

REGULAR MINUTES

April 9, 2009

REVISED

President Pat Gensib called Flemington Borough Council meeting held Thursday, April 9, 2009, at 7:00 p.m. to order. Roll call showed the following Council present: Hoy; Hill; Shope; Gensib; Dion; LaRocque and Mayor Durkin. Grimm was absent.

The minutes of the March 2009 Meetings were approved.

PUBLIC COMMENT:

REPORTS OF OFFICERS:

Permits: Chaplain reported that 3 zoning permits were issued since the last meeting.

Ordinance Enforcement Officer (OEO):

COMMUNICATIONS:

FINANCIAL:

The bill sheet totaling General \$16,253.28 w/additions; Sewer \$27,679.70; Highway Aid \$0; was presented for Council's approval. Shope questioned the payment of \$500 each to the Auditors. Shope objects since it took them less time this year than last year and they had very little findings to report compared to last year. Gensib stated that the payment was listed on the bill sheet for all of Council to review. He added that it was included as such in the budget and approved by all of Council then. LaRocque added that passing the budget doesn't necessarily approve bills as they are presented. Hill suggested separating the Auditors pay from the bills motioned to pay the auditors \$500 each; LaRocque seconded. This motion was carried unanimously. Hill motioned to pay the bills excluding the Auditors pay (As this was approved separately); LaRocque seconded. Motion carried unanimously. Hoy motioned to accept the financial statement; Dion seconded. Motion unanimously carried.

UNFINISHED BUSINESS:

NEW BUSINESS

Community Yard Sale – May 1st and 2nd; Dion motioned to approve the date; Shope seconded; carried unanimously.

Dumpsite Intergovernmental Agreement with Castanea – The Borough Crew will assist in processing the debris for mulch. Shope suggested the mulch be available to Flemington residents. Dion motioned to approve the agreement; Shope seconded. Motion carried unanimously.

2009 Street Project – Bid will be received until Monday, May 11th at 4:30 p.m., opened at 7:00 p.m. and awarded May 15th at the Regular Meeting. Hill motioned to put out for bid as prepared by PennDot Municipal Services; Hoy seconded. Motion unanimously carried.

COMMITTEE REPORTS:

Sewer – Closing for the project anticipated for June.

Public Safety – Clinton County Fire Police to be discussed at the Borough Association Dinner Meeting next week.

Personnel - Charity requests vacation April 17th, May 1st and June 12th. Bill requests vacation April 9th, 10th, and 13th. Hill motioned to approve; Shope and Dion seconded; Motion carried unanimously.

Finance – LaRocque urged all to attend the Act 32 Meeting to discuss collection of the Earned Income Tax. Gensib thanked LaRocque for his explanation to Council on the topic.

COG – Act 32 discussion and Zoning.

CCEP – Shope mentioned the possibility of being included on the calendar of events available through the Partnership. She will forward the contact info to Charity. She also reported on the availability of the Co-op Program with Career Link.

ADJOURN: 7:31 p.m.

ATTEST: Charity H. W. Chaplain, Secretary/Treasurer

Work Session
May 11, 2009

President Gensib called to order the work session of the Flemington Borough Council. Flemington Borough Council present at work session April 6, 2009, Patrick Gensib; Dave Grimm; Mary Ann Dion; Paul LaRocque; Catherine Shope; Albert Hill; and Steve Hoy. Also present was Steve Gibson, Engineer. Absent was Mayor Durkin.

BID OPENING

R.C. Bowman - \$83,656.16; Hawbaker - \$63,257.60; HRI, Inc. - \$75,636; Charles Construction - \$86,340.56; Wolf Excavating - \$97,968.05. Municipal PennDOT Rep Dennis Folmar will review the bids to be awarded on Thursday.

COMMUNICATIONS

PUBLIC COMMENT

OEO REPORT - Distributed his report for Council to review. Gensib asked Bill to check the properties that are for sale for high grass.

FINANCIAL

Bill Sheet/Financial Statement - The bills and financial statement for the month were distributed.

UNFINISHED BUSINESS

Hill Section Sewer Project – Out for bid opening June 22; review until and reward July 9th.

