

Regular Meeting
March 28, 2024

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council present at 7:00 p.m. on March 28, 2024 were Mayor Durkin, Wayne Allison, Donald Grant, Dave Grimm, Ed Higgins, Albert Hill, Traci Kuntz and Stephen Hoy. Also present were Kollin Wheeler, Maureen Mahon, Dustin Houtz and Michelle Hoffman.

PUBLIC COMMENT

MINUTES – Grant motioned to approve minutes for March 14, 2024; Hoy seconded. Motion unanimously carried.

UNFINISHED BUSINESS

ANIMAL ORDINANCE – Grimm motioned to advertise the ordinance as presented; Hoy seconded. Durkin questioned the allowance of farm animals. Kuntz pointed out that livestock is covered in the ordinance. Motion carried 6/1 with Grant voting “no”.

PARK BIDS – Allison reported that the DCNR grant award was officially rejected. He motioned to obtain cost estimates on planting trees and have Steve Gibson provide specs for the memorial area to be formally bid; Grant seconded. Motion unanimously carried.

FIRE COMPANY ORDINANCE – Allison motioned to advertise the training ordinance that was created by a joint effort of the Clinton County Communications Center, the Borough and the fire company members; Kuntz seconded. Motion was unanimously carried.

PENNVEST ORDINANCE NO. 262 – Kuntz motioned to adopt Ordinance No. 262, which enters Flemington Borough into a financial low interest loan agreement with PennVest for the 2024 sewer project at an estimated cost of \$350,810 at an interest rate of 1 percent for the first 5 years and 1.743 percent for the remainder of the 20-year term; Grimm seconded. The ordinance, which was advertised on March 22nd and will be advertised once more on March 29th passed by roll-call vote of 8/0 in favor of the ordinance. The committee will meet with PennVest on May 1st, 2024 at 11:00 a.m., with a settlement date for the loan of May 14th, 2024 at 2:00 p.m.

NEW BUSINESS

PAVILION RESERVATION FEES – Allison suggested Council consider raising the reservation fees for the pavilions. Grimm suggested checking the fees other municipalities have implemented. The fees are currently \$35 for the small pavilions and \$50 for the larger pavilions. We currently spend approximately \$6,100 per season for supplies, utilities and overtime (\$3,500) for cleaning the pavilions and emptying the cans. Hoy expressed his concern with deterring reservations with higher fees. It was also suggested that the committee check with other municipalities to see if they pay their employees to clean their pavilions and empty trash over the weekends.

COMMITTEE REPORTS

Sewer – Grimm mentioned he spoke with Laura Jameson with the Express to provide the public with information on the new requirements for lateral inspections prior to the sale of a property. Allison emphasized that inspections should be carried out during the crew’s working hours to prevent the need for overtime.

Streets – Hill reported that the crew is working on reflective signage. They’re also working on the inlets along the upcoming project location.

Building & Property – Grant reminded the Finance Committee about the security upgrades and locating funds in the budget to make the purchase.

Fire Company – M. Mahon reported they will be holding their annual hot dog sale at Unkel Joe’s Woodshed on the first day of fishing season. They’re considering concerts at the Redeye Center and have a couple of bingos scheduled. Allison and Kuntz suggested a music bingo. Houtz reported that the suppression system at the Redeye has been corrected and is now operational.

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Community Development – Hoy reported that 113 Allison Street is now in compliance; 1134 West Fourth Street is in the progress of being compliant and photos of the yard at 218 High Street have been sent to the ordinance enforcement department of the mortgage company (property in foreclosure).

Recreation – The mulch (100 cy) will be delivered soon. The crew will begin work on the water line to the dog park, painting the pavilions and the dog park gate soon.

Personnel – Allison distributed a list of summer hours to the committee to review for the borough crew.

Joint Building – Allison thanked the crew for painting the entry doors to the back of the building.

Grant Research – Awaiting further direction from DCED and the University of Pittsburgh on the 5-year plan.

Hi Neighbor – Higgins thanked everyone who showed up to stuff 3,500 Easter eggs. There was a large turnout for the egg hunt. They will be holding a work session at the concession stand on March 30th at 7:30 a.m. and they will begin prepping for carnival.

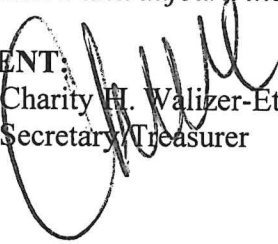
CCEP – Grant reported that the Partnership purchased the Renovo park and train shed.

ANNOUNCEMENTS: Council attended the meeting with Senator Dush on funding opportunities, which was very informative.

Hoy motioned to enter into an executive session at 8:05 p.m. to discuss legal matters; Kuntz seconded. Hoy motioned to adjourn the executive session at 8:15 p.m. and reconvene the regular session with no action from the executive session and adjourn the regular session; Grimm seconded. Motion unanimously carried.

ADJOURNMENT:

ATTEST:


Charity H. Walizer-Etters
Secretary/Treasurer

50TH ANNIVERSARY



EMS WEEK
May 19-25, 2024
HONORING OUR PAST.
FORGING OUR FUTURE.

EMS Week Proclamation

To designate the Week of May 19 - 25, 2024, as Emergency Medical Services 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 has grown to fill a gap 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, Flemington, PA in recognition of this event do hereby proclaim the week of May 19 - 25, 2024, as

EMERGENCY MEDICAL SERVICES WEEK

The 50th Anniversary of EMS Week theme is **EMS WEEK: Honoring Our Past. Forging Our Future**. I encourage the community to observe this week with appropriate programs, ceremonies, and activities.

Albert M. Hill President
Name and Title of Official

Regular Meeting
April 11, 2024

Council Vice-President Wayne Allison called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on April 11, 2024. Present were Mayor Durkin, Wayne Allison, Donald Grant, Dave Grimm, Ed Higgins, Traci Kuntz and Steve Hoy. Also present were William Brungard, Michelle Hoffman and Dustin Houtz. Albert Hill was absent.

PUBLIC COMMENT – None.

MINUTES – Grant motioned to approve the minutes of March 28th, 2024; Grimm seconded. Motion was unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION

ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS

FINANCIAL

BILL SHEET & FINANCIAL STATEMENT – Kuntz motioned to approve bills as follows: General \$14,898.15 (includes correction to mulch invoice \$2,600); Sewer \$4,217.90; Highway Aid \$1,173; Public Safety \$2,500. Grimm seconded. Motion carried unanimously.

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

UNFINISHED BUSINESS

Fire Company Training Requirements – Higgins motioned to adopt Ordinance No. 263; Grant seconded. Motion unanimously carried.

EMS Week Proclamation No. 01-2024 – Grant read the proclamation dedicating the week of May 19-25 EMS Week. Kuntz motioned to adopt Proclamation No. 01-2024; Hoy seconded. Motion unanimously carried.

Pavilion Reservation Fees – Kuntz motioned to increase the fees from \$35 & \$50 to \$40 and \$60; Grimm seconded. Motion unanimously carried.

Summer Hours (Borough Crew) – Allison proposed implementing the same weekend rotation as last year beginning the last weekend in April for 11 weeks through the end of September. The crew hours will be 6:00 a.m. to 4:30 p.m. Allison stressed the requirement for the crew to take their lunch each day throughout the summer during the schedule change. Grimm motioned to approve the summer hours; Kuntz seconded. Motion unanimously carried.

NEW BUSINESS

Spring Cleanup – Tuesdays in April.

COMMITTEE REPORTS

Sewer – Grimm reported on the excessive flow readings for the rainy periods during the most recent storms. There remains a significant amount of infiltration in the borough and stressed how important it is that we continue to update our lines throughout the borough to eliminate paying for the treatment of rain water vs. sewage. He reported 94,000 per dry month vs. 833,000 PER DAY during a heavy storm. He hopes the next sewer project will be Frederick Street lines. He also reported that we've been contacting new residents in reference to the sewer lateral inspection ordinance and making sure the few properties that were sold outside of a realtor are brought up to date with their inspections as required by the new ordinance passed in March. Most of those property owners are cooperating. The PennVest documents are being completed. We have a meeting with PennVest on May 1st and then settlement of the loan on May 14th. We will then be able to give the contractor Notice to Proceed. Gibson is working on the letter for the homeowners. Brungard will be attending a wastewater class May 9th in Williamsport.

Regular Meeting

April 11, 2024

Streets – Allison reported that the committee met with LTAP in reference to additional stop signs. Per their recommendation, there will be no additional stop intersections or 4-way stops added at this time.

Building/Property – Grant asked the Finance Committee to locate funds for additional security cameras at the borough building. Kuntz stated that at this time the committee would like to table the request until budget time and also coordinate a meeting with the Joint Building Committee since we are tenants here. Grimm stated his opposition to additional cameras at this time. He would like to look into security cameras for the salt shed and park for the future.

Public Safety – Higgins reported that he'll be requesting street closures for the carnival at next meeting.

Fire Co. – Dustin Houtz reported that he will be the new liaison between the borough and fire company. Houtz added that they're creating Standard Operating Guidelines for a Safety Officer. Mill Hall Borough obtained a copy of the recently passed training requirement ordinance. He added that some classes are delayed due to the instructor having some health issues. He verified the procedure for requesting the annual allocation from the borough. Kuntz stated that they'll be reimbursed once a proof of purchase is provided. However, they must complete the 2023 audit prior to receiving the funds.

Community Development – They are working on property maintenance notices for 303 Huston Street, 309 Wright Street and 218 High Street.

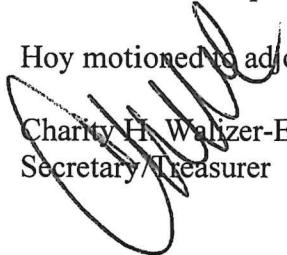
Recreation – Allison reported that the bid documents (RFPs) for tree planting have been distributed to the local contractors.

Finance – Allison suggested we utilized one of the scheduled work sessions to discuss the 5-year plan once it is completed.

Hi Neighbor – There is a sign-up sheet available for the carnival (May 1st-4th).

ANNOUNCEMENTS: Grant reported Hillview Wesleyan will celebrate their 100th anniversary in August.

ADJOURN: Hoy motioned to adjourn at 8:05 p.m.; Kuntz seconded. Carried unanimously.

ATTEST: 
Charity H. Walizer-Etters
Secretary/Treasurer

RESOLUTION NO. 03-2024 OF
BOROUGH OF FLEMINGTON, CLINTON COUNTY, PENNSYLVANIA

DECLARATION OF OFFICIAL INTENT TO REIMBURSE GENERAL
FUNDS USED TO CONSTRUCT IMPROVEMENTS TO ITS SANITARY
SEWER REHABILITATION AND RECONSTRUCTION OF WRIGHT
STREET FROM STURDEVANT STREET TO YORK STREET IN AND
ABOUT THE BOROUGH OF FLEMINGTON WITH FUNDS RECEIVED
FROM THE PENNSYLVANIA INFRASTRUCTURE INVESTMENT
AUTHORITY

WHEREAS, the Borough of Flemington ("Funding Recipient") has determined that construction of improvements to the sanitary sewer rehabilitation and reconstruction of Wright Street from Sturdevant Street to York Street located in Flemington Borough, Clinton County, Pennsylvania (the "Project"), are necessary; and

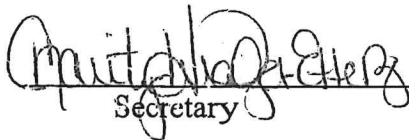
WHEREAS, in order to finance the costs of the Project, the Funding Recipient has issued or intends to issue its Debt Obligation to the Pennsylvania Infrastructure Investment Authority ("PENNVEST") in the maximum principal amount of \$531,989.00 (the "PENNVEST Debt Obligation").

WHEREAS, Funding Recipient intends to pay Project costs, on an interim basis, using its GENERAL FUNDS until the proceeds of the PENNVEST Debt Obligation are received;

NOW, THEREFORE, the Funding Recipient hereby declares as follows:

Pursuant to federal requirements set forth at 26 C.F.R. § 1.150-2, the Funding Recipient officially intends to reimburse its GENERAL FUND for Project costs incurred by the Funding Recipient with the proceeds of the PENNVEST Debt Obligation up to the maximum principal amount of \$531,989.00.

ATTEST:


Secretary


Borough Council President

(SEAL)

DATE: 4/25/2024

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Regular Meeting
April 25, 2024

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council present at 7:00 p.m. on April 25, 2024 were Mayor Durkin, Wayne Allison, Donald Grant, Dave Grimm, Ed Higgins, Albert Hill, Stephen Hoy. Also present were Kollin Wheeler, Maureen Mahon, Dustin Houtz and Michelle Hoffman. Traci Kuntz was absent.

PUBLIC COMMENT

MINUTES – Allison motioned to approve minutes for April 11th, 2024; Grant seconded. Motion unanimously carried.

