grimm reported that Flemington has been approved for approximately \$70,000 grant for sidewalks/architectural barriers.

“Hi Neighbor” – Thanked the borough for printing and helping to distribute the flyers for the Meet & Greet.

ANNOUNCEMENTS: Borough Association Dinner Meeting October 14th at 6:00 p.m. in Beech Creek.

ADJOURNMENT: Kuntz motioned to adjourn at 8:09 p.m.; Grant seconded. Motion carried unanimously.

- Motion to adjourn by Kuntz, seconded by Higgins, motion carried.

ATTEST: Charity H. Walizer-Etters
Secretary/Treasurer

Regular Meeting
September 25, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m., September 25, 2025. Present were Wayne Allison, Dave Grimm, Ed Higgins, Albert Hill, Traci Kuntz and Stephen Hoy. Don Grant and Mayor Durkin were absent. Also present were Kollin Wheeler and Jo LaRocque.

PUBLIC COMMENT – None.

MINUTES – Hoy motioned to approve the September 11, 2025 minutes; Higgins seconded. Motion unanimously carried.

UNFINISHED BUSINESS - None

NEW BUSINESS

Fire Co. Parade Request – Grimm motioned to approve the fire company’s attendance for Centre Hall’s 150th celebration/parade; Higgins seconded. Motion unanimously carried.

Christmas Lights/Banner – Grimm motioned to adopt Resolution No. 06-2025 to make application for PennDot Highway Permit for Christmas lights across High Street; Kuntz seconded. Motion carried. The lights will be placed November 9th, 2025, weather permitting and removed January 4th, 2026, weather permitting.

CD Rates – Kuntz reported that our Highway Aid CD (4.25 percent with Jersey Shore State Bank/Northwest Savings Bank) matures next week. She obtained current rates from local banks as follows: Woodlands – 7 months at 3.75 percent, 12/13 months at 3.25 percent and 15/18 months at 3.0 percent; Journey – 5 months at 4.10 percent and 9 months at 3.70 percent; First National Bank – 3 months at 4.0 percent and 6 months at (originally 3.75 percent) countered at 4.0 percent; Northwest – 6 months at 4.0 (if they can hold the rate until next week) and 10 months at 3.75 percent; First Commonwealth Bank – 3 months at 3.60 percent, 6 months at 3.50 percent, 9 months at 3.40 percent, 12 months at 3.30 percent and 18 months at 3.20 percent. Allison motioned to leave the funds (550,740.66) at Northwest Savings Bank if they will hold the rate. Otherwise move the funds to First National Bank (this is where the Borough has the majority of their accounts) at 4.0 percent for 6 months; Grimm seconded. Motion unanimously carried.

COMMITTEE REPORTS

Streets – Hill would like the committee to meet and check all street signs for current reflectivity and replace as necessary in 2026. Allison suggesting lining streets. Hill stated he would want to consult with neighboring municipalities to see if we can piggy back for a lower cost.

Community Development – The paperwork has been submitted to move forward with enforcement for the high grass at 666 Woods Avenue. Council briefly discussed the increasing number of solicitors in the borough neglecting to obtain permits. Council is encouraging residents to ask to see permit before engaging further with unknown visitors.

Recreation – Allison reported BRIX attended the Meet & Greet and were pleased with the feedback from the residents for the anticipated Master Plan preparations. He asked that Council start thinking about key people to interview for the plan that will possibly begin early next year pending grant funds.

Personnel – Allison asked that Council participate in evaluations for employees. Feedback is necessary from all of Council.

Finance/Grants – Kuntz reminded Council that expenditures are due to the office by October 6th.

“Hi Neighbor” – The annual Meet & Greet went well with more than 100 residents attending this year.

ACT 32/TCC – Grimm stated that there will be a meeting Monday at City Hall on Berkheimer taking over the collection of Earned Income Taxes for the area.

ANNOUNCEMENTS: Borough Association Dinner Meeting – October 14th at 6:00 p.m.

ADJOURN: Grimm motioned to adjourn at 7:32 p.m.; Allison seconded. Motion unanimously carried.