NEW BUSINESS

EMS Week Proclamation

Recreation Program Recommendation – Jack Bailey recommended Lauren Dwyer of Mill Hall for the position.

COMMITTEE REPORTS

Sewer – Hoy asked if we have a policy in place for collection of late sewer bills. Hill stated she set up a payment plan to bring those delinquent customers up to date before the next quarter billings.

Streets – Dion questioned the soapy water running from the house on the corner of West Fourth and Allison. Bill answered it is a yard drain that runs into the street. EJ Brenneman will come in within the next couple of months to correct the James Street micro-seal issue.

Recreation – Saw dust placed at the park. Moved the flag pole closer to the dugout/concessions. Bill reported on the County flag for the War Memorial. The Commissioners is charging \$65 for the flag—in the past they provided them at no cost.

Personnel – Resignation has been received May 4th, 2009 from Laborer Shawn Smith. Personnel Committee reviewed previous applicants. Committee is recommending Jamie Nyman who was interviewed along with the first applicants as received in November. Shope questioned a possible conflict of interest with the Personnel Committee since Mr. Nyman is the son-in-law of one of the committee members. Borough Code does not consider this a conflict of interest. Brungard requests vacation May 21, June 29 & 30 and July 1 & 2.

Finance – LaRocque reported on Act 32. The School District agreed that they would control all decisions on the new committee. LaRocque asked what the School Districts plans are for the new tax office, and there were no plans as of yet. A committee will be formed in July of reps from the municipalities. LaRocque has volunteered to be a part of that committee.

Community Development – County has signed for the First Church of Christ subdivision. The Parsonage has been sold under the assumption that it had been subdivided. However, the subdivision appears to have never been recorded. Therefore, the plans will be reviewed by the Borough Planning Commission and following that Council will review the plans for final approval.

REGULAR MINUTES

May 14, 2009

President Pat Gensib called Flemington Borough Council meeting held Thursday, May 14, 2009, at 7:00 p.m. to order. Roll call showed the following Council present: Hoy; Hill; Shope; Gensib; Dion; LaRocque and Grimm. Mayor Durkin was absent.

The minutes of the April 2009 Meetings were approved with personal comments being removed from the wording.

PUBLIC COMMENT:

REPORTS OF OFFICERS:

Permits: Chaplain reported that 0 zoning permits were issued since the last meeting.

Ordinance Enforcement Officer (OEO):

COMMUNICATIONS:

FINANCIAL:

The bill sheet totaling General \$17,518.05 w/additions; Sewer \$5,728.89; Highway Aid \$0; was presented for Council's approval. Shope questioned quarterly payment to Philips for the copier. Charity explained that we will no longer pay this since our agreement is no longer with Philips. It was established that we will continue to pay the interest payment on the PennWorks loan until the paperwork is completed with the sewer authority. Grimm motioned to pay the bills; LaRoacque seconded. Motion unanimously carried. Shope motioned to accept the financial statement; LaRocque seconded. Motion unanimously carried.

UNFINISHED BUSINESS:

Bond Counsel Joe Pierce - attended the meeting with the paperwork required for the closing to take place on the Hill Section Sewer Project PennVest Loan. Mr. Pierce reviewed Debt Ordinance #226 to Council. LaRocque motioned to approve Ordinance No. 226; Grimm seconded. Roll-call vote unanimously approved ordinance adoption.

2009 Street Project – Bids were received as follows: R.C. Bowman - \$83,656.16; Hawbaker - \$63,257.60; HRI, Inc. - \$75,636; Charles Construction - \$86,340.30; Wolf Excavating - \$97,968.05. Municipal PennDOT Rep Dennis Folmar reviewed the bids and recommended awarding Hawbaker the project at \$63,257.60.

Unit Debt Analysis – Grimm motioned to contract with Brinjac for completion of the Unit Debt Analysis at a maximum of \$2,500.

NEW BUSINESS

Summer Recreation Program – Hoy motioned to hire Lauren Dwyer for the position as suggested by Jack Bailey; LaRocque seconded. Motioned unanimously carried.