UNFINISHED BUSINESS

ANIMAL ORDINANCE – Allison motioned to adopt Ordinance No. 264 as presented; Grimm seconded. Motion carried 5/1 with Grant voting “no”.

PENNVEST RESOLUTION NO 03-2024 – Grimm motioned to adopt Resolution No. 03-2024, which declares intent to reimburse funds for the Wright Street sewer project; Hoy and Grant seconded. Motioned carried unanimously. The committee will meet with PennVest on May 1st, 2024 at 11:00 a.m. to go over the settlement documents, with a settlement date for the loan of May 14th, 2024 at 2:00 p.m.

STREET CLOSURE FOR CARNIVAL – Hoy motioned to close Huston Street from High Street to James Street and Walnut Drive to the carnival grounds concession stand (open to local traffic only) from 12:00 noon on Tuesday, April 30th til 12:00 midnight on Saturday, May 4th; Grimm seconded. Motion unanimously carried.

SUBDIVISION ORDINANCE – Grimm motioned to follow through with updating the Subdivision and Land Development Ordinance to model the County’s ordinance as recommended by the Borough’s engineer; Grant seconded. Motion carried 2/4 with Grant and Allison voting “no”. Grimm urged everyone to review the process as provided by our solicitor and to compare the ordinances. Charity will provide everyone with a copy of the Borough’s current ordinance.

ENGINEERING AGREEMENT W/COUNTY – Allison motioned to approve the agreement with the County for utilizing Steve Gibson as the borough’s engineer. Flemington will compensate Gibson through billing from the County; Grimm seconded. Motion unanimously carried.

NEW BUSINESS

LIEN – 218 HIGH STREET – Charity requested approval to lien 218 High Street for unpaid sewer of \$933.20 plus costs. Allison motioned to approve; Hoy seconded. Motion unanimously carried.

FOOD TRUCKS - Council discussed the procedure and requirements for food trucks under the Zoning Ordinance. Hill will assign a committee to research how other municipalities handle this. Mayor Durkin suggested the permit fees be donated back to the organization when a non-profit is involved. This could be handled on a case-by-case basis.

COMMITTEE REPORTS

Sewer – Grimm reported on several lateral inspections completed since the new ordinance has gone into effect. He added that all of the local realtors have been notified and most property owners have been cooperative. We will have a meeting with PennVest on May 1st to go over the closing documents and hold settlement for the loan for the Wright Street sewer improvements on May 14th.

Streets – Hill reported that the crew has completed the work on the inlets and manholes along the upcoming project location.

Building & Property – Grant anticipates a meeting with the fire company to discuss the security system prior to budget time.

Fire Company – Houtz reported that they’ve been working with the University of Pittsburg and DCED to come up with a financial plan for the fire company. They will be meeting with the retired York County Fire Chief as well in collaboration with this plan. They will hold a fire drill with Susquehannock Heights on May 8th.

Regular Meeting
April 25, 2024

They've responded to 91 calls to date for 2024. Council reminded Houtz to provide us an updated list of volunteers for our Workman's Comp Insurance.

Community Development – Hoy reported that the committee continues to monitor the progress at 303 Huston Street (slow but moving), 218 High Street (no progress and Notice of Violation is necessary), 225 High Street 225 Frederick Street (progress expected soon). Hoy stated that grass violations need to be addressed asap.

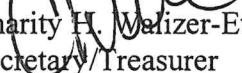
Recreation – We did not receive any quotes for tree planting. Allison said the committee should meet with Gibson to see what steps to take to get the project moving. The crew will begin work on the water line for the dog park next week. This will provide a water source for the dogs. Grant stated that there may be a possibility that the church could work with the borough with parking during certain events. The committee will entertain options for this and bring back for Council to review.

Joint Building – To meet 4/29 at 6:00 p.m.

Finance/Grant Research – DCED and the University of Pittsburgh will present on the 5-year plan May 9th at 5:30 p.m.

ANNOUNCEMENTS: The Planning Commission will meet on May 1st at 7:00 p.m. to review the Taco Bell plans. The Zoning Hearing Board will meet on May 28th to review the variance request from Taco Bell.

ADJOURNMENT: Grimm motioned to adjourn at 8:05 p.m.; Grant seconded. Motion unanimously carried.

ATTEST:  Charity H. Malizer-Etters
Secretary/Treasurer

SPECIAL MEETING MINUTES

May 13th, 2024

President Albert Hill called Flemington Borough Council special meeting held Monday, May 13th, 2024, at 7:00 p.m. to order. Roll call showed the following Council present: Allison, Grant, Grimm, Hill, Higgins, Hoy, Kuntz and Mayor Durkin. Also present were Ed Miller and Dan Baker.

UNFINISHED BUSINESS:

Sewer Rate Increase Ordinance No. 265 – Council discussed the PennVest requirement to increase the sewer rates 13.7 percent in order to satisfy the debt liquidation analysis. Grimm stated that although our sewer budget is healthy, PennVest is requiring the rate increase to accommodate our debt services, operating expenses along with inflation and cost of living increases over the next 20 years. Grimm added that the Wright Street Sewer Project cannot be completed without the PennVest loan. He also pointed out that it's approximately a \$6.67 per month increase for the average household using 10,000 gallons of water. We will still hold the lowest rates in the area, and our rates haven't increased in the past 8 years.

Allison requested that following project completion we report the decrease in infiltration to the public. A normal day of flow for the entire borough is estimated at approximately 94,000 gallons. During a heavy rainstorm those flows increase to around 1,100,000 gallons. The settlement date for the PennVest loan previously scheduled for May 14th has been pushed back to May 31st at 2:00 p.m. in order to ensure all of the required paperwork is in place prior to settlement. Grimm motioned to adopt Ordinance No. 265 increasing the current sewer rates by 13.7 percent; Allison seconded. The motion passed unanimously by a roll call vote.

Parade Request/Fire Company – Kuntz motioned to approve for the fire company to attend the Boalsburg Memorial Day parade on Saturday, May 25th at 5:00 p.m.; Grant seconded; motion was unanimously carried.

ADJOURN: Grant motioned to adjourn at 7:45 p.m.; Grimm seconded. Motion unanimously carried.

ATTEST:


Charity M. Walizer-Etters
Secretary/Treasurer

Regular Meeting
May 9, 2024

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on May 9, 2024. Present were Mayor Durkin, Wayne Allison, Donald Grant, Dave Grimm, Ed Higgins, Albert Hill, Traci Kuntz and Steve Hoy. Also present were William Brungard and Dustin Houtz.

PUBLIC COMMENT – None.

MINUTES – Hoy motioned to approve the minutes of April 25, 2024; Higgins seconded. Motion was unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION – Reviewed plans for a Taco Bell at 559 High Street. The Board saw no issues with the plans with the exception of the parking provided vs. what is required by the ordinance. The developer had applied for a variance for the parking. The Zoning Hearing Board is scheduled to hear the request on May 28th, 2024.

ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS

FINANCIAL

BILL SHEET & FINANCIAL STATEMENT – Kuntz motioned to approve bills as follows: General \$8,061.55; Sewer \$6,845.43; Highway Aid \$246.06. Grimm seconded. Motion carried unanimously.

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

UNFINISHED BUSINESS

Subdivision Ordinance – Allison motioned for Justin to prepare an ordinance modeling the County's Subdivision Ordinance adapting it to Flemington comparing it to our existing ordinance and to point out any significant changes; Kuntz seconded. Motion unanimously carried.

Grass Violations (666 Woods Avenue) – Charity contacted Justin to request the next step in the process for petitioning the court to mow the property and file a lien in leu of citing him each time.

420 Frederick Street – Brungard reported that a list of violations has been sent to the foreclosure company with photos of the debris.

Engineering Agreements/Gibson & Clinton County – Grimm motioned to accept the agreements between the Borough and Steve Gibson and between the Borough and the County for Steve Gibson's engineering services. It is required that all engineering invoices we would be submitting for reimbursement under the Wright Street Sewer Project be contractual agreements. Borough Solicitor, Justin Houser has provided those agreements for approval. Grant seconded the motion, which was unanimously carried.

Park Trees/Restroom Improvements – Allison contacted a local arborist who has recommended waiting until Fall to plant the trees. He also asked Brungard to request some quotes from local electricians for the restroom at the park.

Sewer Rate Increase – Grimm reported that in the latest meeting with PennVest, it was determined through their debt liquidation analysis that in order to meet our debt obligations across the board along with inflation of expenses in the next 20 years, it is necessary for the Borough to instill a rate increase of 13.7 percent. He added that Justin expedited the advertisement for a Special Meeting to be held on Monday, May 13th in order for the effective date of the ordinance to coincide with the settlement date for the loan of May 14th. Grimm added that although we feel confident in our ability to meet our expense obligations throughout the next 20 years, the increase could mean the possibility to increase our reserve funds in preparation for the long-term projected sewer line replacement in the Frederick Street area. The rate increase is a requirement in order for the Borough to take advantage of the low interest rate being offered by PennVest. This ordinance will be considered at the Special Meeting scheduled for May 13th, 2024 at 7:00 p.m.

Regular Meeting

May 9, 2024

Five-Year Plan/STMP – Earlier this evening the Council met with DCED and grad students from the University of Pittsburg to hear their presentation of the financial outlook and plan moving forward for the Borough projecting over the next five years. They determined that in order to account for inflation and the cost of living, the Borough should prepare for a tax increase. They provided multiple examples of the expected revenue for different leveled increases. The Council may utilize upcoming work sessions to discuss which increase they feel will benefit the borough and residents moving into the next five years. In addition, as part of the STMP program, DCED will be providing Flemington with 100 percent of the funds necessary to recodify their ordinances.

NEW BUSINESS

Committee Meetings – Hill is requesting that ALL committee meeting dates and times be scheduled through the office so that the appropriate committee members are notified in a timely manner. Allison reminded Charity to purchase the device to hold conference calls. The phone in the office is not sufficient for these types of meetings.

COMMITTEE REPORTS

Zoning – Grimm reported his discussion with Mike Fisher, T-Ross Brothers in reference to the possibility of an additional elderly housing facility at the Susquehannock Heights site. This is in the very early stages and will likely involve some variance requests.

Building/Property – Grant urged Council to continue consideration for additional security cameras for the borough building.

Fire Co. – D. Houtz reported there will be a Mother's Day brunch this weekend. He added that the fire police will be assisting with directing traffic for parades in the coming weeks. He also requested approval to attend the Boalsburg parade on Saturday, May 25th at 5:00 p.m. Station 6 will be on standby during the event.

Community Development – They are working on property maintenance notices for 303 Huston Street, 309 Wright Street and 218 High Street.

Recreation – Allison reported that the dog park water line is complete. They will be installing the fence in the coming weeks.

Personnel – Allison asked Council to start thinking about their interaction with the employees as evaluations will be coming up soon.

Joint Building – The committee met and discussed sharing the expenses of additional security cameras. The fire company has their own system and is not interested in sharing expenses at this time. The committee plans to set their meeting dates for the 3rd Thursday each month and meet as needed going forward.

Hi Neighbor – Higgins reported that the carnival was a success with the exception of Saturday due to rain. Dan Baker will be planting the flowers at the park soon as well as putting the flags out for veterans in the cemetery.

ANNOUNCEMENTS: Charity reminded Council of the Special Meeting to discuss the sewer rate increase ordinance and parade attendance request from the fire company.

ADJOURN: Kuntz motioned to adjourn at 8:25 p.m.; Hoy seconded. Carried unanimously.

ATTEST: Charity H. Walizer Etters
Secretary/Treasurer

SPECIAL MEETING MINUTES

June 6, 2024

Vice-President Wayne Allison called Flemington Borough Council special meeting held Thursday, June 6, 2024, at 1:30 p.m. to order. Roll call showed the following Council present: Allison, Grant, Grimm, Hill, Higgins, Hoy, Kuntz and Mayor Durkin. Also present were Leslie Osgood, SedaCOG; Jeff Rich; Clinton County Housing Authority; Michael Fisher, T.Ross Bros. and Victor Marquardt, Code Inspections, Inc.

SPECIAL BUSINESS:

Mike Fisher distributed very preliminary plans for a phase II of Susquehannock Heights, the elderly housing unit situated in the RH (high density) District within the Borough. This phase includes subdividing the lot pending the outcome of the feasibility stage. It also includes 46 units as compared to the 32 units in Phase 1, which would better serve the intent for a cash-flow-positive effect. The project would include 40 one-bedroom apartments, 6 two-bedroom apartments and would be a 3-story structure. There would be no infringement on wetlands.

Jeff Rich added that 46 units is a drop in a bucket compared to the need for elderly housing.

At this time, they are anticipating the need for special consideration for a number of things such as number of units, number of parking stalls, etc.

They are currently looking for investors for the project. The previous project's investors included Jersey Shore State and Woodlands Banks. They will also apply for the low-income tax credits for the project. Seventy percent of the project was funded by banks. The Commissioners contributed \$200,000 and the Housing Authority contributed funds.

