

**Summerhill Borough Council**  
**Monthly Meeting Minutes**  
**August 9, 2022**

**Call to order**

The regular monthly meeting of Summerhill Borough Council was held at 7:00 PM on Tuesday, August 9, 2022. Council President Becky Templeton called the meeting to order at 7:02pm.

**Council Members present**

President, Becky Templeton, Vice-President, Russell Jones, Joni Trovato, Danielle Ritchey, Brad Bodenschatz, and via Zoom Matt Penatzer

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

**Council Members not in attendance**

Ray Penatzer and Mayor Eric Miller

**Visitors**

Resident Jake Ritchey proposed that we amend the chicken ordinance from 4 laying hens per residential lot to 8 laying hens per residential lot. He stated that it has been 3 years, with no negative effects. It was decided that council would review this ordinance at the next council meeting.

**Approval of minutes**

The July 12, 2022, regular meeting minutes were approved by a motion from Russell Jones, seconded by Brad Bodenschatz, motion was unanimously approved.

**Approval of financial statements**

The financial statements from the July meeting were approved by a motion from Brad Bodenschatz, seconded by Danielle Ritchey, motion was unanimously approved. The revised financial statements from June were approved by a motion from Joni Trovato, seconded by Russell Jones, motion was unanimously approved.

**Approval of payment of bills**

The payment of the bills (July 12 – August 9, 2022) of \$9,781.70 from the General account and \$2,160.84 from the Electric account (which includes \$1,091.11 not listed) were approved by a motion from Russell Jones, seconded by Brad Bodenschatz,, motion was unanimously approved.

**Fund Transfers**

No fund transfers were needed.

## Budgets

All budgets are currently at 58.3%.

## Correspondence

- Forest Hills Municipal Authority – no information pertaining to us on their minutes.
- Laurel Municipal Inspection Agency – nothing
- Forest Hills Regional Alliance – nothing – no meeting
- Croyle Township Police Report – 11 incidents reported in July.
- AMP – Solar Project – 15-year agreement – Resolution 5 of 2022 was approved by a motion Russell Jones, seconded by Brad Bodenschatz, motion was unanimously approved. Becky will get information from Sam Wolfe to complete the document.
- GBU Annuities – they have other municipalities and businesses that participate. They have many options. The only concern is they are not FDIC insured. Everyone should review the documents for discussion at the next meeting.
  - MYGA Multiyear- 1 time add of money, funds grow, tax differed, 10% fee free withdrawal (locked rate for duration) 2, 3, 4, or 5 year
  - Under \$100,000 3%, 3.35%, 3.55%, 4%
  - Over \$100,000 3.1%, 3.6%, 3.75%, 4.2%
  - Traditional Annuities 5 or 8 years- Add money as the annuity matures
  - 1st year 4%, 2.85% remaining years
  - 4.15% (fixed), 3.35% (variable) years 2-8

## Old business

- Delinquent Light Accounts – there are 13 delinquent accounts as of August 9, 2022. 7 certified letters were sent last month.
- Codification – Danielle Ritchey continues to work on this.
- Code Violations – Advised codes to look at 204 Mill Street for building permit. No update
  - Grass/Weed/Tree violations – Willow, Croyle/Mill, and Jackson Streets
  - Garbage – Jackson Street
- DCNR Grant: Freedom Park – no update
- Payton McGough Gold Award Project – All American Athletes is to paint the lines on August 16<sup>th</sup>, weather permitting.
- Secretary/Treasurer Position – Advertisements, Candidates, Transition -3 candidates were interview on July 25, 2022.
- Wessel and Company – Marissa from Wessel's was pulled off our project to help with quarterly tax returns. She will return to working on our QuickBooks transition and is in the process of uploading past histories. Becky asked for time frames and suggestions on processing payrolls for this next cycle.
- September 11 National memorial trail alliance letter – Becky spoke to another gentleman regarding the trail support letter. PennDOT letter is to allow for the right of way for the signs only. They will pay for the signs, and we would need to pay for posts. They are in the process

of trying to figure out how they will bring the trail down. This gentleman will be coming in at some point for a meeting.

