

**SHAMOKIN DAM BOROUGH COUNCIL
COUNCIL MEETING
AUGUST 5, 2024**

The regular monthly meeting of the Shamokin Dam Borough Council was held on Monday, August 5, 2024, in the municipal building located at 42 West 8th Avenue, Shamokin Dam beginning at 7:00 P.M. Interim President Sauers presided.

MEMBERS PRESENT:

Shawn Bingaman, Karen Roberts, Charlene Bailey, Maria Brandt, and David Sauers were present.

MEMBERS ABSENT:

Mark Benner was absent.

OTHERS PRESENT:

Manager Edward Hovenstine, Acting Mayor Donald Musser, Solicitor Robert Slivinski, Secretary LaDawn Leitzel, Police Chief Bremigen, Diana Bickhart, June Stark, and David Bobb were present.

The meeting was opened with the “Pledge of Allegiance.”

Interim Council President requested a moment of silence to honor Mayor Joseph McGranaghan and his service to the community.

Solicitor Slivinski explained the vacancy of the office of Mayor process. Joe McGranaghan passed away on Saturday, August 3, 2024. The vacancy for the office of mayor will be discharged by the president of council as acting mayor. Vice president of council will be interim president of council. The council shall fill the vacancy within 30 days by appointing a registered elector of the borough, who has resided within the borough for at least one year immediately prior. The Solicitor recommended filling the vacancy tonight because the vacancy would not be filled within the 30 days due to the next council meeting would be Tuesday, September 3, 2024. The appointed mayor would fill the vacancy for the remaining term, which would be at the end of year 2025. Councilwoman Roberts objects to appointing someone to the mayor position tonight due to being premature. The Solicitor explained that if no one were appointed tonight then a special meeting would need to be advertised to fill the position. Unfilled vacancies – If the office would not be filled within 30 days, then the vacancy shall be filled within fifteen additional days by the vacancy board. The vacancy board shall consist of the council, and Rue Rothermel, chair of the vacancy board. Board petition – If the vacancy is not filled by the vacancy board within the 15 days, then the vacancy board shall petition the court to fill the vacancy. Acting Mayor Musser stated that he would be willing to fill the vacancy until the end of year 2025, but then would need to resign from the position of council. Councilwoman Roberts mentioned that then there would be a vacancy on Council. Acting Mayor Musser answered that the vacancy of council could be appointed at the Tuesday, September 3, 2024, meeting. Councilwoman Roberts would like an opportunity to speak with Daniel Weber, who was the Mayor of Middleburg Borough, regarding the vacancy. Councilwoman Brandt requested more

information on the mayor position and would consider filling the position. Solicitor Slivinski mentioned that the Borough has not entered a contract with the Police Chief and a hearing is scheduled in October with the PA Labor relations board involving the patrolmen. Councilwoman Bailey expressed that the period would be minimal to prepare someone for the background of these items. Councilwoman Roberts mentioned that Don Musser would be the most reasonable person to attend the mediation with the police department. A motion was made by Interim President Sauers to appoint Donald Musser to the vacant Mayor position with a term ending year of 2025, seconded by Councilwoman Bailey, and approved by all. Donald Musser resigned as council member, which Council needs to fill that position by September 5, 2024. Councilwoman Roberts questioned whether the council vacancy would need to be advertised. The Solicitor stated that there are no requirements to advertise the vacancy, and that council could appoint someone to the vacancy at the September 3, 2024, council meeting, within the 30-day period.

PREVIOUS MEETING MINUTES:

A motion was made by Councilman Bingaman to approve the Council minutes of July 1, 2024, seconded by Councilwoman Roberts, and approved by all.

VISITORS:

Audit – Courtney Solomon with Herring Roll & Solomon, PC presented the 2023 Financial Audit of the modified cash basis financial statements of the governmental activities, the business-type activities, each major fund and aggregate remaining fund information of the Borough of Shamokin Dam, as of and for the year ended December 31, 2023, to Council. The financial statements referred to above are a fair presentation. General Fund revenue increased approximately \$56,000.00, and expenses were consistent with the prior year except for traffic control devices. Water/Sewer Fund had revenue that balances were slightly less than budgeted, and expenses were higher than expected, future reference to make sure that revenue is enough to cover expenses. Communication required was a management letter: the auditors were here, requested information from management, which was cooperative and did not encounter any conflicts or disagreements. Communication was a letter of significant deficiencies: inadequate segregation of duties over the bookkeeping function is an internal control deficiency. As the Borough is a small local government entity, a staff large enough to provide adequate segregation of duties over the financial reporting system is not practical or affordable. This issue has been evaluated as a significant deficiency that is not considered to be a material weakness. The auditor submitted consideration for the recommendations designed to help improve internal account controls and achieve operational efficiencies: 1. Accounting Policy and Procedures Manual. 2. Updated Authorized Signers on Bank Accounts. Courtney Solomon stated that the Borough accounting is very solid overall in comparison to other municipality audits and council should be thankful that you have Secretary Leitzel, she does a great job.

Courney Solomon left at this time.

OTHER BUSINESS:

Proposed Council Member Pay – Councilwoman Brandt requested that Council discuss a proposed council member and mayor salaries, which would not affect current members, but be available for newly elected members. Solicitor Slivinski explained that compensation would be based on population (Council members-\$1875.00, Mayor-\$2,500.00) and fixed by an ordinance.

Mayor Musser stated that if there was a consensus among the Council, the Solicitor would have time to prepare an ordinance. Councilwoman Roberts disagrees with members being paid. Council tabled the topic until a workshop on August 15, 2024.

Fall Newsletter – Secretary Leitzel would like to mail the newsletter by the end of August.