Allison made a motion to support the concept despite the special considerations anticipated; Kuntz seconded; motion was carried unanimously.

Mr. Fisher indicated that they would continue looking for additional funds to accommodate the project needs. He suggested Council could waive the tap on fees of \$500 per unit, which would amount to \$23,000 to the Borough. The project would promote a sewer revenue of approximately \$3,000 per quarter or \$12,000 per year. Council made no commitment of funds or waiving of fees at this time.

ADJOURN: Kuntz motioned to adjourn at 2:50 p.m.; Grant seconded. Motion unanimously carried.

ATTEST:


Charity H. Walizer-Etters
Secretary/Treasurer

Regular Meeting
May 23, 2024

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council present at 7:00 p.m. on May 23, 2024 were Mayor Durkin, Wayne Allison, Donald Grant, Dave Grimm, Ed Higgins, Albert Hill, Stephen Hoy and Traci Kuntz. Also present were Kollin Wheeler and Maureen Mahon.

PUBLIC COMMENT

MINUTES – Hoy motioned to approve minutes for May 9th and 13th, 2024; Grant seconded. Motion unanimously carried.

UNFINISHED BUSINESS

SEWER REFUNDS – Charity reported that two payments came in that were meant for Flemington, New Jersey. One of those residents was tracked down and refund in the amount of \$103.50 is requested. Kuntz motioned to approve the refund; Hoy seconded. Motion unanimously carried.

FLYER/NEWSLETTER – Allison would like to see that the grass, fireworks and sewer rate increase ordinances be included in the newsletter.

FOOD TRUCK ORDINANCE – Has been prepared and will be on the agenda for advertising at the next meeting. Council plans to update the Amusement Tax Ordinance to include Skills Machines in the near future.

NEW BUSINESS – None.

COMMITTEE REPORTS

Sewer – Grimm reported that two lateral inspections were completed since the last meeting. We will have a meeting with PennVest on May 31st to hold settlement for the loan for the Wright Street sewer improvements. The storm sewers located near 459 Birch Street and 119 Evergreen Road have been repaired.

Streets – Allison would like to see the high grass around the curbs taken care of. He suggested contacting the City as we did for the weeds at the park in the past.

Building & Property – Grant reiterated that a security system is needed for the municipal building. He asked that if the funds listed under appropriate line items remain through close to the end of the year, that we utilize those funds to purchase the system.

Fire Company – M. Mahon reported on the fire company audit performed for the outgoing administration. Council will vote to approve the audit report at the next meeting. Grimm stated that he would like to see how the new administration has progressed with fundraisers, etc. showing revenues and expenditures for 2024 prior to the release of additional borough funds.

Community Development – Hoy reported that the committee continues to monitor progress 218 High Street and 410 Canal Street – both are in foreclosure. Hoy stated that grass violations continue to be a problem.

Recreation – Allison reported that we were able to acquire one quote for the restroom work at the upper restroom. The quote is from Beckon Call Electric in the amount of \$1,900. The borough crew will complete the conduit and trenching for the project. He added that we've scaled back the project from the original engineered design estimated at \$8,900 and have reached out for other quotes. However, only one local contractor returned a quote. Allison also reported that the committee is considering approximately 10 trees at \$250-\$300 each. Planting is anticipated for the Fall. He also announced that Paul Clark's art group has proposed another mural for the front side of the upper restroom. The design is expected to include a canal and warehouse scene depicting some history of the Flemington.

"Hi Neighbor" – Flags were placed on the veterans' graves and flowers were planted at the park.

ANNOUNCEMENTS: The Zoning Hearing Board will meet on May 28th at 6:00 p.m. to hear the variance request for less parking requirements for Taco Bell at 559 High Street.

Hoy motioned to enter into an Executive Session to discuss legal matters at 7:46 p.m.; Allison seconded. Motion carried. Hoy motioned to adjourn the Executive Session and re-enter the regular meeting at 7:52 p.m.; Grant

Regular Meeting
May 23, 2024

seconded. Motion unanimously carried. No action was needed.

ADJOURNMENT: Kuntz motioned to adjourn at 7:55 p.m.; Hoy seconded. Motion unanimously carried.

ATTEST: Charity H. Walizer-Etters
Secretary/Treasurer

Regular Meeting
June 13, 2024

Council Vice President Wayne Allison called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on June 13, 2024. Present were Mayor Durkin, Wayne Allison, Dave Grimm, Ed Higgins, Traci Kuntz and Steve Hoy. Also present were Ed Miller, Kathy Marcel, Dan Baker, Tony Mahon, Maureen Mahon, Carl Johnson, and Dustin Houtz. Don Grant and Albert Hill were absent.

PUBLIC COMMENT – Kathy Marcel attended the meeting to request permission to hold a block party on her street, which leads to a cul-de-sac during the weekend of July 6th. The event is planned to run between the hours of 11:00 a.m. and 5:00 p.m. Music is also planned for the six homes (18-21 people, including families of the homeowners) that are involved in the event. Each homeowner has been contacted. Ms. Marcel requested to close the street during the event and she would be in charge of opening the street if access to those homes becomes necessary for any reason. The Streets Committee will meet and will bring a recommendation back at the next meeting for consideration.

MINUTES – Grimm motioned to approve the minutes of May 23rd; Higgins seconded. Motion was unanimously carried. Hoy motioned to approve the minutes of June 6th; Kuntz seconded. Motion was unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION

ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS

FINANCIAL

BILL SHEET & FINANCIAL STATEMENT – Kuntz motioned to approve bills as follows: General \$10,374.37; Sewer \$11,702.15; Highway Aid \$82.41. Grimm seconded. Motion carried unanimously.

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

UNFINISHED BUSINESS

FIRE CO AUDIT – Grimm motioned to accept the 2023 audit with no findings noted; Hoy seconded. Motion unanimously carried. Grimm added that the funds for the fire company may be released upon submittal of the appropriate paperwork for a project or piece of equipment. He asked that a financial progress report for 2024 be provided to Council sometime in September.

PARK ELECTRIC – Kuntz motioned to accept the quote presented from Beckon Call Electric in the amount of \$1,900 to install LED lighting to include six light fixtures with door sensors in the upper restroom at the park. In addition, the invoice will be paid upon completion of the project; Grimm seconded; motion unanimously carried. Brungard reported outside the meeting that he also contacted Weaver Electric and Todd Kreidler for a quote. However, both declined.

FOOD TRUCK ORDINANCE – Hoy voted to advertise the ordinance regulating food trucks; Grimm seconded. Motion unanimously carried.

NEWSLETTER – The changes to the newsletter were noted including a “HOT TOPIC” notification on the cover page. The Borough crew will distribute the newsletter once it’s completed.

420 FREDERICK STREET – Brungard has been unable to pinpoint the responsible party for that address. However, the grass is now interfering with the sight triangle. Further research on the property is necessary.

CURBS/WEEDS – A quote was received from Patriot to spray the curbs. Lengthy discussion ensued in reference to having the crew certified along with liability concerns for flowers, shrubbery, etc. No approval was given for the quote at this time.

BLIND RESIDENT – The office was recently notified that a blind resident is occupying a rental unit on Frederick Street. The caller expressed concern over the sidewalks and obstructions that may or may not exist on

Regular Meeting

June 13, 2024

the gentleman's walking route. The Streets Committee will contact PennDot and some other resources in the area in an effort to assist the individual.

SUSQUEHANNOCK HEIGHTS – Council met with Leslie Osgood, SedaCOG; Jeff Rich; Clinton County Housing Authority; Michael Fisher, T.Ross Bros. and Victor Marquardt, Code Inspections, Inc. to discuss plans for a Phase II of the elderly housing complex, Susquehannock Heights, which would include a 42-unit housing complex. Additional information on the plans moving forward will be provided as they become available.

NEW BUSINESS

None.

COMMITTEE REPORTS

Zoning – Grimm reported that the Zoning Hearing Board approved the parking variance for Taco Bell proposed for 559 High Street. He stated that the plans are now under technical review by our Engineer and traffic review by PennDot.

Sewer – The lateral for 529 Frederick Street is scheduled for replacement. The preconstruction meeting for the Wright Street Sewer Project concluded with a notice to proceed to the contractor, Pine Mountain Excavating on June 5th. There was a sewer blockage and repair at the Thrifty Wash since the last meeting.

Fire Co. – M. Mahon reported there will be a Marianna's fundraiser every quarter and they're considering a chili cookoff and/or a dance for future fundraisers. They plan to have a food truck back and setup at the carnival grounds July 19th and 20th. D. Houtz reported that they've responded to 127 calls in 2024 to date. He invited the Council to join them outside after the meeting to see their equipment in the parking lot. Allison suggested a community day featuring the fire company, ambulance and "Hi Neighbor" Committee.

Community Development – Hoy reported that the grass issue at 410 Canal Street has been cut; the grass and debris at 218 High Street has been handled. However, the grass at 420 Frederick has seen no progress.

Recreation – Allison thanked Dan Baker for his work on the flowers at the park. The gate as been installed at the dog park.

Personnel – Allison reported no feedback from Council on the employees for performance evaluations.

Joint Building – Carl Johnson reported that the exit signs on the building have been repaired.

Hi Neighbor – Baker reported that they had three scholarship recipients in the Borough this year.

ANNOUNCEMENTS: None.

ADJOURN: Kuntz motioned to adjourn at 8:20 p.m.; Higgins seconded. Carried unanimously.

ATTEST: Charity H. Walizer-Etters
Secretary/Treasurer

Regular Meeting

June 27, 2024

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on June 27, 2024. Present were Wayne Allison, Donald Grant, Dave Grimm, Ed Higgins, Albert Hill, Stephen Hoy and Traci Kuntz. Mayor Durkin was absent. Also present were Kollin Wheeler, Jack Peters, Mr. and Mrs. Brauchli (401 Birch Street), Dustin Houtz (7:40 p.m.) and Maureen Mahon.

PUBLIC COMMENT – The Brauchli’s of 401 Birch Street attended the meeting regarding their property line and trees located on their property along with the storm drain near their address. Council responded that their tree and property line issue is a civil matter and the borough cannot get involved in property disputes. However, they will visit the storm drain and see what, if they can assist them with the reported issue there.

MINUTES – Allison motioned to approve minutes for June 13th, 2024; Grant seconded. Motion unanimously carried.

UNFINISHED BUSINESS

BLOCK PARTY – The Streets committee met to discuss a request from Kathy Marcell of 203 Herr Street for permission to have a block party on her street. The committee determined that since she lives on a cul-de-sac, they see no issue with closing the street from alley south to the end of the cul-de-sac on July 6th and 7th from 11:00 a.m. to 5:00 p.m. Allison motioned to approve the request; Kuntz seconded. The motion was unanimously carried.

FOOD TRUCK ORDINANCE/MOBILE FOOD VENDORS – Tabled to July

BLIND RESIDENT – Eters and Brungard made contact with several resources including North Central Sight Services, PSAB, the borough’s insurance agent, PennDot and the City of Lock Haven. The inquiry came in from a third party who was requested to attend the meeting to address Council but were not in attendance. Grimm motioned to table any action until we hear from the resident, himself; Allison seconded. Motion was unanimously carried.

SEWER LATERAL REPLACEMENT LETTER – Grimm presented the letter drafted by the Engineer for the residents along this year’s Wright Street Sewer Project requiring the service line to their home be replaced within 120 days of receipt of the letter. The committee plans to hand-deliver the letter with some additional information pertinent to the project by early next week. Residents may apply through the Borough for CDBG funds from the County or apply for a low interest loan through the USDA to complete the repairs to their service line. He added that the Wright Street Project is part of a multi-year plan that will address another section of the inflow and infiltration throughout the borough. Grant motioned to approve the packet of information for the residents along the project area; Higgins seconded. Motion was unanimously carried.

BOOKS FOR HERBICIDE CERTIFICATION – Allison reported that the employees are not interested in pursuing this certification. Eters will contact the insurance company to inquire what risks, if any are involved in having the curbs sprayed for weeds.

NEW BUSINESS

SUBURBAN WATER – Hoy and Peters presented Council with the idea of Suburban Water, the Clinton County Water Filtration Authority and Lock Haven Water Authority consolidating assets to become one entity servicing the area. Grimm questioned what this would cost homeowners considering the condition of the lines in the City of Lock Haven and asked for a correct and complete list of equipment between the entities. Peters stated that he will provide additional information as it becomes available.

SEWER OPERATOR LICENSE – Allison motioned to approve purchasing the educational materials necessary for our Laborer, Kollin Wheeler to work towards his sewer operator’s license for the borough and to allow him to use regular working hours reasonably necessary to complete the program; Grimm seconded. Motion unanimously carried.

