

Monthly Meeting of
Summerhill Borough Council
November 8, 2022

Call to order

The regular monthly meeting of Summerhill Borough Council was held at 7:00 PM on Tuesday, November 8, 2022. Council President Becky Templeton called the meeting to order at 7:04pm, and Pledge of Allegiance by all.

Council Members present

President, Becky Templeton, Vice-President, Russell Jones, Danielle Ritchey, Joni Trovato, Brad Bodenschatz, Matt Penatzer, Ray Penatzer and Mayor Eric Miller

Others present: Karmen Baumgardner, Tax Collector/Electric Secretary/Treasurer, Janice Anderson Secretary

Council Members not in attendance

n/a

Visitors

Brianna of Mainline Newspaper
Sam Wolfe – AMP

At 6:00 pm council members met with Sam Wolfe from AMP (prior to the regularly scheduled meeting). Introductions to a few of the council members that have not already met Sam. Sam recapped a few topics from back in June (2022), but the high-level topics were:

- Solar Power: We would need an ordinance and amend the contract. If we were to incorporate Solar, we could get a “Renewable Energy Credit.
- New / replacing meters – AMP Can (help) Finance (10 years). \$12k maintenance fee: Annually. With new/advanced meters has benefits in technology and positions us for the future (vehicle charging). Additionally, meters will “Read Every hour”, therefore allowing us to monitor & develop rates and/or “restrict use in peak & off peak and/or charge 2 spate rates (house & car or peak & off peak). At this time (in current contract), we cannot now do this, but the contract expires in a few years.
- AMP is looking into ways to include ALL AMP members so AMP may possibly be able to finance 50% of the funding (AMP to have more info on this in a week) Funding would require a 10-year commitment. Eric Miller asked if we (Summerhill boro) were to acquire/use other or additional funding or grants, would that negate any finding from AMP. – SAM to GET an answer and let us know.
- With AMP’s Tech Services, we could have an “in-house” (or closely local)electrical contractor, if AMP could get enough Member buy-in/interest. OR AMP can supply a person to help us build/write an RFP for local electrical contractors.
- Sam (briefly) reviewed a list of all services provided by AMP.
- Sam reviewed the charts/graphs for Summerhill’s current statuses. (\$33 megawatt hours, or .03 cents – good till 2025.
- Discussed the potential (or lack thereof) of a Diesel Engine site. Per Sam, there is no additional benefit (other than what we currently have), but if power goes out, we’d have the generator to support the load. Approx \$400k for Diesel Generator. Based on council response, this does not seem viable (at this time) due to property issues (mostly).
- Becky recalled Summerhill’s current costs for AMP transmission fees (as well as capacity and ancillary services.
- Karmen asked if the new meters would work with her current computer and system(Red Line). Per Sam, the meters will transmit to a server (in Columbus) and Karmen will be able to “PORTAL” to communicate and download data from that server to her billing system.
- AMP Meeting concluded at exactly 7pm.

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Approval of minutes

There were a few corrections mentioned regarding the October 11, 2022, regular meeting minutes. Janice made corrections to the minutes. Russ Jones moved to approve the minutes and Joni Trovato seconded the motion. Motion was unanimously approved.

Approval of financial statements

Per Danielle Ritchey, she is still in the process of getting separate electric and liquid fuels accounts. Wessel is working on it, but what was prepared and presented is very close to the "Old System". Ray Penatzer made the motion to approve the financial statement and either Matt Penatzer, seconded that motion, the motion carried

Approval of payment of bills

The payment of bills was \$3,693.98 from the General Account for about 18 or 19 items. With the Electric account, there were about 5 items in the amount of \$39,975.56 for a total of \$43,672.54 in Bills paid. (There was a \$214.08 reimbursement for resident deposit (moved out)). Russ Jones made the motion to accept the payment of bills and Danielle Ritchey seconded the motion. All were in favor and the motion carried.

Fund Transfers

No fund transfers -n/a

Budgets

SEE LAST (entire budget reviewed at the end of the meeting). See notes after "committee updates" below.

Correspondence

- Forest Hills Municipal Authority – n/a.
- Laurel Municipal Inspection Agency - only 2 permits applied & approved
- Forest Hills Regional Alliance – nothing – n/a
- Croyle Township Police Report – per Eric, nothing "crazy". Review at your leisure.

