

MILTON BOROUGH COUNCIL MEETING

September 14, 2016

The meeting was called to order with the following Councilpersons in attendance: Mr. Specht, Mr. Cyphers, Mr. Budman, Mr. Keiser, Mr. Shearer, Ms. Fawess, Mrs. Meckley, Mr. Farr, Mr. Walker, and Mr. Swartz. Also in attendance were Mr. Beck, Attorney Benion, Sam Shaffer, Doug Diehl, and Shelly Sandstrom. Mayor Nelson was absent.

Minutes: On motion of Mr. Cyphers, seconded by Mr. Shearer and carried, Council approved the minutes from the August 24, 2016 Council meeting.

Report of the Borough Manager: Mr. Beck reported that the streetlight standard at the corner of Broadway and Bound Avenue that was damaged has been replaced.

Next, he stated that he met with the engineer concerning the funding issue with the Front Street Phase of the 2017 Streetscape Project. They discussed several options as to how we can move forward with the project while staying within the financial restraints. Once we have a plan Mr. Beck will present it for Council's consideration.

He has received notification that the monitoring review has been completed using the KMPG DCED-Specific Monitoring Survey Tool, for CDBG Funds for years 2006 through 2009. These funds were expended for the renovations of Brown Avenue Park. There were no findings and no further action is required by the Borough.

Approximately one year ago Council authorized Mr. Beck to proceed with assisting Weis Markets in obtaining a RACP Grant, in the amount of One Million Dollars, to be utilized for the upgrade of their facility on Industrial Park Road. One of the stipulations of the Grant was the Municipality must be the recipient of the funds. The Grant was awarded and we have received \$975,000.00 which was deposited in the Reserve Account and a Borough check in the amount of \$975,000.00 was forwarded to the Weis Market Representative. The remaining \$25,000.00 will be sent to the Borough upon completion of the close-out audit these monies will also be forwarded to Weis Markets.

Mr. Beck informed Council that the MMO for the Police Pension for 2017 is \$210,136.00; the MMO for the Defined Benefit Pension for 2017 is \$121,785.00; and the MMO for the Defined Contribution Pension for 2017 is \$32,448.00. The Defined Benefit Pension and the Defined Contribution Pension include employees from both the Borough and MRSA. These pensions are funded through Act #205 funds, Borough General Funds, and MRSA General Funds. Mr. Beck asked that Council approve the 2017 MMO's. On motion of Mr. Walker, seconded by Mr. Farr and carried, Council approved the MMO's as presented.

At the August 24, 2016 Council meeting, Mr. Beck informed Council that he was still working on the MRSA Pension roll-over and would report to Council when it was completed. He has been in contact with our Pension Actuary's and our Solicitor, currently we are reviewing the final outline and once we are in agreement Mr. Beck will send it to the MRSA for their review. Once they agree, he will have Randy Rhoades draft a resolution or Memorandum of Understanding for both the Borough and the MRSA to sign.

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 the first weekend of Harvest Festival events went well within the Borough. The next meeting for the Trail of Treats will be on September 22nd at 1:00 p.m. if anyone from Council would like to participate.

Report of the Public Works Director: Sam Shaffer reported that the Department continues to work on paving. The business district and state routes have been swept. They have removed three dead trees at the pool parking lot and grass cutting is ongoing.

Report of the Fire Chief: Joe Lupo reported that the Fire Department met with maintenance personnel at Leer to identify hazardous areas and were provided with maps of the building. They also participated in a 34 mile walk in remembrance of 911 and the firefighters that were lost to this tragedy. There have been 21 calls since the last meeting.

Public Comments: There were no public comments.

Highways and Protection to Persons and Property:

- A. On motion of Mr. Swartz, seconded by Mrs. Meckley and carried, Council adopted Resolution #16-05 for a Handicapped Parking Space at 225 Park Avenue.

General Government and Recreation:

- A. On motion of Mr. Walker, seconded by Mr. Specht and carried, Council approved revisions to the Community Rating System (CRS). A list of revisions approved is attached to these minutes.

Council, President Budman, and Mr. Beck commended Doug Diehl for the significant time and effort he put in this project.

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, Liquid Fuels, and Cemetery accounts in the amount of \$1,200,727.79 (this amount is significantly high because it includes the RACP Grant funds as outlined in Mr. Beck's Borough Manager Report).

There being no further business, on motion of Mr. Cyphers, seconded by Mr. Walker and carried, Council adjourned at 7:23p.m.