Regular Meeting
June 27, 2024

COMMITTEE REPORTS

Sewer – Grimm reported that there was a sewer backup at 408 Frederick Street. This was a problem within the Borough's portion of the line and has been repaired. Two lateral inspections are expected to be completed in the coming weeks at 400 Frederick Street and 411 Wright Street.

Streets – Allison questioned the West Fourth Street LTAP study results. Hill has those results and will make sure Allison gets to review them.

Fire Company – Houtz reported that their truck has been repaired and the lights and sirens upgraded. The station is being used as one the County's cooling shelters during the record high temperatures. Water and Gatorade has been donated by members of the community. The volunteers will be helping out with the Iron Man Race. M. Mahon added that they may be installing a free library in the back parking lot area. Allison commended them on improving the image of the fire company over the past several months. He added that it would be nice to see them revitalize their message sign out front.

Community Development – Hoy requested that the weeds at the proposed Taco Bell site be addressed.

Recreation – Allison reported that the mural on the upper restroom has been started and the electrical work for the lighting in the upper restroom is also underway.

Finance/Grants – The committee met with FNB to go over rates and CDs and Money Market accounts that are ready for rate review.

"Hi Neighbor" – Allison stated that the flowers Dan Baker planted in the park look great.

ANNOUNCEMENTS: n/a

ADJOURNMENT: Grimm motioned to adjourn at 8:30 p.m.; Allison seconded. Motion unanimously carried.

ATTEST: Charity H. Walzer-Etters
Secretary/Treasurer

Regular Meeting
July 11, 2024

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on July 11, 2024. Present were Mayor Durkin, Wayne Allison, Don Grant, Dave Grimm, Ed Higgins, Albert Hill and Steve Hoy. Also present were Dan Baker, Tony Mahon, Maureen Mahon, Dustin Houtz and William Brungard. Traci Kuntz was absent.

PUBLIC COMMENT – Grimm removed himself from his Councilman chair to sit in the guest seating area to speak under public comment representing himself as a resident/tax payer of the borough in favor and in support of the recent discussions on Phase II of the Susquehannock Heights elderly housing facility. He added that he plans to attend the County Commissioners’ meeting later this month to express his support as a citizen as well in hopes that the project may receive favorable consideration for CDBG funding. *Grimm then returned to his Council chair.*

MINUTES – Grant motioned to approve the minutes of June 27th, 2024; Allison seconded. Motion was unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION

ORDINANCE ENFORCEMENT OFFICER – Allison questioned the presence of fireworks during the 4th celebrations this year with the new ordinance in place. Grimm reported that he noticed less; Hoy agreed.

COMMUNICATIONS

FINANCIAL

BILL SHEET & FINANCIAL STATEMENT – Hoy motioned to approve bills as follows: General \$7,445.41; Sewer \$7,715.85; Highway Aid \$0. Grimm seconded. Motion carried unanimously.

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

UNFINISHED BUSINESS

FOOD TRUCK ORDINANCE – Grant proposed additional changes to the Food Truck Ordinance pertaining to 501C3 organizations to be included with the recent changes from the Borough Solicitor Grimm seconded. Grant motioned to advertise the ordinance once those changes have been made and approved by the solicitor; Grimm seconded. Motion unanimously carried.

ZONING AMENDMENTS – No action was taken.

SUSQUEHANNOCK HEIGHTS – Council suggested that Mike Fisher, T.Ross Bros. apply for a variance for the parking and number of units requested for the project. At this time, we feel the process of amending the ordinance will be too time consuming for the project’s timeline goals.

TREES AT THE PARK – Allison motioned to request RFPs for the trees at the park and for the Recreation Committee to review and approve the project up to \$5,000. Grimm questioned if there will be a warranty or guarantee with the trees. Allison stated there will not be a warranty/guarantee. Grant seconded the motion, which was then unanimously carried.

420 FREDERICK STREET – Brungard has been unable to pinpoint the responsible party for that address. However, the grass is now interfering with the sight triangle. Further research on the property is necessary. Allison motioned to have the solicitor research the responsible party and send a letter of violation; Hoy seconded. Motion unanimously carried.

CODIFICATION – Grimm motioned to proceed with sending the ordinances to General Code for a quote for the codification project; Grant seconded; motion was unanimously carried. It is anticipated that DCED will be funding 100 percent of the project.

ESTABLISH POSTED DOG PARK HOURS – Grant proposed set hours for the dog park. Allison agreed but would like the Recreation Committee to meet to establish rules, etc. Grant asked that it be posted at more than one location. Grimm motioned to approve; Grant seconded; motion was unanimously carried.

Regular Meeting
July 11, 2024

NEW BUSINESS

STONE FOR THE FIRE/MUNICIPAL BUILDING – The fire company is working with the borough crew to have river stone placed at the back entrance along the building.

FUEL ACCOUNT – Brungard requested approval to initiate a Kwik Fill fuel account since Sheetz (Wright Express) prices are well out of alignment—with Kwik Fill being the lower of the two. Grant motioned to approve; Allison seconded; motion was unanimously carried.

MECHANICAL AMUSEMENT DEVICES – The committee met and is currently still researching the local ordinances for devices. At present, Flemington has one location with gaming devices and our ordinance for amusement devices was written in 1978. More information will be provided as the committee continues to research the gaming devices.

CHRISTMAS LIGHTS/BANNER – Higgins proposed the PennDot permit application be started for installation of the lights on November 10th and removal on January 5th – weather permitting. Allison to move forward; Grant seconded. Motion was carried unanimously.

COMMITTEE REPORTS

Sewer – The committee distributed 42 flyers requiring service line replacement along the project area. We have so far had no interest in funding assistance. The committee was able to speak to 26 homeowners; had 7 no contacts and 9 rental units (transfer paperwork to the landlord).

Streets – Hill reported that Mark's Parking Marking lined Canal Street at no charge to the Borough. The committee is continuing to try to coordinate the street project with the sewer project.

Fire Co. – M. Mahon reported that they plan to initiate their special project and fuel fund requests from the Borough. Council also reminded them that they have an insurance and electric stipend paid by the borough following submission of receipts for payments. Chief Houtz reported on Aly's Monkey Movement, which is a cause created by a young girl to provide stuffed monkeys to children in distress during an emergency to provide a bit of comfort. Goodwill Hose Fire Company is one of the few stations in the area who participate in the program.

Community Development – Brungard and Eppers have been able to make contact with the responsible party for 559 High Street/Taco Bell's proposed site, and the weeds will be taken care of in the very near future.

Recreation – Allison reported that the mural at the upper restroom is near completion. The light project has been successful. They plan to propose budget figures for 2025 to install additional security such as timed locks at the restroom and the dog park.

Hi Neighbor – Baker reported the Meet & Greet will be held September 21st. (Rain date the 22nd)

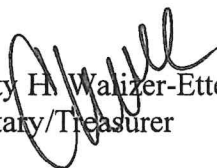
Grant motioned to enter executive session at 8:57 p.m. to discuss legal matter on case FB1001; Hoy seconded; motion unanimously carried. Hoy motioned to adjourn the executive session at 8:58 p.m.; Grant seconded; motion unanimously carried.

No action was taken following the session.

ANNOUNCEMENTS: None.

ADJOURN: Allison motioned to adjourn the regular meeting at 8:59 p.m.; Hoy seconded; motion unanimously carried.

ATTEST: Charity H. Walizer-Eppers
Secretary/Treasurer



Regular Meeting

July 25, 2024

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council present at 7:00 p.m. on July 25, 2024 were Mayor Durkin, Wayne Allison, Donald Grant, Dave Grimm, Ed Higgins, Albert Hill, Stephen Hoy and Traci Kuntz. Also present were Kollin Wheeler Dustin Houtz, Tony Mahon, Wilson and Beth Riccardo.

PUBLIC COMMENT – Wilson Riccardo presented Council with the renewal quotes for the Borough's 2024/25 commercial liability coverage as follows: Trident \$24,550; EMC \$27,070.

MINUTES – Grant motioned to approve minutes for July 11, 2024; Higgins seconded. Motion unanimously carried.

UNFINISHED BUSINESS

FOOD TRUCK ORDINANCE – Revisions sent to Houser and advertised for consideration at the August 8th meeting.

STREET PROJECT/SEWER PROJECT TIMELINE – Notice to proceed was given to Pine Mountain Excavating for the sewer project with a substantial completion expectation of September 10th. The project has yet to be started, which is likely going to interfere with the completion of the Street Project. Hawbaker is offering to complete as much as they can now and come back after the sewer project is complete to finish that project area. However, they will need to re-immobilize. Therefore, they will be requesting an additional \$2,400 to complete the entire project in 2024. Grimm reminded Council that if Pine Mountain Excavating does not meet the substantial completion date, there are penalties in place in the contract. Grimm motioned to approve the additional \$2,400 if it's necessary to re-immobilize the street project crew; Grant seconded. Motion was unanimously carried.

420 FREDERICK STREET – Justin Houser sent a letter to the mortgage company connected to 420 Frederick Street. However, it appears the property owner is still on record. We will continue to follow Justin's lead in dealing with the ordinance violations at this address.

DOG PARK SIGNAGE – Lengthy discussion ensued pertaining to dog park hours vs. park hours. Kuntz suggested a meeting with the Dog Park Group (Facebook group who utilizes the park regularly). Kuntz will report with feedback from the group at the next meeting.

NEW BUSINESS

INSURANCE RENEWAL – Grimm motioned to approve the insurance renewal with Trident in the amount of \$24,550; Hoy seconded. Allison pointed out that Council requested several renewals ago that Gearhart, Herr present the renewal figures earlier in the month of July so that Council is able to review the figures prior to the vote. The policy renews on August 1st each year. Motion passed with Allison voting "no".

DONATION FOR MURAL – Allison suggested a donation be considered for the group (ArtPost Awareness who painted that mural (at no charge) for the park. Allison motioned to make a \$200 donation this year to help cover the cost of supplies; Kuntz seconded. Grimm suggested a donation be considered for the 2025 budget as well. Motion was unanimously carried. Etters will compose a letter of thanks as well.

LOCK HAVEN COMMUNITY PLAYGROUND DAY – No action was taken for the request of use of tools (rakes, wheelbarrows, etc.) for the event.

COMMITTEE REPORTS

Sewer – Grimm reported that two lateral inspections were completed since the last meeting located at 411 Wright Street and 110 High Street.

Fire Company – T. Mahon reported on the fire relief audit finding in reference to sales tax paid. He reported that the next bank statement will show that the finding has been satisfied.

Community Development – Hoy reported that the bushes were trimmed along 218 High Street, they're monitoring junk vehicles at a property on Walnut Drive and a possible weed violation on Parkwood Drive.

Regular Meeting
July 25, 2024

They're also working on some debris and weed violations at 312 Frederick Street. Code Inspections, Inc. has been notified about a possible pool safety violation at 225 Frederick Street.

Recreation – Allison reported on his progress with tree planting at the park. He distributed photos of some ideas for planting. The crew will be able to water them regularly and planting is anticipated for the Fall. He added that the pavilions are in the process of being painted and they look great.

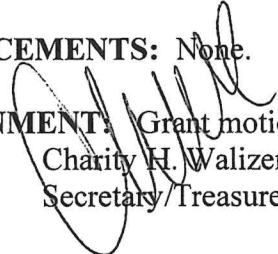
Personnel – Wheeler will be able to register for the sewer operator certification in early September. The classes will begin in December and will be held once each week in State College for 12 weeks with testing on the 13th week. Etters will look into exact dates for the December start.

Finance – The committee will be reviewing money market and CD rates in the near future.

"Hi Neighbor" – The meet and greet is scheduled for September 21st from 12 noon til 3:00 p.m. with a rain date of September 22nd from 1:00 p.m. til 4:00 p.m.

ANNOUNCEMENTS: None.

ADJOURNMENT: Grant motioned to adjourn at 8:53 p.m.; Kuntz seconded. Motion unanimously carried.

ATTEST:  Charity H. Walizer-Etters
Secretary/Treasurer

Regular Meeting
August 8, 2024

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on August 8, 2024. Present were Mayor Durkin, Don Grant, Dave Grimm, Ed Higgins, Albert Hill and Traci Kuntz. Also present were Maureen Mahon, Dustin Houtz and William Brungard. Wayne Allison and Stephen Hoy were absent.

PUBLIC COMMENT – Dustin Houtz questioned if there is a leash law in Flemington and described an incident with a dog near 321 Wright Street. Brungard will stop and talk with the owner.

MINUTES – Kuntz motioned to approve the minutes with the date correction for July 25th, 2024; Grant seconded. Motion was unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION
ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS

FINANCIAL

BILL SHEET & FINANCIAL STATEMENT – Grimm motioned to approve bills as follows: General \$7,658.56; Sewer \$8,804.15 PLUS \$28,975.95 to Pine Mountain Excavating for the payment #1 of the Wright Street Sewer Project; Highway Aid \$1,135. Kuntz seconded. Motion carried unanimously.

