

MILTON BOROUGH COUNCIL MEETING

September 10, 2014

The meeting was called to order with the following Councilpersons in attendance: Mr. Farr, Mr. Budman, Mr. Keiser, Mr. Shearer, Mrs. Meckley, Mr. Cyphers, Mr. Swartz, and Mr. Walker. Also in attendance were Mr. Beck, Mr. Benion, Doug Diehl, Officer Zettlemyer, Officer Lehman and Shelly Wood. Mr. Specht and Mayor Nelson were absent.

Minutes: On motion of Mr. Walker, seconded by Mr. Cyphers and carried, Council approved the minutes from the August 27, 2014 Council meeting.

Report of the Borough Manager: Mr. Beck reported that the Borough's current Vacancy Board structure is not compliant with the new Pennsylvania Borough Code. Under the Pa. Borough Code, the Board shall consist of the Borough Council, exclusive of the Mayor, and one registered elector of the Borough who shall be appointed by the council at the Council's first meeting each calendar year or as soon thereafter as practical, and who shall act as Chair of the Vacancy Board. The Board shall appoint a registered elector of the borough, or ward in the case of a ward office, to hold the office.

Mr. Beck spoke with Jim Callenberger and he is willing to accept the Vacancy Board Chairman position if Council appoints him. If appointed as Chairman, Jim would like to schedule a meetings beginning at 5:30 P:M, September 24, 2014 to meet with the two people that are interested in the position in order to be able to make an appointment at the regularly scheduled Council meeting at 7:00 P:M.

On September 2, 2014, Mr. Beck received notification from Trey Toland that effective immediately, he was exercising his option of early retirement. Mr. Beck has forwarded the required information to the applicable pension plan and paid Mr. Toland for his accumulated leave.

As Council is aware, the Civil Service Commission is currently in the process of testing for new hires and promotions within the police department. Upon reviewing the Civil Service rules and regulations, it became apparent that our current job descriptions for the Corporal and for the Sergeant positions do not match the Civil Service requirements. Therefore, Mr. Beck asked Council to approve the following changes to the Sergeant job description, to read:

- (1) Must have completed at least five years experience within the police department.
(currently it is 3yrs.)
- (2) Must reside within 20 air miles of the Borough of Milton. (currently it is 15 minutes Driving time)

And the following changes to the Corporals job description, to read:

- (1) Must have completed at least two years experience as a police officer within the police department. (currently it is 3yrs.)

(2) Must reside within 20 air miles of the Borough of Milton. (currently it is 15 minutes Driving time)

Next, Mr. Beck stated that he has received notification from SEDA-COG that the Borough's 2014 CDBG allocation is \$106,004.00. This represents a \$2,215.00 increase over the 2013 allocation.

The following dates are for the revised 2017 Streetscape Project schedule, for Phase one: December 22, 2014 to April 4, 2015, will be advertising, reviewing and awarding the bid, and reviewing and approving material submittals. The construction dates are from April 5, 2015 to October 19, 2015.

Mr. Beck informed Council that the tour of the MRSA Facility has been rescheduled from September 18, 2014 to October 16, 2014 following the regular MRSA meeting which begins at 8:00 A.M. President Budman asked Mr. Beck to ask the MRSA Board to consider changing their meeting dates to a time that is more available to those that work during the day.

Report of the Mayor: Mayor Nelson was absent.

Report of the President of Council: President Budman had no report.

Report of the Chief of Police: Chief Zettlemoyer reported that there have been numerous garage break-ins within the Borough and he urged all residents to keep their homes and buildings/garages locked at all times. Chief also reported that he met with the Civil Service Commission to discuss the upcoming testing process and he stated that Charles Sykes will be a good addition to the Committee.

Report of the Fire Chief: Sam Shaffer reported the number of fire responses by both the Fire Department and ambulance. He also stated that he applied for and received a grant in the amount of \$25,000.00 specific to debt reduction.

Public Comments: Cindy Fawess thanked Mr. Beck for assisting her with the Borough's website.

Highways and Protection to Persons and Property: No report.

General Government and Recreation

- A. On motion of Mrs. Meckley, seconded by Mr. Farr and carried, Council approved a Subdivision Plan for Tom Bender as outlined and presented by Doug Diehl on behalf of Nathan Gearhart.
- B. On motion of Mrs. Meckley, seconded by Mr. Farr and carried, Council approved the proposed changes to the Supervisory Job Descriptions within the Police Department to mirror the Civil Service Regulations as outlined by Mr. Beck in his Manager's Report.
- C. On motion of Mr. Walker, seconded by Mrs. Meckley and carried, Council voted to forward the Fourth Ward Council person vacancy to the Vacancy Board.

Finance, Health and Sanitation

- A. On motion of Mr. Shearer, seconded by Mr. Cyphers and carried, Council approved paying the bills from General Fund, Reserve, Payroll, Community Pool and Cemetery accounts in the amount of \$129,009.23.

There being no further business, on motion of Mrs. Meckley, seconded by Mr. Farr, Council adjourned at 7:27 p.m.

Respectfully Submitted:

Shelly Sandstrom
Borough Secretary/Treasurer