EMS Week – Hill motioned to approve the Proclamation establishing June 17th through June 23rd, 2009 as EMS Week.

Employee Resignation – Dion motioned to approve employee resignation received from Laborer Shawn Smith; Grimm seconded. Motion unanimously carried.

Hire of New Employee – Grimm recommended hiring from the four individuals interviewed in October rather than advertising again for the same position. Grimm recommended hiring Jamie Nyman with a 60-day probation period. Mr. Nyman is able to begin work on Monday. Dion motioned to hire Nyman to fill the position; Grimm Seconded. Motion unanimously carried.

COMMITTEE REPORTS:

Public Safety – Clinton County Fire Police Meeting May 28th at 7:00 p.m. at Mill Hall Fire Hall.

REGULAR MINUTES

May 14, 2009

Personnel – Grimm motioned to approve Brungard's vacation request for May 21, June 29 & 30 and July 1 & 2; Dion seconded. Motion carried unanimously.

Finance – CD Renewal. Grimm suggested not renewing but using the CD balance towards the 2009 Street Project. Hill motioned to do so; Shope seconded. Motion unanimously carried.

ANNOUNCEMENTS:

Election Day 5-19

ADJOURN: 8:20 p.m.

ATTEST: Charity H. W. Chaplain, Secretary/Treasurer

Work Session
June 8, 2009

President Gensib called to order the work session of the Flemington Borough Council. Flemington Borough Council present at work session June 8, 2009, Patrick Gensib; Mayor Durkin; Mary Ann Dion; Paul LaRocque; Catherine Shope; Albert Hill; and Steve Hoy. Also present was Foreman Bill Brungard. Absent was Dave Grimm.

COMMUNICATIONS

PUBLIC COMMENT

OEO REPORT - Distributed his report for Council to review.

FINANCIAL

Bill Sheet/Financial Statement - The bills and financial statement for the month were distributed.

UNFINISHED BUSINESS

Church Subdivision – Planning Commission had no quorum. County Planner has approved the subdivision.

NEW BUSINESS

Flag Pole – Placed in Right-of-Way at the corner of Allison and West Fourth. The Mayor and Brungard painted the site triangle in the location for Mr. Keyser's information. He was informed as was property owner Bill Gebhardt that the pole must be moved out of the site triangle. The Express was notified by Mr. Keyser of the situation; the Borough provided the Express with a copy of the ordinance noting noncompliance.

Operator's License – Brungard is being required by DEP to obtain his Class E Operator's License. Brungard is to contact Gibson or Bailey for additional information.

Committees – Mayor Durkin is requesting that he be notified of all Committee Meetings so that he may have the option to attend. He has been notified by PSAB that he is not counted as part of a quorum for such meetings. Council agreed that he be notified of such meetings.

COMMITTEE REPORTS

Sewer – Bids for the Hill Section Sewer Rehabilitation Project will be opened Monday, June 22nd. Shope questioned the requirement of the third engineer. Gensib stated that Grimm will address this at the next Sewer Authority Meeting. Shope asked who is requiring it, and Hoy answered PennVest.

Streets – Paving project complete. Joints were sealed today. It was estimated by PennDot that 1033 tons of asphalt would be needed; 1036 tons were put down. Shope questioned the status of snow guards being required at Killingers. Brungard reported Mr. Killinger agrees to keep the streets free of snow from his roof.

Recreation – The Committee met with Steve and Joel from Brinjac to go over the perimeter of the park and the projects anticipated. A survey of the park will be conducted and continuance on the project is expected in mid-July.

Personnel – Brungard reported that training of new employee going ok. Career Link will begin orientation on June 11th.

Public Comment – Fire Police Report: Gensib reported that the Station 48 Fire Police is non-functional and is not being dispatched at this time by the Com Center. Hoy concerned with how the badge reads "municipality" and "Fire Co." Durkin asked how the Borough knows who is liable. Hoy announced his support for a Fire Police Task Force.

ANNOUNCEMENTS: Zoning Committee meets 6/10 @ 6:00 p.m. at City Hall; Work Session 6/22 to open sewer bids.