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

UNFINISHED BUSINESS

FOOD TRUCK ORDINANCE – Grant motioned to adopt Ordinance No. 266 pertaining to food truck regulations; Grimm seconded. Motion unanimously carried.

CHRISTMAS LIGHTS/BANNER RESOLUTION NO. 04-2024 – Grimm motioned to approve the PennDot permit application be started for installation of the lights on November 10th and removal on January 5th – weather permitting; Higgins seconded. Motion was carried unanimously.

NEW BUSINESS

TACO BELL SEWER MODULE – Grant motioned to approve the module with estimated flow of 660 GPD and 1.6 EDUs; Higgins seconded. Motion was unanimously carried.

SALARY TO HOURLY – Kuntz motioned to convert the payroll for the Secretary/Treasurer position from salary to hourly to comply with the new regulations under the Fair Labor Standards Act. Her pay will remain the same. However, her time will be tracked at an hourly rate moving forward; Grimm seconded. Motion was unanimously carried.

CDBG SUPPORT LETTER FOR SUSQUEHANNOCK – Grimm motioned to send a letter of support to the Commissioners for CDBG funds being considered for Phase II of the project; Grant seconded. Motion was unanimously carried. They will still need to be considered for a Conditional Use and a Variance for parking and density under the Borough's zoning ordinance.

COMMITTEE REPORTS

Zoning – Taco Bell/559 High Street's application with PennDot for a Highway Occupancy Permit has been kicked back for stormwater planning.

Sewer – The service line at 536 High Street has been inspected and is in the process of scheduling repair/replacement. There have been 13 laterals replaced under the sewer project to date and the plumbing has been placed in the ground. The service line at 406 Wright Street has been replaced.

Regular Meeting

August 8, 2024


Fire Co. – M. Mahon reported on several fundraisers planned in the coming months such as a cash bingo, Nan’s Donuts, spaghetti dinner, fall festival and Christmas festival. AED and CPR trainings are being scheduled for Susquehannock Heights. They reported a \$630 profit from their Marianna’s fundraiser.

Recreation – Kuntz reported on their meeting with the dog park people. They see no issues with dawn to dusk hours being set for the dog park. Brownie Signs quoted \$40 per sign. There was some discussion on the number of signs necessary. Rizzo is expected to send a quote for the trees in the coming days.

Finance/Grants – Kuntz reported on the information distributed from the University of Pittsburgh for the five-year plan. She explained that what was provided mimics what was displayed during the slideshow. She added that additional information is available to anyone who would like to review it. However, most of the remaining information will be considered by the budget committee. We continue to wait for DCED’s approval on the full report. She added that it is clear that a tax increase will be necessary moving forward in order for the borough to solvent. She also reminded Council that money market and CD rates will be reviewed soon. The existing CDs will mature in September.

ANNOUNCEMENTS: None.

ADJOURN: Grant motioned to adjourn the regular meeting at 7:35 p.m.; Higgins seconded; motion unanimously carried.

ATTEST:  Charity H. Walizer-Etters
Secretary/Treasurer

Regular Meeting
August 22, 2024

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council present at 7:00 p.m. on August 22, 2024 were Mayor Durkin, Wayne Allison, Dave Grimm, Ed Higgins, Albert Hill, Stephen Hoy and Traci Kuntz. Also present were Kollin Wheeler and Dan Baker. Don Grant was absent.

PUBLIC COMMENT – None.

MINUTES – Grimm motioned to approve minutes for August 8, 2024; Higgins seconded. Motion unanimously carried.

UNFINISHED BUSINESS

420 FREDERICK STREET – Hoy reported on the options as proposed by our solicitor to either cite the owner or begin cleanup and lien the property. We are currently waiting on clarification on the next steps to begin petition the court to enter the property for cleanup.

PARK SIGNAGE – Allison reported that five signs were ordered for the park/dog park hours.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE – Our solicitor has reviewed the County's ordinance and has compared it to the Borough's current ordinance. Grimm motioned to table further review in light of the legal budget for 2024 has been expended; Allison seconded. Motion unanimously carried.

5-YEAR PLAN – Allison questioned how Council planned to move forward with the content of the 5-year plan. Grimm stated that Council should be reviewing the plan. However, the Finance Committee will be utilizing the plan to come up with a 2025 budget.

NEW BUSINESS

LAND DEVELOPMENT FEE SCHEDULE – Grimm motioned to adopt the fee schedule resolution as proposed; Allison seconded. Motion unanimously carried.

AUDIT REPORT/INVOICE – Kuntz motioned to accept the audit report as stated; Grimm seconded. Motion unanimously carried.

FALL CONFERENCE – Etters requested to attend the PSAB Fall Leadership Conference in Lancaster from October 11th thru the 13th. Much discussion ensued whether the cost of lodging and attendance along with wages for the weekend attendance would be wise with budget constraints. Etters reported that the attendance for this year was included during the budget process. Allison suggested approval if Etters agreed to accept straight pay rather than overtime pay for time worked over 40 hours. Grimm questioned the legality of that suggestion. Etters declined and said she would forgo attendance. Council suggested choosing which conference of the two are most beneficial and attending one rather than both. Allison motioned to approve attendance; Higgins seconded. Motion unanimously carried. *(The cost for attendance is \$190 for registration plus \$440 including taxes and fees for lodging, plus mileage and wages for attendance Friday thru Sunday).*

GUARDIAN VISION/DENTAL – The premium for vision and dental hasn't changed from the previous year. In addition, the renewal at this rate will be held for two years. Kuntz suggested tabling renewal to provide the Finance Committee time to review the package. Allison suggesting cutting expenses under personnel. Grimm suggested focusing on ways to increase and better utilize revenues.

COMMITTEE REPORTS

Zoning – Grimm reported that Taco Bell has secured their demolition permit. They are still working with PennDot to secure their highway occupancy permit.

Sewer – Grimm reported that the project is moving along and that 37 service lines are complete with 29 to go for the property owners. Next week the committee plans to walk the future project route with the engineer. Grimm plans to propose design expenses for the next sewer project. There is some concern that the contractor will not meet their substantially complete deadline of September 10th, which may hold up the Street Project that has already been pushed back a number of times.

Regular Meeting
August 22, 2024

Community Development – Hoy reported that Code Inspections, Inc. investigated the swimming pools that were noted as concerning. They've confirmed that they are in fact in compliance with the requirements of the ordinance.


Recreation – Allison announced the "Thank you" letter received from ArtPost Awareness for the donation for supplies following the completion of the mural at the park. The committee met with Rizzo on the trees to discuss placement and spacing. They're considering up to 15 trees at this time. The costs will be approximately \$3,875, which does not include top soil, peat moss, stakes and mulch. Rizzo may oversee the planting to assure the best possible growing environment is provided. The planting is scheduled for late September/Early October.

Finance – CDs will mature in mid-September. JSSB is offering 4.75 percent for 3 months and 4.25 percent for 6 months. We've not received rates from FNB to date. However, they've been requested.

"Hi Neighbor" – Baker requested the crew deliver the Meet & Greet flyers as they did last year. The committee reported a better turnout last year. They plan to have a larger variety of food this year. In addition, they've arranged for the fire company, ambulance and sheriff to be on site to welcome residents. A bingo fundraiser event is being planned for later this year.

ANNOUNCEMENTS: None.

ADJOURNMENT: Allison motioned to adjourn at 8:00 p.m.; Hoy seconded. Motion unanimously carried.

ATTEST:  Charity H. Walizer
Secretary/Treasurer

DECLARATION OF A LOCAL STATE OF DISASTER

WHEREAS, the Borough of Flemington, beginning August 29th, 2024, has suffered widespread or severe damage and loss of property or the imminent threat of the same) resulting from:

Thunderstorm high wind event, fallen trees, debris and water damages; and

WHEREAS, the Mayor of the Borough of Flemington has determined that extraordinary measures must be taken to alleviate the suffering of people and to protect or rehabilitate property; and

WHEREAS, Flemington Borough has experiences high winds, fallen trees, flooding and water damages that have caused widespread and severe damage as well as loss of property to the Borough and its citizens (including but not limited to):

Damaged homes, buildings, land, bridges and culverts; which have seriously damaged the Borough due to the extraordinary thunderstorm high wind event and heavy rains; and

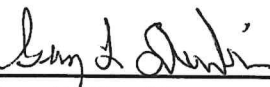
THEREFORE, I authorize the public resources of Borough of Flemington to utilize all available resources to cope with this disaster; and

NOW THEREFORE BE IT RESOLVED BY THE MAYOR OF THE BOROUGH OF FLEMINGTON:

That a local state of emergency is hereby declared for Flemington Borough, Clinton County, Pennsylvania.


1. That the Borough's Emergency Management Plan has been implemented.
2. That this state of disaster shall be continued by vote of the Council of the Borough of Flemington, Clinton County, Pennsylvania.
3. That this resolution shall take effect immediately from and after it's issuance.

ORDERED this 5th day of September, 2024 effective immediately.



Gary L. Durkin
Flemington Borough Mayor

ATTEST:



Charity H. Walizer-Etters
Secretary/Treasurer

RESOLUTION NO. 05-2024

FEE SCHEDULE AS OF AUGUST 2024

**FOR REVIEW OF APPLICATIONS SUBMITTED UNDER THE
FLEMINGTON BOROUGH SUBDIVISION & LAND DEVELOPMENT ORDINANCE**

TYPE OF APPLICATION OR REVIEW		FEE	
MINOR SUBDIVISION			
Final Plan		\$75	
MAJOR SUBDIVISION			
Preliminary plan, final plan, or combined preliminary and final plan (where permitted by the Borough/County Planning Commission)	1-5 lots with public improvements	\$150	
	6-10 lots	\$200	
	11-15 lots	\$250	
	16-25 lots	\$300	
	26+ lots	\$400 + \$10 per additional lot over 25	
MINOR LAND DEVELOPMENT			
Final Plan		\$250	
MAJOR LAND DEVELOPMENT			
Preliminary plan, final plan or combined preliminary and final plan (where permitted by the Borough/County Planning Commission)	2,000-9,999 SF	\$400	
	10,000-24,999 SF	\$600	
	25,000-49,999 SF	\$750	
	\$50,000+ SF	\$1,000	
ADDITIONAL FEES			
Applicants shall pay charges by the Borough's professional consultants if needed for review of an application. Such charges shall be reasonable and consistent with the ordinary and customary charges for similar services the Borough/County.			
Where public improvements are required and installed as part of a subdivision or land development, applicants shall reimburse the Borough for necessary expenses incurred in connection with inspection of the improvements. Such charges shall be reasonable and consistent with the ordinary and customary charges for similar services in the Borough/County.			

Regular Meeting
September 12, 2024

has passed, which was September 10th. Grimm reported that the contractor has spent 12 full days on site or 86 work hours since June. Since that time the only severe weather during that timeframe was the August 29th storm. Because of this project being incomplete, Flemington has had to delay the completion of its street project which was planned to coincide with the sewer project in order to pave over the effected streets. Now we have to pay remobilization fee of \$2,400 in order for Hawbaker to come back and pave those streets. Grimm complimented Pine Mountain on their quality of work. Hoy motioned to require Pine Mountain to pay the remobilization fee as part of mitigating expense detailed in the contract, and implement the fine for noncompletion providing Pine Mountain is unable to substantially complete (patchwork, asphalt and manholes) the project within the next eight working days, which would be September 26th; Grant seconded. Motion was unanimously carried by roll-call vote. It is understood that the sliplining will take place in mid to late October.

CD RENEWAL – Grant motioned to reinvest the maturing CDs as presented by the Finance Committee as follows: General Fund reinvest with Jersey Shore State Bank \$26,679.23 plus accrued interest at maturity on September 21st at 4.75 percent for 10 months; Highway Aid reinvest with Jersey Shore State Bank \$525,000 at 4.75 percent for 10 months. Cash out and deposit into existing money market checking accounts the remaining CDs Sewer \$159,895 plus interest at maturity as of September 21st and Highway Aid \$133,111.89 plus accrued interest at maturity as of September 21st; Allison seconded. Motion unanimously carried.

MEET & GREET FLYERS – Grimm stated that with the two projects being done at the same time, the crew is unable to pass out flyers for the event this year. He and Higgins will help the “Hi Neighbor” committee distribute them to the residents on Monday. Charity will begin printing flyers when she opens the office on Monday morning.