Old Business

- Delinquent Light Accounts – Karmen sent out four (4) certified (bills/letters) last month. Both 2260 & 2850 contacted Karmen about paying at the bank. Karmen will check with the bank. Account 1190 house is up for sale, their account is past due.
- Codification – per Janice, the (Likely) final shredding will take place on 11/23/22. If future shredding is needed, it is likely it would not be enough to Hire "Shred America", so a trip up to UPS (in Ebensburg) or simply using the in-house shredder will work. In addition, approximately 2/3 of Ordinances and Resolutions have been identified, logged (into a database), scanned and linked (database to PDF).
- Code Violations – n/a no updates
- **Wessel & Company – Danielle, still working with Wessel and will keep pushing them to separate Unemployment (PSAB)**
- September 11 National Memorial Trail Alliance – . Becky and council members feel this organization (initiative) is going to do what they want, and any communication at this point is only to "Appease" us. All agreed that the only thing we are truly in on is the signs.
- Ehrenfeld Boro Intergovernmental Agreement – discussed the several areas of assistance/aid that Ehrenfeld is looking for. With regard to "snow plowing/removal, council felt Luke might be "Stretched Thin" on a very bad snow day. But all felt we could figure things out with both Luke's time and the issue of using "EITHER" ours or their equipment. A big part of the conversation was:

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- o Do we charge Ehrenfeld a hourly or flat rate for Luke's time –
- o Will need to factor in Insurance (both Luke's health Ins & our Workers Compensation). Ehrenfeld is likely to accept what we propose, as they truly need the help.
- o Do we write up our own proposal, create an intergovernmental agreement, or get attorney's involved? All thought we should write up our own agreement, but Becky said we need to be sure if Luke is diving/using one of Ehrenfeld's trucks or pieces of equipment, that he is insured (need to get a copy of Ehrenfeld's insurance).
- o All agreed to charge Ehrenfeld \$16/hour for Luke and \$10/hour for Summer worker/general Laborer.
- o All council members were in consensus for an intergovernmental agreement, Russ, Brad, Ray and Eric will get together to write up the details. (Ehrenfeld meetings are the 1st Wednesday of the Month at 6pm)
- Chicken ordinance – POSTED PONED until found.
- Solicitor and Accountant – Eric sent out letters. Attorney Persio called Eric to inform us he cannot apply, but C.J. Webb is available. The council will wait till the December meeting to see what other responses we receive and make a decision then.
- GBU Annuities- Pin Till another meeting.
- AMP/PMEA/Electric Ordinance Review & Resident Letter – Becky to put in Newsletter
- Act 57 Ordinance Adoption – Karmen provided Janice with the Proof of Publish that was received in the mail. Danielle made a motion to adopt Ordinance 2022-11 (Act 57) and Russ seconded the motion. Motion carried
- Document Review, File, or Destroy –As mentioned above (in codification), final shredding in November (any more shredding, will be done in house). Janice will need to provide the council with a Standard for Filing. This filing system (electronic and hard copy) will/could/should FOLLOW the Municipalities guidelines.
- Silt/Rt 53 Bridge – Conservation Dept did not yet get back to Russ, and nothing from PennDot. Russ will reach out.

New Business

Although there was no "official" NEW BUSINESS listed on the agenda, the following topics were discussed:

1. AMP New/Advanced Meters: More discussion on the new/advanced meters. We need to wait for Sam Wolfe's timeline, but we need to make a motion to get the ball rolling – we will need a formal committee so Sam can guide us. All agreed it is a lot of money, but in the grand scheme of things, it will be beneficial. Will need to have more discussions among the council and AMP . Also, do we (Brad B.) install or do we hire contractors (RFBs?)- All is likely a year out, but we need to be prepared. Should boro do a fund transfer, or invest to help with funding project? We can charge residents an extra fee per month (in lieu of investment or savings) by adding a line item on the bill as "Meter Fee". Becky Will need to put this in the newsletter. Brad made the motion to move forward with AMP to install the new/advanced meter project. The motion was seconded by Matt. All approved – motion carried
2. Ed Dierling update from last meeting's request– Summerhill Boro does not need to do anything – they are still Digging/Jack Hammering.
3. Janice's computer and the internet – Russ voiced concerns about "Losing" data, documents and suggested a "back up box" of sorts. All discussed and felt that using a "CLOUD" service would be best (whether google, one cloud, etc.) Janice reiterated that the internet connection improved once she moved the modem from the floor of the closet to a higher shelf. (Although Brad and Matt offered other suggestions that should not continue to work(ie: router in office or ethernet cable)). Danielle also reiterated how "SLOW" Janice's laptop is, so it was suggested that Janice reach out again to utilize the services of Associated Office to look at/check laptop for peak performance and/or other issues AND to get more information on cloud services. Danielle made the motion to approve using the services of Associated office to get Janice's Laptop secure and prepared for electronic filing, Russ seconded the motion. All were in Favor – motion carried.