- AMP Meeting Recap – Meters, Acquisition Price, Future Projects – nothing new to report
- Laura Appreciation Dinner – Morris’s Tavern, Wednesday, August 10 at 6:30 PM.
- Tax Reimbursement Firemen – Danielle only has their hours – Karmen will give Danielle the tax information so she can get the checks out.
- 2022 PMEA Annual Conference to be held September 7-9, 2022, Penn Stater Hotel & Conference Center, State College. Eric, Brad and Joni will be attending.
- Community Yard Sale/Goodwill Donations 2,596 pounds – check for \$259.60 to the firemen – we are already penciled in for next year.
- Printer/Copier – Doing Better Business – printer has been delivered and installed. They will be sending replacement cartridges.
- Emergency Management Coordinator Resolution was given to Judy Resik in Ehrenfeld Borough.

### New business

- PennDot- Joel Gallagher - They are requesting a 1-hour meeting to discuss bridge, clean out and sidewalks. They will be bringing Project Manager, Consultant, Hwy Manager, and possibly a few other folks. This is based on the 2015 flooding and the 2019 study. They are planning to do repairs and clean out the channel within the Penn Dot right-of-way but will have some limitations and recommendations they need to discuss with borough council. They will be sending dates and times for a proposed meeting. Project won’t happen until 2024. Meeting setup for mid-August, or mid-September. They have some proposals to discuss with us.
- Ehrenfeld Borough Intergovernmental Agreement – Becky and Eric went to Ehrenfeld borough meeting. Proposed agreement for them to discuss.

### Committee Head Updates

- Denny Stofko is retiring, and we need to find a replacement solicitor effective January 1, 2023. South Fork borough recommend Persio’s in Ebensburg.
- **Streets (Russ)** - the fence at the volleyball court has been replaced by Sturdy Mountain. Next week Luke and team are going to mill downtown (Wednesday), uptown (Thursday), then will pave all milled areas. The part-time employees are scheduled to finish their employment at the end of the month. Russ would like to keep them around for a few weeks longer. It was agreed that if the money is there, that would be fine. Luke’s 6-month, full-time probation period ends in September. Do we want to keep him full-time and offer benefits? It was requested for Luke to attend the next meeting to learn of his expectations.
- **Codification (Danielle)** – no updates
- **Electric (Joni/Brad)** – last week’s storms had 3 separate outages. Luke, Brad, Barclay and firemen got everything cleaned up. Streets lights will be done in the next month. No updates on transformers from a different vendor. Brad will call Jesco to get an update. The electric committee will meet separately to discuss, fees, protocols, and the AMP AMI project.

- o **Parks & Recreation (Joni)** – we have 4 upcoming rentals through September. We have collected \$100 for this year so far.
- o **Budget (Becky)** – Prepare now for September/October meetings with your requests.
- o President and Secretary will have access to Berkheimer reports.

A motion to move to executive session was made by Danielle Ritchey and seconded by Russell Jones at 8:13 PM.

A motion to end the executive session and return to the regular meeting was made by Danielle Ritchey and seconded Joni Trovato by at 8:51 PM.

A motion to amend ordinance 2 of 1980 Secretary/Treasurer position was made to change from, the offices of borough secretary and treasurer shall be held by the same person, to, the offices of borough secretary and treasurer may be held by the same person, was made by Danielle Ritchey, seconded by Russell Jones, motion was unanimously approved.

A motion to offer Janice Anderson the secretary position working no more than 20 hours per week at \$15 per hours was made by Danielle Ritchey, seconded by Russell Jones, motion was unanimously approved.

A motion to officially make Karmen Baumgardner Treasurer was made by Russell Jones, seconded by Danielle Ritchey, motion was unanimously approved. Karmen Baumgardner will be paid \$550 per month for the electric secretary position, which includes meter reading, \$200 per month for the treasurer position for a total of \$750/month starting in September which will be paid in her October pay.

A motion to compensate Danielle Ritchey for assuming the duties of Secretary/Treasurer for the months of June, July, and August 2022, for the amount of \$650 per month (the amount normally paid to the secretary/treasurer) was made by Joni Trovato, seconded by Russell Jones, motion was unanimously approved. Let it reflect there were three yeas and one abstention.

A motion was made to adjourn the meeting by Joni Trovato, seconded by Russell Jones, motion was unanimously approved. Meeting adjourned at 9:14 PM.

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**President**

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**Mayor**

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**Secretary/Treasurer**