ATTEST: Charity H. Walzer-Etters, Secretary/Treasurer

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on October 9, 2025 with the Pledge of Allegiance and a moment of silence. Present were Mayor Durkin, Wayne Allison, Don Grant, Dave Grimm, Ed Higgins, Albert Hill and Stephen Hoy. Also present were Jo Larocque, Dustin Houtz and William Brungard. Kuntz was absent.

PUBLIC COMMENT – None.

MINUTES – Grant motioned to approve September 25, 2025 minutes; Hoy and Higgins seconded. Motion unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION

ORDINANCE ENFORCEMENT OFFICER – It was reported that a chicken coop has been constructed at 1404 West Fourth Street. Etters will communicate this to Code Inspections, Inc. as a violation/no permit. This will also need to comply with our Animal Ordinance regulation (distance from property lines), which would be the responsibility of the Ordinance Enforcement Officer.

COMMUNICATIONS – As presented.

FINANCIAL

Bill Sheet & Financial Statement – General \$6,692.93; HA \$17.69; Sewer \$5,584.99; Tar Kettle \$113.03. Grant motioned to approve the bill sheet and financial statement as presented; Hoy seconded. Motion unanimously carried. Grimm requested that the Pine Mountain Excavating invoice be considered for payment at the next meeting in order to close out the PennVest loan. Grimm answered some questions from the last meeting in reference to infiltration vs. bypass fees. He explained that our infiltration is not reflected in our bypass fees from the CCSA. The infiltration costs are reflected in metered sewage billed by the City of Lock Haven. This used to be charged as a flat rate each year but is now reflected in actual billed expenses.

(A detailed listing of bills & financial statements is available in the Borough Office.)

UNFINISHED BUSINESS

NEW BUSINESS

Turnback Funds – It was suggested that the Woods Avenue (Turnback Funds) CD be earmarked by ordinance to prevent future Councils from spending those funds on other streets since this money was granted by PennDot specifically for Woods Avenue. Hoy agreed but would like to see the interest accrued from the investment of those funds go to the Highway Aid fund for other streets. Others suggesting revisiting the interest allocation at maturity and decide on a case-by-case basis. Hoy motioned to earmark and continue to invest the funds along with the accrued interest. Motion carried with Allison voting “no”. ~~They~~^{He} expressed that ~~they~~^{he} would prefer the interest income be deposited to the Liquid Fuels account to accommodate the repairs to other streets.

Sewer Savings Account – Etters suggested the unutilized line items in the Sewer Fund budgeted in 2025 for engineering Frederick Street and emergency sewer repairs be deposited into a CD or other investment fund to promote the most interest for future projects. Dave motioned to move the funds as stated; Grant seconded. Motion unanimously carried.

Trick-or-Treat Hours – Allison motioned to set Trick-or-Treat hours for October 31st from 6:00 p.m. until 8:00 p.m.; Grimm seconded. Motion unanimously carried.

Leaf Pickup – Set for Tuesdays in November. Allison suggested starting on October 21st. Brungard agreed they could begin October 21st.

Regular Meeting

October 9, 2025

Clinton County Community Foundation Grant – Allison suggested we apply to the Foundation to acquire a blinking “Watch Children” sign for placement near 527 Sturdevant Street and an additional speed indicator sign. Allison motioned to proceed with the application process; Grimm seconded. Motion unanimously carried.

Clinton County Sewer Authority Representative – Grimm reported on the history of the Clinton County Sewer Authority for any new members of Council. He added that we received a letter requesting the current representative be replaced since he has been unable to return to meetings since 2024 due to health issues. We have not received a report in several months. Allison motioned to recommend Dave Grimm as Flemington’s representative; Higgins seconded. Motion unanimously carried.

COMMITTEE REPORTS

Zoning – None.

Sewer – The Borner sewer lateral is the last in the project area to be replaced. It appears that property management for the mortgage company will be working on this in the near future.

Streets – Hill reported that they are working on quotes for line striping for 2026 and will be applying for grants to acquire new signage for our streets in 2026. Etters suggested mentioning our street lining plans at the Clinton County Borough’s Association dinner meeting in hopes we can piggyback with another municipality to save costs.