ADJOURN: 8:10 p.m.

ATTEST: Charity H. W. Chaplain
Secretary/Treasurer

REGULAR MINUTES

June 11, 2009

President Pat Gensib called Flemington Borough Council meeting held Thursday, June 11, 2009, at 7:00 p.m. to order. Roll call showed the following Council present: Grimm; Hoy; Hill; Shope; Gensib; Dion; LaRocque and Mayor Durkin. Also present were Borough Resident Charles Keyser, Deputy Fire Chief Jonathan Temple and Engineer Steve Gibson.

The minutes of the May 2009 Meetings were approved with corrections to the bid amounts as printed.

PUBLIC COMMENT:

Charles Keyser attended the meeting to discuss placement of his flag pole at the corner of Allison and West Fourth Streets. Mr. Keyser reported that Council and Employees informed him he was required to remove the pole. Council informed Mr. Keyser that that is not the case. Grimm stated that he was simply asked to move it out of the site triangle and borough right-of-way, which was communicated to the property owner Bill Gebhardt in writing. After lengthy discussion, Council agreed that Mr. Keyser must move the pole from the site triangle and borough right-of-way.

Gibson reported on the bid status for the Hill Section Sewer Rehabilitation Project. He announced that there are currently 22 plan holders. He added that the PennVest closing date has been pushed back due to miscommunication and the MBE (Minority Business Enterprise) changes. He is suggesting that since Council is opening the bids on June 22nd, they hold a Special Meeting to award the bids on June 25th. Shope questioned the bill for 3rd party review – Innovative Consulting Group—asking why only Flemington and Bald Eagle are included. Gibson answered that Woodward Township is not anticipating a need for funding. Gibson added that he reviewed the hours being proposed by Innovative Consulting Group and feels they are acceptable but that Innovative will be required to submit detailed reports for time submitted for payment. Gibson recommended we sign the agreement with Innovative Consulting Group. He also informed Council that we should hear about the award for the H2O Grant around July 14th.

Deputy Fire Chief for Goodwill Hose Fire Company No. 7, Jonathan Temple attended the meeting to give the fire report for the year. He reported 25 calls this year. He added that they are seeking a \$14,000 State Fire Grant and have already received \$9,000 for engine equipment and fire tools. They are in the process of trying to get the brush truck operational. They have applied for and are awaiting a response on a Federal Grant for 750,000 to replace the FWD for a new engine and rescue. Jonathan would like to attend the Council meetings each month to give an update of their happenings and asked that Council let him know what they would like to know about the fire company as well.

Gensib introduced new employee Jamie Nyman to Council.

REPORTS OF OFFICERS:

Permits: Chaplain reported that 3 zoning permits were issued since the last meeting.

Ordinance Enforcement Officer (OEO):

Planning Commission – Subdivision has been approved by the County. Borough Planning Commission did not have a quorum. Borough Code states that Council has 45 days from application to review and approve. Grimm motioned to approve; Hill seconded. Hoy questioned the distance between the back of the church and the line. The church is located in a Commercial Zone; therefore, it can be on the line. Roll call vote unanimously approved the subdivision. Shope expressed her interest in serving on the Planning Commission.

COMMUNICATIONS:

FINANCIAL:

The bill sheet totaling General \$12,583.27; Sewer \$18,827.09; Highway Aid \$1,289.58; was presented for Council's approval. Grimm motioned to approve with additions noted; Shope and Hoy seconded. Motion carried unanimously. Hill motioned to accept the financial statement; LaRocque seconded. Motion unanimously carried.

REGULAR MINUTES

June 11, 2009

UNFINISHED BUSINESS:

NEW BUSINESS

County Aid – LaRocque motioned to make application for allotted 2009 County Aid Funds of \$1,528 for payment of the 2009 Street Project; Hill seconded. Motion unanimously carried.

Engineering Fees – Innovative Consulting Group submitted their proposal for additional engineering being required by PennVest in the amount of \$4,491. Grimm motioned to approve; Dion seconded. Motion carried.