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Committee Head Updates

- **Electric Secretary (Karmen)** n/a – no further updates other than previously discussed.
- **Streets (Russ)** –Park has been “Winterized”, but sadly vandalism continues. Bathrooms and tables were trashed as well as something was thrown against the scoreboard. The option of purchasing/installing camera or motion detecting lights was discussed but didn’t seem like a viable solution. All suggested simply call 911 and Croyle twp should be dispatched. Additionally, Russ let council know that cables have been placed across the “Compost” area. At this time, some people are STILL dropping stuff off. Russ also reiterated about speeding vehicles.
- **Codification (Danielle)** – See above (old business)
- **Electric (Joni/Brad)** –n/a .
- **Parks & Recreation (Joni)** –Nothing more to add to Russ’s update (in streets).
- **Budget (Becky)** –Becky provided members with a copy of the tentative budget to review:
 - Liquid Fuels: added crack sealer material and patching materials for a total of \$8k and \$14k expensed. There is a \$750k surplus. Becky moved to adopt the liquid Fuels budget and Joni seconded the motion – motion passed.
 - Electric: The electric budget was based on info/projections from Sam Wolfe (AMP)Adjusted (\$800 for forms & supplies per Karmen, and upping the fuel \$1k for trips to perform electrical work. Changing act 47401 and putting more in infrastructure from \$22k to \$50k. There is now a \$0 balance after all adjustments discussed. Joni moved to approve the electric budget and Danielle seconded the motion – motion passed unanimously
 - General Budget: Account 34210 : Money Market was approved to be closed. Matt made the motion and Brad seconded the motion. Motion carried. Becky will contact bank/money market people to begin closure.
 - Cares Fund: Agree to keep this account/line item open (as we don’t know (YET) if more funds will be issued from government, pandemic, etc. Becky to check on a potential “Minimum balance’ in order to keep the account open without fees.
 - Tax Collection: Discussed Karmen pay rate/percentage for tax collection job. Eric feels we could/should raise it, if she is not (YET) at the top percentage. Karmen to find out if she can get higher than 7%
 - SWIF (Sta Workers Ins. Fund) – Becky suggested we set up a meeting with our agency FWF to review our policies, as she feels the Boro is “Over Insured”
 - Employee Health Insurance: Budget \$5k but reiterated (as in last month's meeting) we should have Luke pay 10% of the health care cost. But a decision is needed tonight, as the insurance would kick in on Jan.01 of 2023. More discussion was held on the Amount Luke would be responsible for, i.e.: 75/25, 80/20, 90/10???? Upped the amount in line item to \$5,500 and Matt made a motion to opt for the 80/20 split in costs for Luke’s health care, and Brad seconded the motion – Motion carried. (will use the same ratio for eye and dental)
 - Garbage Collection: Eric will talk to Dan Graft about dumping (grass/weeds/clippings) elsewhere.
 - Highway maintenance: Bumped this budget to \$12k due to keeping Luke (full time) and LIKELY needing to have three (3) laborers/summer workers. (acct 41350.1)
 - Due to all discussions, budget increases or reductions and other changes, there is a \$0 budget: \$274,671 income and \$274,671 expenses. Danielle made a motion to approve the 2023 Budget, and Russ seconded the motion. Motion carried. The budget is officially now “PENDING” (meaning: done for this meeting, and council members will VOTE again at the December meeting to formally finalize the 2023 budget.) Janice to POST full copies at the Boro building for any residents to review.

Russ moved to adjourn the meeting and Matt seconded the motion. The November meeting was officially adjourned at 9:59 pm.

President

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Mayor

Secretary/Treasurer

Date Assigned	Who	Task/Action Item	status
9/13/22	911 Trails	Jeff is to supply a list of supposed maintenance duties/tasks/requirements and the related costs	Not received
9/13/22	Joni	Will need to draft a new ordinance and review at the next meeting (electric????)	NOT SURE
9/13/22	Brad	Brad to talk to Barclay about what we currently pay	NOT SURE
10/11/22	ALL	GBU Annuities- Will wait for new 2023 Budget to discuss and possibly recommend moving funds then	
10/11/22	Becky	Becky will put Dump Site information in the up-coming Newsletter - Becky to mention resident's responsibilities to the park and the curfew in the upcoming newsletter	2023
11/11/22	AMP	AMP is looking into ways to include ALL AMP members so AMP may possibly be able to finance 50% of the funding (AMP to have more info on this in a week)	Amp notified as Yes from us
11/11/22	AMP	Eric Miller asked if we (Summerhill Oro) were to acquire/use other or additional funding or grants, would that negate any finding from AMP. – SAM to GET an answer and let us know.	
11/11/22	Becky	need to get a copy of Ehrenfeld's insurance (intergovernmental agree)	request sent to Judy
11/22/22	Russ, Brad, Ray, Eric	Russ, Brad, Ray and Eric will get together to write up the details for intergovernmental agreement	Drafted and being reviewed
11/22/22	Becky	Contact bank(s) about money Market (close) & Cares accounts (\$0 bal / fees?)	Will have at Meeting
11/22/22	Karmen	Pay rate percentage "CAP" for tax collection ? Surpass?	
11/22/22	Becky	Set up a meeting w/ Insurance carrier and/or agent - review all accounts (over insured?)	2023
11/22/22	Janice	Janice to POST full copies at boro building for any residents to review	
11/22/22	Elec Com	SET UP A "Formal Committee" for the AMP Advanced meters project	