Fire Company – Chief Houtz reported that they’re in the process of installing surveillance cameras in and around the building. The chicken BBQ went well; they sold of chicken in a half hour and twice more before the end of the sale. They raised \$947 for each organization. They will be holding a bingo on October 25th. They’re still prepping the traffic unit for the street. Grant suggested lighted signage for the ramp to alert drivers when the trucks are pulling out of the station.

Community Development and IPMC – Hoy reported that we will likely be back in court again about the high grass at 666 Woods Avenue. He added that boxes are accumulating at 115 Frederick Street.

Recreation – Allison distributed correspondence received from Pine Creek Township on their *Memorial and Tribute Giving Program* suggesting that we consider a similar program for Grove Community Park. He asked that Council review the correspondence and make suggestions for consideration at a future meeting. Allison suggested we advertise our reservation fees better. Grant asked if the lights can be turned off after a certain time in the evenings. Brungard stated that the idea for keeping the area lighted is to deter vandals.

Personnel – Allison reported that he has had low participation with employee reviews. He asked that Council take the time to complete evaluation forms that will be distributed before the next meeting.

Finance/Grants – It was reported that we will apply to the County and to PennDot in 2026 to cover new street signage throughout the Borough based on a reflectivity review on the existing signs.

“Hi Neighbor” – PennDot has approved the installation of the holiday lighting across High Street. Weather permitting, they will be installed on November 9th and removed on January 4th. Shawn Wells will be donating the use of his two-person bucket truck for the job.

Act 32/TCC – Grimm reported that Berkheimer is currently working on a contract for the Earned Income Tax and will work with a liaison with each municipality to release records as needed.

ANNOUNCEMENTS: The County Borough Association dinner meeting will be October 14th. Bob Rolley will be the guest speaker.

ADJOURNMENT: Hoy motioned to adjourn at 8:23 p.m.; Grimm seconded. Motion carried unanimously.

ATTEST: Charity H. Walizer-Etters
Secretary/Treasurer



Regular Meeting
October 23, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m., October 23, 2025. Present were Mayor Durkin, Don Grant, Dave Grimm, Ed Higgins, Albert Hill, Traci Kuntz and Stephen Hoy. Wayne Allison was absent. Also present were Jo LaRocque and Dustin Houtz.

PUBLIC COMMENT – None.

MINUTES – Grant motioned to approve the October 9, 2025 minutes; Hoy seconded. Motion unanimously carried.

UNFINISHED BUSINESS

Health Insurance Renewal – Kuntz reported that the renewal premium including family coverage has increased from the current rate of \$62,592.36 to \$75,557.28. Kuntz reminded Council that spouses will be removed from the plan on January 1, 2026. Employees may retain their spouses at their own cost. Employees will also voluntarily remove adult children from the plan January 1, 2026—they may also be retained at their own cost. This will promote a savings of 35,174.28 for the 2026 budget.

Pine Mountain Excavating Invoice – Grimm motioned to release payment of \$3,000 as final payment to Pine Mountain for the Wright Street sewer project; Kuntz seconded. Motion unanimously carried.

Soliciting – Ethers reported that soliciting in the Borough is increasing. The application process does not prevent those convicted of a crime from soliciting. The safety of the residents is a concern. However, the law prohibits discriminating against those with arrest records. She asked for other suggestions of to make residents aware of the risk of opening their door to salespeople or anyone unknown to them.

NEW BUSINESS

Office Desk – Ethers requested approval to purchase new desk system for the office (includes u-shaped desk, lateral file and book shelf). She distributed two quotes for the two similar systems (Quill at \$1,699.69 and Staples \$3,751.19). Her current desk is duct taped together. She added that she does have funds left in the office budget to cover the costs. Kuntz motioned to approve the purchase from Quill at \$1,699.69 plus shipping and handling fees; Grant and Higgins seconded. Motion unanimously carried.