PARK TREES – Lengthy discussion ensued in reference to 5 of the 12 trees ordered being planted on private property belonging to the Hillview Wesleyan Church adjacent to the park. Higgins objects to planting the trees on private property. Other members of Council shared the same concerns. Grant stated that if they were planted on church property, an agreement be in place as to the care necessary for the trees to grow. Grimm suggested moving the property line (subdivision procedures) to include the trees and the memorial on the borough’s plot of land. (The corner of memorial is also resting on the church’s property.) Higgins agreed that the trees would enhance the beauty of the park. Grimm expressed his opposition to planting trees on someone else’s property using tax dollars. Hoy agreed stating that other property owners could request trees be planted for them as well. Kuntz expressed her discontent with Higgins for contacting the vendor and placing a hold on the ordering of the five trees without consulting with the committee. Ed stated that the committee chairman should have been advised that five of the trees would not be in borough property. Grimm motioned to table planting the five trees in question until the committee explores negotiations to correct the problem with the memorial and the trees. And to authorize the committee to begin negotiations with the Hillview Wesleyan Church; Hoy seconded. Motion was carried with a vote of 3 in agreement, 2 abstaining and 2 opposed.

NEW BUSINESS

TIRES – Brungard reported on the condition of the tires on the F550, he anticipated a quote in the amount of approximately \$1,400. Charity confirmed there is room in the vehicle operating budget for the purchase. Grant motioned to approve the purchase; Higgins seconded. Motion unanimously carried.

COMMITTEE REPORTS

Zoning – Taco Bell/559 High Street – the existing structure is in the process of demolition. They are continuing the application process with PennDot for a Highway Occupancy Permit. Technical approval is still pending further information from the developer and review from our engineer.

Streets – Hawbaker will have the street project complete by Tuesday with the exception of the section along the sewer project.

Building & Property – Grant hopes funds are considered for an enhanced security system.

Fire Co. – Chief Houtz reported that they’ve had 201 calls so far this year; 12 calls during the August 29th storm. M. Mahon reported on several fundraisers planned in the coming months. They have a fire drill scheduled for October 10th for Susquehannock Heights—it appears they’ve derived a plan for retrieving the

Regular Meeting
September 12, 2024

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on September 12, 2024. Present were Mayor Durkin, Wayne Allison (via phone), Don Grant, Dave Grimm, Ed Higgins, Albert Hill, Stephen Hoy and Traci Kuntz. Also present were Maureen Mahon, Dustin Houtz, Dan Baker, Tim Fye, Alex Folmar, Sandra Yost and daughter, Susie Peters and Alexa Bixel (Clinton County Conservation District), Dean Edwards of Pine Mountain Construction, Borough Engineer Stephen Gibson and William Brungard.

PUBLIC COMMENT – President Hill limited speakers under public comment to five minutes for the sake of time constraints and lengthy agenda items. Sandra Yost, resident of Woods Avenue addressed Council regarding the damage to her property caused by the severe storm on August 29th, 2024. Large trees were pushed down the stream and caused her porch to begin collapsing into the stream. She reported that she’s been trying to seek assistance on the condition of the stream. Flemington provided her with a list of resources and possible grant or small interest loans that could be available to her. Council reported that the stream does not belong to the borough. Therefore, we cannot provide equipment or labor to assist with the cleanup. Representatives from Dush’s office have visited the site over the past several months as well. During/after the storm, personnel from Flemington Goodwill Hose Fire Company along with County and Borough Emergency Management were on scene. At that time Ms. Yost was advised by the Flemington Fire Chief to vacate the property. However, she declined to do so.

Tim Fye, resident of Canal Street attended the meeting to request that the bridge culvert on Canal Street be checked for possible obstruction. He feels there is too much stone in the bottom of the culvert preventing appropriate water flow. Gibson referred to his report of what the requirements are (he also reported that while he is the borough’s engineer, he did not design this particular project). The fire company offered to assist with blowing some of the stone out if necessary. Gibson agreed that the pipe could be blown out providing it is not considered by DEP to be an exceptional volume stream. Susie Peters, District Manager for the Clinton County Conservation District advised Gibson that it in fact is not considered to be an exceptional volume stream. Fye was also provided with a list of resources available to seek assistance on storm damage and stream erosion prevention.

MINUTES – Grimm motioned to approve the minutes of August 22, 2024; Grant seconded. Motion was unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION

ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS

FINANCIAL

BILL SHEET & FINANCIAL STATEMENT – Grimm motioned to approve bills as follows: General \$8,911.53; Sewer \$75,698.91 PLUS \$63,051.30 to Pine Mountain Excavating for the payment #2 of the Wright Street Sewer Project, \$1134 to Clinton County Sewer Authority and \$2358.75 to Clinton County Commissioners for debt services; Highway Aid \$0. Grimm added that the donations listed on the bill sheet to the SPCA \$200, Clinton County Women’s Center \$100 and the Clinton County Office of Aging \$100 shall be removed. He noted that the PSAB has indicated that these are not approved donations under the borough code. Kuntz seconded. Motion carried unanimously.

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

UNFINISHED BUSINESS

SEWER PROJECT EXTENSION REQUEST – Grimm reported on the letter received from Pine Mountain requesting the extension due to weather conditions to September 30th. The substantial completion date

Regular Meeting
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handicapped residents who are housed on the 2nd floor. They reported a \$630 profit from their Marianna's fundraiser. There will be a tour of Avery for local emergency services on September 19th. They will be presenting their financial report in the near future. M. Mahon reported approximately \$19,965 in revenue for 2024 compared to approximately \$8,000 in 2023. She did, however, report that some revenues in 2023 may have been miscategorized.

Community Development – 420 Frederick Street's lawn has been mowed. The mortgage company plans to come back and secure the property as well.

Recreation – Allison expressed his concern with the possibility of losing parking availability in the bowling alley's lot. He would like to see the two attorneys work together to come to a solution.

Personnel – Charity reported for the record that she will not be attending the PSAB Fall Leadership Conference in October as was previously approved due to budget constraints. Grant and Higgins understood her decision. However, they expressed that they disagreed with the decision.

Finance/Grants – Kuntz reported on the information distributed from the University of Pittsburgh for the five-year plan. She explained that what was provided mimics what was displayed during the slideshow. She added that additional information is available to anyone who would like to review it. However, most of the remaining information will be considered by the budget committee. We continue to wait for DCED's approval on the full report. She added that it is clear that a tax increase will be necessary moving forward in order for the borough to solvent. She also reminded Council that money market and CD rates will be reviewed soon. The existing CDs will mature in September.

Joint Building – The committee approved new outside lights and river stone for the back of the building. They have security cameras that were donated by a fire company member. Carl plans to install the system.

ANNOUNCEMENTS: Borough Association dinner meeting will be held on October 8th at Citizens Hose Co. in Renovo. More details will be available at a later date. Please RSVP by October 1st.

ADJOURN: Grant motioned to adjourn the regular meeting at 9:01 p.m.; Higgins seconded; motion unanimously carried.

ATTEST: 
Charity H. Walizer-Etters
Secretary/Treasurer

RESOLUTION # 06-2024

Resolution Authorizing Broadband Ready Communities Program Application

WHEREAS, Flemington Borough seeks to obtain designation from the Pennsylvania Broadband Development Authority (PBDA) as a Broadband Ready Community; and

WHEREAS, the Broadband Ready Community designation allows for increased opportunities for broadband infrastructure investment through the reduction of procedural, policy, and permitting barriers to broadband deployment at the municipal level; and

WHEREAS, Flemington Borough will be promoted by the PBDA to internet service providers and broadband implementation firms for obtaining Broadband Ready Community designation;


NOW THEREFORE BE IT RESOLVED, Flemington Borough authorizes an application to the PBDA for a Broadband Ready Community designation; and

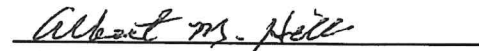
BE IT FURTHER RESOLVED, Borough of Flemington hereby authorizes Clinton County to serve as its Municipal Broadband Champion.

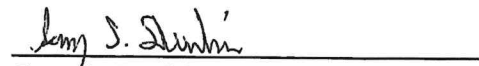
BE IT RESOLVED, Flemington Borough hereby authorizes sharing any geographic information system data related to broadband asset inventory.

ADOPTED this 26th day of September, 2024 by the Borough of Flemington

Attest:


Charity H. Walizer-Etters
Secretary/Treasurer


Albert M. Hill
President


Gary L. Durkin
Mayor

Borough of Flemington

Resolution #07-2024

WHEREAS THE Borough of Flemington will be undertaking a project under the Strategic Management Planning Program for codification of the Borough's ordinances.

AND

WHEREAS THE Borough of Flemington wishes to participate in said project.

AND WHEREAS THE Pennsylvania Department of Community & Economic Development makes available grants-in-aid to such project through the Strategic Management Planning Program,

NOW THEREFORE, BE IT RESOLVED that the Council of the Borough of Flemington hereby authorizes the Secretary/Treasurer and Grants/Finance Committee to make application for such a grant on our behalf.

Adopted this 10th day of October 2024

Robert M. Hill
Flemington Borough Council
President

Attest

Christina Lopez
Borough of Flemington
Secretary/Treasurer

Regular Meeting
September 26, 2024

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council present at 7:00 p.m. on September 26, 2024 were Mayor Durkin, Wayne Allison (via phone), Don Grant, Dave Grimm, Ed Higgins, Albert Hill, Stephen Hoy and Traci Kuntz. Also present were Kollin Wheeler Tim Fye, Alex Folmar, Carl Johnson, Dustin Houtz, Maureen Mahon and Mr. and Mrs. Tim Egglar.

PUBLIC COMMENT – Tim Fye attended the meeting to discuss the sediment/debris sitting inside the bridge/culvert on Canal Street. FEMA and EMA have visited the property owners effected by the storm of August 29th. However, they have not responded to the concerns to date. Hill stated that the Borough is unable to respond on behalf of those agencies. (Fye was provided resources for storm relief and stream repair from the borough during the last meeting). Fye and Folmar requested the plans on the bridge/culvert and permits from the time of installation. (This requires RTK procedures be followed.) Hoy questioned the requirements and who would be responsible for the maintenance of the culvert and waterway. Charity will contact DEP for some answers for the next meeting.

Fye also spoke about brush pickup. Council reiterated the requirements for the borough to pick up brush. The brush in question was beyond the scope of what the borough crew is permitted to retrieve. Hill stated that the rules for pickup are clearly spelled out.

Mr. and Mrs. Egglar attended the meeting to provide the borough with an explanation as to why the bowling alley can no longer allow parking overflow from the park in his parking lot. There are safety/liability concerns. Allison expressed his concerns for the elderly, etc. who use that entrance to the park for access to the upper pavilion. Egglar responded that he does not wish to negotiate parking and would like this notification to be an immediate end to the use of his lot. He is requesting that the “welcome” sign be moved. He is planning to block the entrance in the near future with fencing, etc.

MINUTES – Hoy motioned to approve minutes for September 12, 2024; Grimm seconded. Motion unanimously carried.

UNFINISHED BUSINESS

HEALTH INSURANCE RENEWAL – Kuntz motioned to approve renewal with no increase on the dental (\$2,780 annually) and vision (\$1,066 annually) premiums with Guardian. In addition, the current premium will be held for the next two years; Grimm seconded. Motion carried unanimously. Kuntz added that our broker did shop these rates and the Davis plan was not competitive to the current plan. Kuntz reported that our FNB broker also shopped our health insurance premiums within the Geisinger platform in terms of revising the current plan for affordability. Decreasing deductibles and increasing some of the services’ copays, it seemed reasonable to both the committee and the employees to change the Alternative 2 plan (\$62,592.36 annually), which saves the borough \$13,292.64 annually compared to continuing with the current plan at the renewal rate. Kuntz motioned to approve enrolling the employees in Alternative 2; Hoy seconded. Motion unanimously carried. Kuntz added that these amounts do not reflect employee shares at this time, as that is still being considered and negotiated with the committee/employees.

NEW BUSINESS

TRICK-OR-TREAT – October 31st 6:00 p.m. to 8:00 p.m.

BROADBAND RESOLUTION – Allison motioned to approve Resolution No. 06-2024 supporting the County’s efforts to provide improved broadband services through grant achievements; Grimm seconded. Motion unanimously carried.

LEAF PICKUP – Every Tuesday in November.

COMMITTEE REPORTS

Zoning – Grimm reported that Taco Bell is expected to submit updated plans in the next few days for the Planning Commission to review.

Regular Meeting
September 26, 2024

Sewer – Grimm reported that Pine Mountain has completed the required work on the project as was detailed during the last meeting.

Streets – Hill reported that the remaining portion of the project that was postponed due to the late completion date of the sewer project will reconvene next week weather permitting.

Building & Property – Grant again expressed his request to plan for security upgrades for the 2025 budget. Council suggested looking into additional cameras for the pump station, salt shed and upgrading the park camera system if necessary. Grant will request additional information. Council also discussed the possibility of locating grant monies to offset the costs.

Fire Company – There will be a drive thru spaghetti dinner September 28th from 4-8:00 p.m. They will be providing their financial statement at the next meeting. They will be participating in a family fun day at the Seventh Day Adventist Church on October 6th from 1-3:00 p.m.

