

Summerhill Borough Council
Monthly Meeting Minutes
July 12, 2022

Call to order

The regular monthly meeting of Summerhill Borough Council was held at 7:00 PM on Tuesday, July 12, 2022. Council President Becky Templeton called the meeting to order at 7:01pm.

Council Members present

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

Others present: Karmen Baumgardner, Tax Collector/Electric Secretary

Council Members not in attendance

Brad Bodenschatz (joined via telephone, briefly), and Matt Penatzer

Visitors

Kristen Baudoux, Mainline Newspaper

Approval of minutes

The June 14, 2022 regular meeting minutes and June 21, 2022 special meeting minutes were approved by a motion from Danielle Ritchey, seconded by Russell Jones, motion was unanimously approved.

Approval of financial statements

The financial statements from the previous meeting were approved by a motion from Joni Trovato, seconded by Danielle Ritchey, motion was unanimously approved.

Approval of payment of bills

The payment of the June bills of \$20,264.07 from the electric and \$2,185.35 from the general accounts were approved by a motion from Ray Penatzer, seconded by Russell Jones, motion was unanimously approved.

Fund Transfers

No fund transfers were needed.

Budgets

All budgets are at 50%.

Correspondence

- Forest Hills Municipal Authority – no information pertaining to us on their minutes.
- Laurel Municipal Inspection Agency – no meeting last month as they didn't have a quorum. There will be a meeting tomorrow.
- Forest Hills Regional Alliance – have not had a meeting. They are trying to get those started back up again.
- Croyle Township Police Report – 8 incidents reported in June.
- Letter from the Office of Country commissioners regarding C-PACE Program.
- Comcast Program advisory – On July 12, 2022, ShopHQ will cease programming.
- Insurance – comparing rates with different companies
- 1st Summit Bank transferred \$15,000 from general account to liquid fuels.

Old business

- Delinquent Light Accounts – there are 14 delinquent accounts as of July 12, 2022.
- Codification – Danielle Ritchey is still working on this.
- Code Violations – Cornman, AVUS, LaRacca – Becky spoke to all residents, and they took care of the issues.
- It was advised to check on 204 Mill Street for building permit.
- DCNR Grant: Freedom Park – no update
- Payton McGough Gold Award Project – no update
- Secretary/Treasurer Position – one candidate sent a resume and cover letter – to be discussed in executive session.
- Wessel and Company – working on getting things created. Looking to see if we need one account or three accounts as we only have one EIN. More information to come.
- Grasshopper Protocol – the setup suggested at the last meeting seems to be working well.
- September 11 National memorial trail alliance letter – Becky talked to Randy, and we can rewrite the letter how we want. Project is 5-10 years out and they are just looking for a letter of support. Becky will write a letter of support to submit.
- Summerhill Community Yard Sale July 16– 17 participants
 - Goodwill Donation Drive – 18 bins will be dropped off on Thursday for the collection. The bins will be inside the borough building. The bins will be picked up next week. Will pay us 10 cents a pound which will be donated to the Fire Company. Becky and Dave will be monitoring donations.
- AMP Meeting Recap – Meters, Acquisition Price, Future Projects
 - Sharing program with other municipalities, asked us for an inventory, but we don't have much. Acquisition rate 6.5 – we are locked in until 2025. This means great savings for our residents as other communities are seeing increases.
- Infrastructure improvements –
 - Norm Baron is with Utility Engineer who helps many AMP members with cost-of-service studies, rooftop solar policies and engineering work. nbaron@uepc.net (570) 788-2211
 - VP, Michelle Palmer, good at evaluating systems. We need to see what kind of draw we have and what we can carry. It would be beneficial to have Michelle come in to evaluate

- o our system. No charge for Michelle to come but we would have a large charge for an engineering study.
 - o Brad was looking into our inventory and will finish up Sam's member inventory data request.
 - o Sam also went over some information regarding the USDA accepting applications for loan guarantees and grants for renewable energy systems; and to make energy efficiency improvements, conduct energy audits and provide development assistance.
 - o AMP AMI – advanced metering infrastructure – preliminary screening analysis - if we want to we can participate, the initial investment is \$176,228. Initial system cost per meter is \$600/meter at 294 meters with a \$12,500 annual system expense. The Electric committee, along with electric secretary will meet to discuss the options. Joni will set up a meeting for the committee.
- Laura Appreciation Item – Eric will get a date to get together with Laura to present her gifts.
- Tax Reimbursement Firemen – Danielle will check with Laura
- 2022 PMEA Conference Registration will be held September 7-9, 2022, Penn Stater Hotel & Conference Center, State College. There is no cost for registration and the borough will pick up the cost of accommodations for those interested. The documents were saved in the google drive. Should make room reservations soon.