Yard Sales/Signage – Grant requested that the Yard Sale and Temporary Signage (Zoning) ordinances be revisited. He feels we should make an attempt at bettering relations with our residents/businesses. He has some notes on the subject. Grimm suggested the Zoning and Ordinance Codification Committee review his suggestions. Grant will distribute his ideas for the Committee to review.

Wages/2026 Budget – *Executive Session for the end of the meeting.*

COMMITTEE REPORTS

Streets – Hill reported that quotes have been obtained for line striping the streets. We will piggyback with another municipality if that's more cost effective.

Fire Co. – Chief Houtz reported that the traffic unit is still in for repairs. They cancelled their scheduled bingo due to low ticket sales. Council suggested a “fire company” blinking sign be included in the Clinton County Community Foundation grant application. Higgins and Hill will meet with Brungard in the morning and consult with PennDot as well.

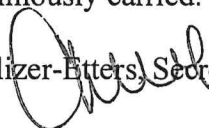
Community Development – It was reported at the Clinton County Borough's Association dinner meeting that the Flemington Manor project is continuing to develop. Hoy reported on two properties on the upper side of town with cars on jacks. This is a safety concern and will be reported for ordinance enforcement.

“Hi Neighbor” – Higgins reported that the Christmas lights are all working and ready for installation.

ANNOUNCEMENTS: Borough Association Dinner Meeting – October 14th at 6:00 p.m.

ADJOURN: Grimm motioned to adjourn and enter Executive Session to discuss personnel/wages at 7:47 p.m.; Grant seconded. Motion unanimously carried.

ATTEST: Charity H. Walizer-Ethers, Secretary/Treasurer



Regular Meeting
October 23, 2025

REGULAR SESSION – Motion to return to Regular Session by Kuntz, seconded by Hill, motion carried.

Motion to approve the proposal to increase the wages of our employees as follows:

- Wage increase of \$6,000.00 for Charity Walizer-Etters,
- Wage increase of \$6,000.00 for Bill Brungard,
- Wage increase of \$4,000.00 for Kollin Wheeler,

... pending dropping the insurance of aging out and by other means covered children by Grimm, seconded by Kuntz, motion carried with a unanimous rollcall vote of “yes” by Hill, Grant, Grimm, Higgins, Hoy, Kuntz and Durkin. These increases were implemented following extensive review of the most recent PA Wage and Salary Survey and local municipal salaries along with consideration for years of service. Included in negotiations was the elimination of the Borough’s share of the family health premiums, which saved the borough a significant amount of money in an effort to keep taxes the same for 2026.

ADJOURN: Motion to adjourn by Grimm, seconded by Kuntz, motion carried at 8:30 p.m.

ATTEST: Donald Grant, Secretary Pro-Tem

Regular Meeting
November 13, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on November 13, 2025 with the Pledge of Allegiance and a moment of silence. Present were Mayor Durkin, Wayne Allison, Don Grant, Dave Grimm, Ed Higgins, Albert Hill, Traci Kuntz and Stephen Hoy. Also present were Jo Larocque and William Brungard.

Council welcome special guest Rayne Burgin observing for her participation in Leadership Clinton County.

PUBLIC COMMENT – None.

MINUTES – Grimm motioned to approve October 23, 2025 minutes; Hoy seconded. Motion unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION

ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS – As presented.

FINANCIAL

Bill Sheet & Financial Statement – General \$12,212.77; HA \$65.76; Sewer \$47,581.32; Kuntz motioned to approve the bill sheet and financial statement as presented; Grimm seconded. Motion unanimously carried.

(A detailed listing of bills & financial statements is available in the Borough Office.)

UNFINISHED BUSINESS

Park Master Plan RFP – Allison reported that since the last report, BRIX has closed its doors. However, Chris Keiser has moved on with another company and has shown interest in submitted a proposal for them. He will be in touch once he is settled into his new position.

Park Memorial Tribute Program – Allison suggested Flemington create the program and provide funeral homes, etc. Grimm suggested turning the planning process over to the Recreation Committee. Grant motioned to move ahead; Hoy seconded. Motion unanimously carried.