Committee Meetings – Mayor Durkin requested Council's approval to be notified of all committee meetings so that he may have the option to attend. He reported that according to PSAB, he is not counted as part of a quorum of Council for these meetings. LaRocque stated that advertising is required for committee meetings. Gensib requested advice from Faulkner on this subject.

Flag Pole – Walizer asked for Council's approval to send a letter to Gebhardt requiring the removal of the still-existing pole at the corner of Allison and West Fourth Streets. Grimm motioned to send the letter; Dion seconded. Motion unanimously carried.

Aviation Bureau – LaRocque expressed his interest in being the Borough's representative for the Aviation Bureau. Council agreed to appoint Mr. LaRocque as Flemington's representative.

COMMITTEE REPORTS:

Sewer – Possibly need Foreman to acquire Operator's Class E license. \$15 fee.

Streets – Street Project complete.

Recreation – New toilet paper dispensers purchased for restrooms.

COG – Zoning meetings are being setup for the compilation of the new ordinance. USDA has monies available within the new stimulus package. Municipalities may be eligible for equipment etc.

ADJOURN: 8:25 p.m.

ATTEST: Charity H. Walizer
Secretary/Treasurer

WORK SESSION MINUTES

June 22, 2009

President Pat Gensib called Flemington Borough Council Work Session held Monday, June 22, 2009, at 7:00 p.m. to order. Roll call showed the following Council present: LaRoque; Gensib; Shope; Grimm and Mayor Durkin. Also present was Borough Engineer Steve Gibson. Absent were Hoy, Dion and Hill.

PUBLIC COMMENT:

UNFINISHED BUSINESS:

President Gensib opened the bids for the Hill Section Rehabilitation Project. Bids were as follows:

Dave Gutelius Excavating and Paving, Inc.	599,147.00
Wolfe Coal & Excavating, Inc.	671,576.80
State Pipe Services, Inc.	602,212.00
Doli Construction Corporation	584,625.00
R.C. Bowman Inc.	451,736.25
Tri-State Grouting	1,067,389.00
Ameron Construction	722,828.55
Continental Construction, Inc.	476,349.60
Mid-State Paving, LLC	609,662.63

Gibson will review the bid packets to assure all paperwork is in order and will present Council with the apparent low bidder at Thursday's Special Meeting.

ADJOURN: 7:30 p.m.

ATTEST:

Charity H. Walizer
Secretary/Treasurer

SPECIAL MEETING MINUTES

June 25, 2009

President Pat Gensib called Flemington Borough Council Special Meeting held Thursday, June 25, 2009, at 7:00 p.m. to order. Roll call showed the following Council present: Hoy; Hill; LaRoque; Gensib; Shope; Grimm; Dion and Mayor Durkin. Also present was Borough Engineer Steve Gibson.

PUBLIC COMMENT:

UNFINISHED BUSINESS:

Gibson presented Council with the final four lowest bid results as follows:

Dave Gutelius Excavating and Paving, Inc.	599,147.00
Doli Construction Corporation	626,255.00 (<i>reflects calculation correction</i>)
Continental Construction, Inc.	476,349.60
R.C. Bowman Inc.	451,736.25 (<i>apparent low bidder</i>)

Gibson contacted Bowmans (the apparent low bidder) in reference to their substantially low bid. He added that all of their paperwork is in order. However, they will need to revise their DBE (Disadvantaged Business Enterprise) Solicitation per DEP guidelines. Bowmans have confirmed that they are comfortable with their bid as submitted. Gibson suggested to Council that they hire a full-time inspector to oversee the job for the duration of the project. Grimm asked if the Borough has an ordinance in place to require replacement of laterals with infiltration. Chaplain will check the ordinances for this. If an ordinance does not exist, Charity will obtain a copy of Woodward Township's Ordinance. Grimm motioned to award the Hill Section Sanitary Sewer Rehabilitation Project to R.C. Bowman for the amount of \$451,736.25, contingent upon their abilities to obtain DBE approval from DEP by the end of July of 2009 upon recommendation from Brinjac, Inc.; Hoy seconded. Motion was unanimously carried.

ADJOURN: 7:35 p.m.

ATTEST:

Charity H. Walizer
Secretary/Treasurer