Ride Along – Councilwoman Brandt went with Police Chief Bremigen and recommended that each member experience a ride along if possible as a learning curve. During the Mayor’s first term on Council, experienced a ride along with retired Police Chief Lockcuff.

OPEN BUSINESS:

Fire Company, Lease – Nothing to report.

Flood Mitigation – Nothing to report.

MAYORS REPORT:

Mayor Musser reported that the Police Chief has been communicative since the passing of Joeseeph McGranaghan: Discussed the upcoming training which has been approved.

Police Report – Police Chief Bremigen presented the July police report.

Councilwoman Bailey requested information on the prior month’s police report: The department was awarded another Aggressive Driver grant that will run from 7/8-8/18. As a result of a directive stemming from arbitral issues, Officer Hassenplug and Shipman will no longer be working on any Highway Safety or DUI grant. Furthermore, they will not be continuing any further drug enforcement efforts with the resources of the Attorney General Office. I sincerely hope this issue is resolved if possible. Mayor Musser stated that in the patrolman contract it would be an officer’s election, compensatory time may be accumulated in lieu of the payment of overtime, however the grant work does not permit granting compensating time off, will only reimburse overtime rate.

MANAGERS REPORT:

CSVT 8th Avenue Traffic Signal & PENNDOT Green Light Go Grant – The Borough applied for a PENNDOT Green Light Go grant, which was approved by PENNDOT on July 26th. The final scheduled award amount is \$332,944.80 and will coordinate directly with the department to complete the project.

ARPA Account Funding Summary – The Borough received ARPA funds in the amount of \$179,130.26 and has been spent Truck-\$86,352.00, Server-\$12,292.37, police cameras and license plate readers-\$28,993.22, police vehicle-\$47,210.00, police vehicle equipment-\$12,558.97 and the remaining amount of the funding was paid through the Cares Act fund in the amount of \$8,276.30. The Cares Act Fund has a balance in the amount of \$954.48.

2023 ESCRA Sewer Flow Summary (Credit/Deficit Computation) – The yearly flow summary calculations were sent to ESCRA, in 2023 we had a deficit of \$3,081.00, and over the last four years the average was \$8,338.00.

Elevator Inspection – The three-year required pressure testing will be done August 14, 2024, at a cost of \$750.00, the elevator gets general type inspection and maintenance on a regular basis.

2025 Budget – Manager Hovenstine started the preliminary work on the 2025 budgets.

Insurance Renewal – EMC Liability Insurance renewed in the amount of \$41,765.00 and the AmTrust Workers Compensation Insurance renewed in the amount of \$31,232.00.

STREET BID:

2024 Street Project Bids – Bids were received and opened today for the 2024 Streets Project:

New Enterprise Stone & Lime	\$129,532.50
Rite-Way Sealing	\$149,558.60
Meckley's Limestone Products	\$151,380.00
Big Rock Paving LLC	\$175,866.00
HRI Inc.	\$180,493.00
Fairchild Bros. Inc.	\$195,210.50
Mid-State Paving	\$201,341.50

A motion was made by Councilwoman Bailey to award the bid for the 2024 Streets Project to the low bidder, New Enterprise Stone & Lime with a bid of \$129,532.50, seconded by Councilman Bingaman, and approved by all.

Copier Replacement – The current five-year lease contract expires in November. Manager Hovenstine recommended purchasing the next unit with a monthly service agreement. The Costar purchase pricing would be \$5,895.00 with additional \$185.00 per month for a 60-month service agreement that includes all service and supplies except paper and staples. A motion was made by Councilman Bingaman to purchase the copier in the amount of \$5,895.00 with a monthly fee of \$185.00 for sixty months, seconded by Councilwoman Brandt, and approved by all.

Promote Brian Corrigan to full time employee status – A motion was made by Councilwoman Roberts to hire Brian Corrigan to full time position beginning August 12, 2024, at an hourly rate of \$21.00 per hour/forty hours per week, seconded by Councilwoman Bailey, and approved by all.

Investments – There are two CD's coming due in September, General Fund in the amount of \$150,000.00 and Water/Sewer Fund in the amount of \$150,000.00.

SOLICITOR REPORT:

Solicitor Slivinski had no report at this time.

PLANNING COMMISSION:

A Planning Commission meeting will not be held in August.

REPORT OF COMMITTEES:

Personnel Committee – Councilwoman Bailey reported that Council had requested that the committee revisit sick time as a possible reduction, the Manager requested time to get more information of the short term and long-term disability policies, the personnel committee will meet, and present the updates for the Non-Uniform Employee Handbook at the September Council meeting.

Recreation Committee – Councilman Bingaman reported that the committee is researching grants to help with the equipment pricing. Councilwoman Bailey questioned the Police Chief which playgrounds get used the most, while on patrol. The Police Chief answered that Jack Treas Park is used the most, because of weekend rentals and basketball court, Attig Park is used by the neighborhood children, and Weller Field is used less frequent. The Mayor stated that adding additional parking at Weller Field will allow better access to the park. Manager Hovenstine stated that the dog park gets used on a regular basis. Councilman Bingaman inquired about the investment into the dog park. The Manager stated that largest investment was the fencing. Councilman Bingaman questioned whether there would be a location on the Old Trail to have a dog park.

PAYMENT OF BILLS:

General Fund bills in the amount of \$38,748.44, Water and Sewer Fund bills in the amount of \$16,280.87, 111 W 11th Avenue Fund in the amount of \$2,147.97, Fire Protection Fund in the amount of \$1,800.00, and PLGIT Recreation Fund in the amount of \$750.40, were presented for payment. A motion was made by Councilman Bingaman to approve payment of the bills as presented, seconded by Councilwoman Brandt, and approved by all.

ADJOURNMENT:

The meeting was adjourned at 8:05 PM.

Respectfully submitted,

LaDawn D. Leitzel
Borough Secretary