New business

- Printer/Copier – Doing Better Business (DBB) – Becky provided the borough with a spare OfficeJet Pro 8720. If we want the printer/copier from Becky's business – DBB will move it to the borough building for \$200 – A motion was made to authorize an agreement with Doing Better Business to move and setup the equipment by Ray Penatzer, seconded by Russell Jones, unanimously approved
- A motion to buy industrial printer/copier from RJ Hedges for \$2,000 was made by Russell Jones, seconded by Danielle Ritchey, unanimously approved
- Emergency Management Coordinator Resolution (Judy Resik – Ehrenfeld Borough) – Judy called to let us know there is a resolution that they need assistance with. She had been trying to coordinate with us to get this signed. The intent is to get one Emergency management coordinator so it's similar, familiar and easier. She will take care of filing everything for us. A motion to adopt resolution 4 of 2022 to authorize an agreement for appointment of emergency management coordinator for Summerhill Borough and other municipalities was made by Joni Trovato, seconded by Danielle Ritchey, unanimously approved
- Power Outage Protocol (Notifications) – it would be best for all residents to call the electric number for power outages – a summer Newsletter will be created and sent to residents with this and any other updates.
- The Fire Department is getting their parking lot seal coated by LMT paving and will include the borough back lot- 365 sq yards at \$395 – the company said the front borough pad needs completely replaced.
- Committee Head Updates

- o **Streets (Russ)** – employment verification request will be completed and filed – the fence at volleyball court has been removed and Sturdy mountain will be replacing it this week. Rich Potter said the garbage rates are going up next year. He suggested a financial agreement if he could use Luke to assist with garbage collecting. Not sure that is a valid suggestion. The tonnage also went up in the borrow. We are supposed to have 3 bags per resident, and they are getting more than that. Compost pile is getting closer to the road so at some point we are going to need a machine to push it over. Fire alarm control panel went off today. Tercek was called.
- o **Codification (Danielle)** – no updates
- o **Electric (Joni)** – Per Brad, he checked with Jesco on getting pricing on spare transformers. A 50kva transformer runs about \$7,000. The smaller they are the cheaper they get. Unfortunately, the lead time is 142 weeks. They are checking another supplier and will update Brad when they get back to them. Brad has all the parts needed to start putting up the Led streetlights. He will be starting that project in the next few weeks.
- o **Parks & Recreation (Joni)** – we have 8 upcoming rentals through September. We have had 4 out of town residents with a fee of \$25.
- o **Budget (Becky)** – Prepare now for September/October meetings with your requests.
- o By the end of the year, council chairs, should prepare a summary on their responsibilities. This will allow new members to have insight into each chair responsibilities.
- o The idea of an intergovernmental agreement with local municipalities may be beneficial. Judy (Ehrenfeld) and Becky discussed this idea as Ehrenfeld is having a difficult time finding workers. Ehrenfeld meets the 1st Wednesday at 6pm, Ken Fetsko president, if we want to go to Ehrenfeld meeting to discuss IA. Eric and Becky discussed going to the meeting in August.
- o Website has been updated
- o The GBU is having a Movie Night at the Summerhill Fire Department Hall, Saturday, July 23rd. at 8:00 PM. The movie, Zoo Crackers, will be shown. Drinks and snacks will be provided, free of charge.

A motion to move to executive session was made by Joni Trovato, seconded by Russell Jones at 9:07 PM

A motion to end the executive session and return to the regular meeting was made by Danielle Ritchey, seconded by Russell Jones at 10:15 PM

A motion was made to adjourn the meeting by Joni Trovato, seconded by Danielle Ritchey, motion was unanimously approved. Meeting adjourned at 10:16 PM.

President

Mayor

Secretary/Treasurer