Respectfully Submitted:



Shelly Sandstrom
Borough Secretary/Treasurer

REQUEST OF APPROVAL to be made by the MILTON BOROUGH COUNCIL

The Summary of the documentation that has been submitted to the ISO CRS SPECIALIST for approval as an overall rating of 7 or better and specifically the following:

Contents of the binder

200	Procedures
210	Requesting CRS Credit.....
220	Credit Calculation
230	Verification
240	CRS Community Self Assessment.....
300	Public Information Activities.....
310	Elevation Certificates
320	Map Information Service
330	Outreach Projects
340	Hazard Disclosure.....
350	Flood Protection Information.....
360	Flood Protection Assistance.....
370	Flood Insurance Promotion
400	Mapping and Regulations
410	Floodplain Mapping.....
420	Open Space Preservation
430	Higher Regulatory Standards
440	Flood Data Maintenance.....
450	Stormwater Management
500	Flood Damage Reduction Activities.....
510	Floodplain Management Planning
520	Acquisition and Relocation
530	Flood Protection.....
540	Drainage System Maintenance
600	Warning and Response
610	Flood Warning and Response
620	Levees
630	Dams
700	Community Classification Calculations
710	County Growth Adjustment.....
720	Community Total Points

Specific area of council approval # 1

Well informed people make better decisions and they take steps to protect themselves from flooding by retrofitting their homes, buying flood insurance, and planning the action they will take during the next flood. They are also more likely to support local floodplain management efforts and measures to protect the natural functions of their community's floodplain.

There is a seven step process for developing a program for public information (PPI).

A.) Establish a PPI Committee. We have named it the "CRS Review Committee".

The CRS Review Committee is made up of 7 members. The Borough Floodplain Manager (Code Enf. Officer), a representative from a lending institution in the Borough, a representative from an insurance agency in the Borough, a representative from a Law Office in the Borough, a representative from a Real Estate Agency, a resident who represents ward 4 on the Borough Council, and a retired resident.

- B.) Access the Community's Public Information needs. Each member has been effected by flooding either personally or within the business they represent. Hurricane Ivan in 2004, Irene and Lee in 2011 are the most recent flooding events in the Borough which most people have knowledge of, so using those examples the Committee reviewed the Floodplain Manager's list of proposed outreach projects and messages along with the information that is already sent out.
- C.) Formulate Messages. The Committee reviewed the Floodplain Manager's list of proposed outreach projects and messages and changed or added anything they felt needed to be done. That includes the 6 priority CRS messages.
- D.) Identify the outreach projects to convey the messages. The Committee matched the messages to the proposed outreach projects and changed or added anything they felt needed to be done.
- E.) Examine other Public Information Initiatives. The committee reviewed the other CRS Activity information as listed for additional messages and outreach projects.
- F.) Prepare the PPI Document. The committee was given the formal written document to approve on August 18, 2016. They approved the documents. There were some items that had to be added so there was a second meeting on September 01, 2016 to approve the amended documents. The documents were approved and will be presented to Borough Council for approval on September 14, 2016.
- G.) Implement, monitor and evaluate the Program. The floodplain Manager has already started to implement the Program and will monitor and evaluate it. The Committee has done a great job and has recommended a lot of different ways to deliver the information. The Borough website will be populated with a lot of information in the near future and the Public Library will have some new information put on its shelves too.

Specific area of council approval # 2

- A.) The CRS Activity # 512a Annual Progress Report on Implementation of the Northumberland County Hazard Mitigation Plan action points. I pulled together all of the Emergency Operations Plan Section Chiefs, the Mayor, the Borough Manager, the NC Dept. of Public Safety, the NC Planning Director, and myself, as the CRS Hazard Mitigation Plan Review Committee. The committee reviewed my response on the action points. Please approve the action point response. See the attached committee meeting minutes.

Specific area of council approval # 3

- A.) The Milton Borough Emergency Operations Plan was approved by resolution 16-02 on the 10th of February 2016. For CRS re-certification purposes, I have added additional documentation and mapping to the existing Emergency Operations Plan for clarification for CRS credits towards our goal. The following was added:

1. Dam failure flood inundation mapping on our GIS System,
2. Projected Velocity and arrival times for dam failure flooding,
3. The distances of the dams to Milton.
4. Critical Facilities within the Borough and their Emergency Flooding Plans
5. A Dam Failure Emergency Warning and Response plan.
6. A Dam Failure Threat Recognition System.
7. A Flood Threat Recognition Recognition System.
8. A Flood Emergency Warning and Response Plan.

Specific area of council approval # 4

- A.) The rest of the contents of the binder.

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