Proposed Budget – Distributed for review earlier this month. Grant suggested additional funds be considered for emergency services. Grimm explained the history of why the committee kept the same contribution as 2025. He reported that funds are still on the table from 2025 that were never requested. He explained the proper procedure and why that procedure has been put into place. Grant fears that more and more services will be forced to close if municipalities don't contribute more funds. Allison motioned to approve the 2026 Proposed Budget; Grimm seconded. Motion unanimously carried.

NEW BUSINESS

Suburban Water Authority Representative – Jack Peters has resigned as Flemington's representative. At this time Council is searching for a replacement, which requires attendance at one meeting per month. Council agreed it is necessary to recognize Peters for his 35 years of service representing the Borough.

COMMITTEE REPORTS

Zoning – The Committee will meet once suggestions on signage are received from Grant.

Sewer – The Committee met with PennVest to inspect the project. We are now waiting for our engineer to provide the proper documents to move forward with closeout.

Streets – Hill reported that winter maintenance has begun. Stop bars are in need of repainting.

Public Safety – There have been some parking issues at the Taco Bell/Peasley location. The current occupants of the Peasley garage have been blocking the alley. The Committee will look into a remedy and if

Regular Meeting
November 13, 2025

Council
D.M. Oj

the Borough should be involved in the matter. Council plans to make application to the Clinton County Community Foundation for signage around the dance studio and ball field area for added safety.

Community Development and IPMC – Hoy reported that the Committee met last week. Boxes were again removed from 115 Frederick Street. There is nothing new on 666 Woods Avenue. There is a car on blocks at the old Floruss property. A Notice of Violation has been issued to 1404 West Fourth Street for a chicken coop.

Personnel – Congratulations to the newly elected officials. Thank you to Mayor Durkin for his 24 years of service. Employee Christmas lunch will be sometime in December.

Finance/Grants – Kuntz reported that we met with PLGIT are working with them and the local banks to acquire the best possible interest rates on some investment opportunities.

“Hi Neighbor” – The holiday lights are up on High Street.

Act 32/TCC – Grimm reported that Berkheimer will be opening offices in McElhatten at the former Outlet Mall. They will be open five days a week with a staff of approximately 15-20 people.

ANNOUNCEMENTS:

ADJOURNMENT: Allison motioned to adjourn at 7:59 p.m.; Grant seconded. Motion carried unanimously.

ATTEST:  Charity H. Walizer-Etters
Secretary/Treasurer

Regular Meeting
December 11, 2025

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on December 11, 2025 with the Pledge of Allegiance and a moment of silence. Present were Mayor Durkin, Wayne Allison, Don Grant, Dave Grimm, Albert Hill, Traci Kuntz and Stephen Hoy. Also present were Jo Larocque, Dustin Houtz and William Brungard. Higgins was absent.

PUBLIC COMMENT – None.

MINUTES – Allison motioned to approve November 13, 2025 minutes; Grant seconded. Motion unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION

ORDINANCE ENFORCEMENT OFFICER – Update on Provon chicken coop is needed.

COMMUNICATIONS – As presented.

FINANCIAL

Bill Sheet & Financial Statement – General \$6,969.54; HA \$9.98; Sewer \$3,965.46; Allison motioned to add \$3,556.16 to the bill sheet to cover annual and shared expenses from the fire company that include electric of \$1393.16, building insurance of \$768, fuel allocation of \$300 and annual equipment allocation of \$1095; Kuntz seconded. Grant motioned to approve the bill sheet and financial statement as presented; Grimm seconded. Motion unanimously carried. Eters reminded Chief Houtz that future allocation requests must be made well in advance of the December meeting each year.

(A detailed listing of bills & financial statements is available in the Borough Office.)

UNFINISHED BUSINESS

2026 Tax Resolution – Grant motioned to adopt the 2026 Tax Resolution No. 09-2025 with no tax increase; Grimm seconded. Motion unanimously carried.

Final Budget – Kuntz motioned to approve the final 2026 budget with wage increases and no tax increase with no changes since the proposed budget was distributed. Grimm seconded. Motion unanimously carried.