Recreation – Allison updated the planting schedule for the trees for October 2nd at 9:00 a.m. They will be working with the Hillview Wesleyan Church in regards to the planting of the other five trees. An update will follow. Allison noted that the committee will be actively looking at options for parking now that we will no longer be able to use the bowling alley for the overflow (particularly for those utilizing the upper pavilion).

Finance – The committee met with Lisa Burns in reference to pursuing the codification phase of the STMPP. We will be working with DCED to come up with a plan and to determine what funds the borough may need to contribute to bring the codification project to fruition. Expenditures for the budget are due to the committee by October 7th.

Joint Building – The committee met and will have some requests for the budget committee.

“Hi Neighbor” – Higgins reported that this was the biggest Meet & Greet to date with 80+ Flemington residents in attendance.

ANNOUNCEMENTS: Borough’s Association Dinner will be October 14th in S. Renovo – no one from Flemington will be attending.

ADJOURNMENT: Grant motioned to adjourn at 8:40 p.m.; Higgins seconded. Motion unanimously carried.

ATTEST: Charity H. Wallizer-Etters
Secretary/Treasurer

Regular Meeting
October 10, 2024

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council at 7:00 p.m. on October 10, 2024. Present were Mayor Durkin, Don Grant, Dave Grimm, Ed Higgins, Albert Hill, Stephen Hoy and Traci Kuntz. Also present were Maureen Mahon, Tony Mahon, Carl Johnson, Dustin Houtz, Tim Fye, Alex Folmar, Wayne Allison was absent.

PUBLIC COMMENT

MINUTES – Grant motioned to approve the minutes of September 26, 2024; Grimm seconded. Motion was unanimously carried.

REPORTS OF OFFICERS

PLANNING COMMISSION
ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS

FINANCIAL

BILL SHEET & FINANCIAL STATEMENT – Kuntz motioned to approve bills as follows: General \$10,133.59 plus \$1450 to Rizzo for park trees; Sewer \$5,508.77 PLUS \$95,039.22 to Pine Mountain Excavating for the payment #3 of the Wright Street Sewer Project; Highway Aid \$158,631.82; Street Project \$20,000. Grant seconded. Motion carried unanimously.

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

UNFINISHED BUSINESS

Codification Grant Application Resolution No. 07-2024 – Grant motioned to approve Resolution No. 07-2024 to make application to DCED for an ordinance codification grant; Grimm seconded. Motion carried unanimously.

Parking at Grove Park – Allison requested consideration to utilize Gibson for engineering a new parking area at Grove Park. Grimm feels this may be premature and we should look at the available area near the fence adjacent to the bowling alley parking lot. He sees a potential for approximately ten spaces in that location. There was some discussion about cutting away the bank adjoining the St. Lukes Church parking lot. However, Grimm feels it may be unnecessary to disturb the bank. Kuntz agreed. Hill suggested using millings for the lot. Grant questioned if a retaining wall would be necessary. Grimm did not think so. No action was taken on paying for engineering for the parking.

NEW BUSINESS

Fire Co/Joint Building – The fire company submitted their requests for their annual allocation (this year's being \$3,500) from the borough. They're requesting funds to move/install the AC unit from the bay to the meeting room in the amount of \$1,400 (less 30 percent, which is the Borough's share of joint building purchases). In addition, they are requesting funds for an LED advertising sign. This could be a joint purchase for the fire company, "Hi Neighbor" Committee, Borough and Mill Hall Kiwanis. Council agreed the sign would be beneficial for all of the organizations to utilize. However, they suggested obtaining quotes for a larger unit. Grimm reminded the members that once they've completed the work on the AC unit, they may submit the paid invoice to the Borough for reimbursement. Grimm motioned to table the sign purchase until additional prices are presented to Council; Grant & Higgins seconded. Motion unanimously carried.

COMMITTEE REPORTS

Zoning – Taco Bell/559 High Street – Site work is currently underway. There are some updates to the curbing and access areas that are currently under review. There are still HOPs that need to be approved through PennDot. Once the planning commission reviews the final plans, it will be returned to the borough for final

Regular Meeting
October 10, 2024

approval. There does seem to be a property dispute relating to parking between two of the property owners. However, this is not a borough issue at this time.

Streets – Hawbaker has completed the paving project and the committee will be walking the project for inspection in the coming days. Grant questioned the repairs of the Allison Street pavement and if Hawbaker will be coming back to correct it. Hoy responded that since this was a water line break, Suburban will be responsible for fixing this section of street. Hill reported on a complaint received from a resident near the dance studio and the traffic/parking issues that continue to exist. The committee met with the Biscoff's and PennDot in an effort to reevaluate the problem. The Biscoff's are considering diverting traffic to a parking lot on the Mill Hall side of the studio from Sturdevant Street. This may alleviate some of the congestion on Sturdevant Street. The Biscoff's have been consulting with the Borough and PennDot for some direction. They understand that the parking area would be their expense to absorb. Their main priority is keeping everyone safe.

Building & Property – Grant hopes funds are considered for an enhanced security system. Grimm suggested that since the fire company is installing a camera/security system, maybe it wouldn't be necessary for the borough to do the same. Grant will discuss this with the JBC.

Fire Co. – Chief Houtz reported that participated in a Family Fun Day with the Seven Day Adventist Church. They also participated in a fire drill at Susquehannock Heights. M. Mahon presented their annual report for 2024 to date as compared to 2023. They pointed out some major expenses that occurred in 2024 that affected their figures were purchasing a new boiler for their rental and truck repairs that were safety hazards. They have increased their rental fees and would like to hold off on requesting the implementation of a fire tax at this time. They would like to strive for another year to achieve a balanced budget without the need for the tax. Grant complimented Mahon on the well-organized report. Council agreed.

Community Development – There will be a hearing for Case FB1001 on November 7th at 2:30 p.m. in Courtroom #2.

Finance/Grants – Kuntz distributed a table pertaining to budget preparations for Council to review. There will be more discussion as the budget comes together later in the month.

"Hi Neighbor" – They will be participating in the Senior Citizens' dinner on November 22nd and the Christmas Lighting will be put up on November 10th weather permitting.

ANNOUNCEMENTS: None.

ADJOURN: Grimm motioned to adjourn the regular meeting at 8:03 p.m.; Grant seconded; motion unanimously carried.

ATTEST:  Charity H. Walizer-Etters
Secretary/Treasurer

Regular Meeting
October 24, 2024

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council present at 7:00 p.m. on October 24, 2024 were Wayne Allison, Don Grant, Dave Grimm, Ed Higgins, Albert Hill, Stephen Hoy and Traci Kuntz. Also present were Kollin Wheeler, William Brungard, Tim Fye, Alex Folmar, Dustin Houtz, Maureen Mahon, Dean Edwards and Doug Lamey (arrived at 7:14 p.m.). Mayor Durkin was absent.

PUBLIC COMMENT – Dean Edwards submitted a letter to Council noting Pine Mountain Excavating’s progress on the Wright Street Sewer Project. The project completion date is expected to be November 18th. The estimated project costs are less approximately \$15,000 since they are bursting some of the lines. Council will vote to accept the new completion date at the next meeting.

MINUTES – Grant motioned to approve minutes for October 10, 2024; Higgins seconded. Motion unanimously carried.

UNFINISHED BUSINESS

HEALTH INSURANCE DEDUCTIBLES – Kuntz announced the change in deductibles for the 2024/25 renewal term. Last year’s deductibles were \$7,000—which was paid by the borough. This year’s deductibles are \$2,500. The employees did not expend their full deductible amounts in 2023/24. Grant motioned to accept and continue to absorb the deductible costs for the 2024/25 insurance term; Grimm seconded. Motion was unanimously carried. *(The alternate plan recommended and accepted at the last meeting will save the borough \$4,384.44 compared to last year’s premium and will save the borough \$13,292.64 compared to the renewal of last year’s plan. This change also increases copays for the employees as follows: emergency room care will go from \$100 to \$250* per visit unless admitted; MRI’s, CT and Pet Scans will go from \$0 to \$250; Outpatient facility surgery will go from \$0 to \$250*; inpatient will go from \$0 to \$200*; specialist office visits go from \$35 to \$40 per visit.) *after deductible*

CANAL STREET CULVERT – Grimm reported that McGhee will be completing the work to remove the debris from the culvert and reset the riprap along the stream for \$1,200. The fire company has agreed to assist when they have an available crew to flush it out, leaving a small amount in the bottom for habitat. Mr. Fye’s yard will be utilized for access and will be restored to its current condition after. First Quality has been in to inspect the area as well. However, we haven’t been contacted to date. Mr. Fye stated that the borough may utilize the debris retrieved from the Canal for a parking lot base if needed for Grove Park. Grimm added that we’ve checked with PennDot and we’re permitted to utilize Liquid Fuels Funds to complete the job.

WATER FILTRATION/SUBURBAN AND LOCK HAVEN MERGER – Hoy updated Council on the merger negotiations between the Clinton County Water Filtration Authority, Suburban Water Authority and the Lock Haven Water Authority. At this time, the assets contribution from the City are in question. The land that was originally being offered are now being offered to lease. This has stalled negotiations. Allison asked if an approximate value has been determined for the customer base to which Hoy answered “no”. Grant questioned if the City planned to upgrade their lines prior to the merger; Hoy stated “no”. Council agreed that the merger seems to be a win/win for the City but not for the other entities. Hoy will update Council as new information becomes available.

NEW BUSINESS

CODE INSPECTIONS, INC. – Code Inspections, Inc. recently submitted their letter of nonrenewal to the borough beginning in January 2025 for zoning, UCC, stormwater, land development and flood plain ordinance enforcement. They have also pulled services from Lamar Township. Grimm motioned to advertise for professional services; Kuntz seconded. Motion was unanimously carried.

CCEP GRANT APPLICATION – Allison motioned to apply for added security measures for Grove Community Park such as restroom facility automatic door locks and additional cameras; Grimm seconded. Motion unanimously carried.

Regular Meeting
October 24, 2024

COMMITTEE REPORTS

Sewer – Grimm showed a map that Brungard created showing all the projects completed over the last several years. He reported that since 2007 the sewer lines have been updated with the exception of Frederick Street/Locust Lane. This project is being engineered in 2025 for a shovel read project within the next five years. He added that this is great news for the budget noting that we can implement a five-to-ten-year planning cycle moving forward. He then referred to the street map showing the same project expectations.

Streets – Hill expanded on Grimm’s report pointing out that Brungard also created a street map detailing the projects over the last several years upgrading all of our streets. We should be in good shape for the next five or so years. This gives this Council and future Council’s a clear project plan to follow for future budgeting.

Fire Company – Houtz reported that a Toys for Tots box has been placed in the meeting room. He added that they are planning to request radios for the 2025 budget. They’re also working on certifications for a handful of their members.

Recreation – Allison requested that a letter of thanks be sent to Bald Eagle Township for their assistance at the park. The land acquisition with the Hillview Wesleyan Church is likely to be completed sometime in 2025 if approved. The crew is working on winterizing the park.

“Hi Neighbor” – Higgins reported that the High Street holiday lighting is planned for November 10th at 8:00 a.m.

Act 32/TCC – Grant requested to be appointed as Flemington’s representative; Grimm will be the alternate. Hill agreed and made the appointment.

ANNOUNCEMENTS:

ADJOURNMENT: Kuntz motioned to adjourn at 8:21 p.m. and enter Executive Session to discuss personnel negotiations at which time the employees left the meeting; Grant seconded. Motion unanimously carried.

ATTEST: Charity H. Walizer-Etters
Secretary/Treasurer

RESOLUTION NO. 08-2024

Whereas: Flemington Borough Council presents its 2025 Final Budget figures for The Borough of Flemington.

Whereas: Flemington Borough Council sets the 2025 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 2025 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 12th, 2024

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 12TH, 2024.

Date: December 12th, 2024

Clerk/Secretary:

Charity H. Walizer-Etters

ORDINANCE NO. 267

AN ORDINANCE OF THE BOROUGH OF FLEMINGTON, CLINTON COUNTY, PENNSYLVANIA, ESTABLISHING AN ANNUAL TAX RATE ON ALL REAL PROPERTY WITHIN THE BOROUGH.

BE IT ENACTED AND ORDAINED, and IT IS HEREBY ENACTED AND ORDAINED by Council for the Borough of Flemington, Clinton County, Pennsylvania, as follows:

SECTION 1: A tax of 1.25 mills is hereby levied on all real property which is located within the Borough and which is subject to taxation, commencing with the 2025 Calendar Year.

SECTION 2: Pursuant to applicable provision of the Local Tax Collection Law, a taxpayer subject to payment of such tax levied by this Ordinance shall be entitled to a discount of two (2%) per cent from the amount of said tax upon making the payment of whole amount of such tax on or before April 30.

SECTION 3: A taxpayer subject to the payment of a tax levied by this Ordinance, who shall fail to make payment of such tax on or before June 30, shall be charged a penalty of five (5%) per cent which penalty shall be added to the tax by the Tax Collector and shall be collected by the Tax Collector.

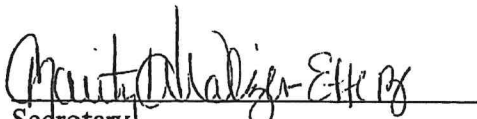
SECTION 4: Any Ordinance or part of any Ordinance that is in conflict with this Ordinance is hereby repealed. All ordinances not inconsistent with this Ordinance shall remain in full force and effect.

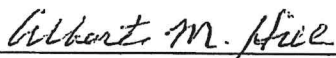
SECTION 5: This Ordinance shall take effect on January 1, 2025.

Adopted by Council for the Borough of Flemington, Clinton County, Pennsylvania, this 12 day of December, 2024.


ATTEST:

BOROUGH OF FLEMINGTON


Secretary

By: 
President, Borough Council

APPROVED this 12 day of December, 2024.


Mayor

Regular Meeting
November 14, 2024

Council President Albert Hill called to order the regular meeting of the Flemington Borough Council present at 7:00 p.m. on November 14, 2024, were Wayne Allison, Donald Grant, Dave Grimm, Ed Higgins, Albert Hill, Steve Hoy, Traci Kuntz (via phone) and Mayor Gary Durkin. Also present were Bill Brungard, Dan Baker, Dustin Houtz, Maureen Mahon and Florentino Caimi.

PUBLIC COMMENT – Mr. Caimi, a resident along Frederick Street attended the meeting to request some attention be brought to the property located at 312 Frederick Street. The owner is deceased. It appears there has been no one assigned to take over the property, which is in failing condition and has become a nuisance. Council will contact Solicitor Houser to look into what steps must be taken to secure the property. Mr. Caimi asked to be kept informed of updates. He added that he would be interested in vacating the alley associated with 312 Frederick Street and his property. Grimm stated that this would require an ordinance and the interested parties would need to agree to vacate. Once ownership is determined we can revisit this.

MINUTES – Allison motioned to approve the minutes of October 24, 2024; Hoy seconded. Motion carried unanimously.

REPORTS OF OFFICERS

PLANNING COMMISSION – Grimm reported that Gibson provided the Taco Bell developer a list of tasks for completion prior to Council review/approval. It appears that the adjoining property owners are satisfied with the amendments to the plan regarding curbing.

ORDINANCE ENFORCEMENT OFFICER – Allison reported there is some debris/rubbish located on the vacant lot at 1132 West Fourth Street. Brungard will notify the owner.

COMMUNICATIONS - Were listed for review.

FINANCIAL - Bill Sheet & Financial Statement – Grant motioned to approve bills as follows: General \$5,409.71; Sewer \$8,496.57; HA \$44,339.49 (plus \$1,250 to McGhee for the Canal Street culvert cleanout) Grimm added that the culvert payment is for equipment use only. He reported that McGhee donated that labor for the job; Grimm seconded. Motion carried unanimously.

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

UNFINISHED BUSINESS

Fire Company Budget Request – Grimm clarified the budget request for the AC Unit of \$1,499. The borough will allocate 30 percent of the cost (\$449.70) as a shared expense. An invoice has been submitted to the borough. However, we will a copy of the cleared check payment in order to release the funds. The remainder will be paid out of the annual contribution budgeted to the fire company for 2024. In addition, the borough will reimburse the fire company for the purchase of an illuminated 77"x32" sign for their event announcements. The cost of the sign is \$1,799. The borough requires a paid receipt for this as well, with proof of cleared payment.

Tax Ordinance – Allison motioned to advertise the proposed tax ordinance increasing the current .915 millage to 1.25 mills; Grant seconded. Motion carried unanimously.

Proposed Budget – Grimm explained the key points in the 2025 budget. He added that the codification grant (Phase II of the STMP grant) came in from DCED at a 90/10 split. Flemington will need to allow for a match in the amount of approximately \$2,300 while DCED will be allocating the remaining \$20,700. This is great news for the budget, as the grant typically requires a 50/50 match. He also reported that the borough will be allocating \$1,095 to each the Flemington Goodwill Ambulance Association and the Flemington Goodwill Hose Fire Company. Grimm motioned to adopt the 2025 proposed budget with the tax increase of .33 mills; Kuntz seconded. Motion unanimously carried.

Wages – Council will hold wage discussion in Executive Session following the remaining agenda items.

Pine Mountain Excavating Extension – Grimm motioned to approve the extension request for a November 18th completion date; Higgins seconded. Motion unanimously carried.

Regular Meeting
November 14, 2024

NEW BUSINESS

2025 Meetings – Grimm motioned to schedule the 2025 legislative meetings for the Flemington Borough Council for the 2nd and 4th Thursdays of each month excluding the 4th Thursdays of November and December (due to the holiday). Planning Commission meetings will continue to be held on the first Monday of each month. Hoy seconded. Motion unanimously carried.

Burn Ban – Fire Chief Houtz suggested the Council consider a burn ban for the borough considering the current wild fire risk across the County.

COMMITTEE REPORTS

Zoning – Grimm reported that Susquehanna has made formal application for their Phase II zoning approval, which was expectedly denied. They will be making application to the Zoning Hearing Board for zoning and unit exceptions as well as to Borough Council for Conditional Use approval. We're anticipating a proposal from Light & Heigel for building code enforcement. They will be working with Victor from Code Inspections, Inc. pending approval.

Sewer – Grimm reported that the stream on Canal Street has been cleared of debris. The fire company will continue to work on the culvert Sunday to remove the sediment from the August 29th storm. The storm drain repair on Parkwood Drive is completed.

Streets – Allison questioned if excavation permits were in place and paid for by Taco Bell. Brungard reported that they have been acquired and are paid.

Fire Co. – Houtz reported 217 calls in 2023 by this date; 245 calls to date this year.

Community Development – Hoy reported on a possible disabled vehicle at the corner of West Fourth and Allison. He also requested that Brungard contact the property owner on West Fourth Street about an exit door with no exit stairs and is concerned for safety in the event of a fire. Brungard reported that Code, Inspections deemed this to be unnecessary since the property has been like this for the past several years. Hoy referred to it as a safety issue rather than a zoning issue and requested Brungard reach out to the home owner again.

Recreation – Allison reported that the Clinton County Community Foundation grant application for locks and security cameras is ready for completion and will be submitted next week.

Personnel – Employee appreciation lunch will be held in December Charity will confirm a date in the next week or so.

Finance & Grants – Grimm reported we will be sending a refund check to a sewer customer for an overdraft from their payment. The check was written for \$100 less than what was debited from the customer's bank account.

"Hi Neighbor" – They will assist the First Church of Christ with their senior citizen Thanksgiving meal next Friday. The Christmas Lighting Contest will be held December 17th at 6:00 p.m.

ADJOURNMENT: Allison motioned to adjourn the regular meeting and enter Executive Session at 8:36 p.m. to discuss wages; Grant seconded. Motion carried unanimously. After reconvening the regular meeting at 8:47 p.m., Hoy motioned to increase employee wages by \$1 per hour for each employee; Grant seconded. Motion unanimously carried. The meeting adjourned at 8:50 p.m.

ATTEST: Charity H. Walizer-Etters
Secretary/Treasurer

Regular Meeting
December 12, 2024

Council Vice President Wayne Allison called to order the regular meeting of the Flemington Borough Council present at 7:00 p.m. on December 12, 2024, were Wayne Allison, Donald Grant, Dave Grimm, Ed Higgins, Albert Hill, Steve Hoy, Traci Kuntz and Mayor Gary Durkin. Also present were Borough Engineer Steve Gibson, Bill Brungard, Dan Baker, Dustin Houtz, Maureen Mahon, Shawn Wells, Dave Stachowski and Charter Foods/Trinity Holdings, LLC.

PUBLIC COMMENT

MINUTES – Grimm motioned to approve the minutes of November 14, 2024; Higgins seconded. Motion carried unanimously.

REPORTS OF OFFICERS

PLANNING COMMISSION
ORDINANCE ENFORCEMENT OFFICER

COMMUNICATIONS - Were listed for review.

FINANCIAL - Bill Sheet & Financial Statement – Hoy motioned to approve bills as follows: General \$9,485.38; Sewer \$41,325.23 (Plus payment of \$106,741.16 to Pine Mountain pending engineer's review); HA \$0; Grant seconded. Motion carried unanimously.
(A detailed listing of bills & financial statements is available in the Borough Office.)

UNFINISHED BUSINESS

Taco Bell – Grimm explained the outcome of the recent Planning Commission. He reported that there is still no highway occupancy permit and the easement with the abutting property owners was insufficient. The borough, Steve Gibson and Taco Bell developers held a conference call with the abutting property owners to remedy the easement and driveway issues. Grimm motioned to provide conditional approval on the preliminary plans requiring them to come back for final approval in the spring with as-builts.

UCC Enforcement – Grimm motioned to continue zoning, flood plain and land development enforcement with Code Inspections, Inc.; Grant seconded. Motion unanimously carried. Grimm suggested the Zoning Committee meet with Light-Heigel & Associates to discuss some additional items for UCC and building code enforcement. Council is considering a municipal admin fee and a cancellation clause be included in the contract.

Flemington Manor Waiver Request – Mike Fisher with T. Ross Brothers who is the developer for Flemington Manor (46-unit elderly housing unit) has requested a waiver of the tap-on fees of \$23,000 for the development. Grimm reported that the County Commissioners have contributed \$200,000 for the project. He would like to see Flemington waive a portion of the tap-on fees in an effort to show Flemington's support for the project. He added that based on the current Susquehannock Heights sewer usage, the treatment expenses for the units will be well below the quarterly rates imposed since the sewer usage is much less than the minimum service charge covers. Local support would look favorable when applying for tax credits. Mayor Durkin added that he is against waiving the fees considering we just raised taxes for 2025 and implemented a 13.7 percent sewer rate increase in July. Grimm stated that this project will benefit the entire Clinton County Community. Grimm motioned to waive \$11,500 of the tap-on fees, which is 50 percent of the total costs; Hoy seconded. Motion unanimously carried.

Final Budget – Grimm motioned to adopt the final budget for 2025, which includes a .33 mills tax increase; Higgins seconded. Motion unanimously carried.

Tax Ordinance No. 267 – Kuntz motioned to adopt a real estate tax rate of 1.25 mills beginning January 1st, 2025; Hill seconded. Motion unanimously carried.

Tax Resolution No. 08-2024 – Hill motioned to adopt Tax Resolution No. 08-2024; Kuntz seconded. Motion unanimously carried by roll-call vote.

Regular Meeting
December 12, 2024

NEW BUSINESS

ZHB Resignation – Grimm motioned to accept Susan Conway’s resignation from the Zoning Hearing Board effective immediately; Kuntz seconded. Motion unanimously carried. Council thanked Ms. Conway for her service.

ZHB Appointment – Grimm introduced Shawn Wells to the Council. He reported on his current contributions to the community such as assistance with the Christmas lighting and the “Hi Neighbor” Committee. Wells added that he’s well-versed in all aspects of construction as well. Grant motioned to appoint Shawn Wells to the Zoning Hearing Board fulfilling the remainder of Ms. Conway’s term; Kuntz seconded. Motion unanimously carried.

Website Accessibility Update – Grimm motioned to table the update until is required by law considering the cost involved in implementing the update; Grant seconded. Motion carried unanimously.

COMMITTEE REPORTS

Sewer – Grimm reported that restoration of yards along the sewer project is expected in the Spring. There’s one manhole thus far that will need repaired (leaking). Pine Mountain is aware of the leak and plans to repair it in the Spring. Brungard presented example pipes showing the process of the process. Grimm added that there are still 20 service lines yet to be inspected/replaced. One property is for sale, five are under contract and 14 will receive letters providing 190 days before enforcement ensues.

Streets – The project is complete with no issues. Taco Bell replaced the storm drain.

Fire Co. – Houtz reported that Mill Hall Borough sent a letter requesting fire coverage assistance. There will be a meeting after the first of the year. He also thanked Council for their support over the past year since he’s become chief and added that the NIMS 300 & 400 are expected to be offered in 2025. Flemington will be hosting the classes.

Recreation – Allison reported that Keystone Central requested participation in the summer program. This may be something to consider for 2026 season since we’re already through budget preparations.

Personnel – Employee appreciation lunch will be December 17th at noon at OIP.

“Hi Neighbor” – Gun/Cash Bingo scheduled for February 8th, 2025.

Act 32 TCC – Grant reported that they seem to be attempting to move collection services outside the County. He is opposed and supports keeping these types of services inside the County to benefit Clinton County business.

ANNOUNCEMENTS: There will be a Condition Use/Variance hearing on December 19th at 6:00 p.m. to consider Flemington Manor’s request for a continuance.

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

ATTEST:  Charity H. Walizer-Etters
Secretary/Treasurer