CDs – The Committee has been meeting regularly to discuss investments. After meeting with several investment entities, the committee is requesting to invest the greatest portion of our checking account/CD balances with the best local rate available. At this time, it appears that First Citizens Community Bank (FCCB) is offering the best rate. Once we confirm this rate is still applicable, we will make the transfers. Grimm motioned to move the funds where the best rate is acquired; Allison seconded. Motion carried unanimously.

Park Master Plan – As discussed at a previous meeting, the BRIX company has closed their firm. A representative from their company, Chris Keiser, has moved on with Hunt in Williamsport. Hunt is willing to honor the proposal submitted by BRIX for the Master Plan as presented earlier this year. Once the paperwork is completed and funds become available, we can move forward with the Plan.

NEW BUSINESS

Christmas Tree Pickup – Tree pickup will be January 8th and 15th.

City of Lock Haven/Pretreatment Program Adoption – Grimm motioned to adopt the City's Pretreatment Program Ordinance No. 854 as presented; Kuntz seconded. Motion unanimously carried. Grant suggested that in the future the ordinances be presented with changes noted/highlighted for a better review process by participating municipalities.

Regular Meeting
December 11, 2025

COMMITTEE REPORTS

Zoning – None.

Sewer – None.

Streets – Council complimented the crew on the street conditions during snow removal.

Building/Property – None.

Public Safety – None.

Fire Co – Chief Houtz presented the traffic unit’s new decal; Online fundraising raffles have begun; trainings are being scheduled; the City will be covering Mill Hall Borough for fire protection and Mill Hall will be covering Bald Eagle Township. He also reported that they were able to purchase a stair chair in preparation for becoming a Quick Response Service (QRS).

Community Development and IPMC – None.

Recreation – Allison reported that Rizzo replaced a downed tree at the park.

Personnel – *Executive Session will take place following the meeting to discuss employee evaluations.*

Finance/Grants – Allison reported that we will not be making application to the Clinton County Community Foundation this year due to inadvertently missing the deadline. However, we will be looking for other resources to complete the intended project.

“Hi Neighbor” – The Christmas lighting contest will be judged on December 16th.

CCEP – None.

Act 32/TCC – None.

ANNOUNCEMENTS: Reorganization Meeting January 5th, 2026. Please plan to attend. Please remember to attend the Clinton County Municipal Workshop at the Piper Building January 5th at 8:00 a.m.

ADJOURNMENT: Hoy motioned to adjourn at 8:10 p.m.; Kuntz seconded. Motion carried unanimously.

ATTEST: Charity H. Walizer-Etters
Secretary/Treasurer

RESOLUTION NO. 09-2025

Whereas: Flemington Borough Council presents its 2026 Final Budget figures for The Borough of Flemington.

Whereas: Flemington Borough Council sets the 2026 taxes as follows:

REAL ESTATE TAX	1.25 MILLS
PER CAPITA TAX	\$0
REAL ESTATE TRANSFER TAX	½ OF 1% (½%)
EARNED INCOME TAX	
RESIDENT	½ OF 1% (½%)
NON-RESIDENT	1%
LOCAL SVCS TAX (FORMERLY EMS)	\$47 (\$52 MINUS \$5)
BUSINESS PRIVILEGE TAX/MERCANTILE TAX	
RETAIL	¾ MILL (½ OF 1½ MILLS)
WHOLESALE	½ MILL (½ OF 1 MILL)

Now, Therefore, Be It Resolved by the Flemington Borough Council that it hereby creates the 2026 budget figures.

Be It Further Resolved that a copy of this resolution along with the adopted budget shall be available for public inspection in the Flemington Borough Office located at 126 High Street, Flemington Borough, Flemington, Clinton County.

Flemington Borough Council

Albert M. Hill

President

Dated: December 11th, 2025

Approved as to form and legality:

I, Charity H. Walizer-Etters, of The Borough of Flemington and the Commonwealth of Pennsylvania, do hereby certify that the above is a true copy of a resolution adopted at a meeting of the Flemington Borough Council held on December 11TH, 2025.

Date: December 11th, 2025

Clerk/Secretary:
Charity H. Walizer-Etters