

REGULAR MEETING
Hastings Borough Council

December 17, 2019

The Hastings Borough Council held their Regular Meeting on Tuesday, December 17, 2019 at 7:00 p.m. in the Hastings Borough Office.

CALL TO ORDER: Alison Link, Council President

ROLL CALL: Members of the Council present – Alison Link, Kristen Bollinger, Melanie Zearfoss, Mayor Donald C Drass, Jeff Semelsberger, Thomas Kinney, Jeff Zearfoss, Eugene Huber, and Rhonda Churella. All were present.

APPROVAL OF MINUTES: Motion made by Melanie Zearfoss, second by Jeff Semelsberger, to approve the minutes from the previous meeting and to dispense with their reading, since all were provided with a copy. All present voted yes.

Motion Carried.

VISITORS: None.

STREET/EQUIPMENT COMMITTEE:

- Melanie Zearfoss stated we got our new truck. Jeff Semelsberger said Roger really likes it, but it needs new mats. Thomas Kinney said he was here the day it was delivered. Thomas stated he may have some mats for the truck.
- Melanie Zearfoss reported Roger saying Brandan is setting the spreader up too high. They are going through a lot of salt already. Alison Link said Jason's brother works for Penn Dot and will see if he can train the borough crew on snow plowing. Mayor Donald C Drass said it won't do any harm, but what will it cost? Alison Link said we will see what they do. He could train them at 10:00am for three days. Alison Link said we need to do a schedule for shifts to be split up during the winter months from November through March. Michelle Baker stated she asked both guys about this. Roger was okay with it. Jeff Semelsberger stated he has someone interested to work on Saturday, Sunday and Monday's. This should not be a high paying thing. They will need to be on payroll and on our insurance. This will keep the comp time down or alleviate it. We could have one of the guys start at 5:30am to 1:30pm.

- Jeff Semelsberger stated, “Michelle & I talked to Brandan about smoking. Not taking a lunch came up in the conversation. Brandan had valid points stating there is no law in Pennsylvania. It’s a task to watch the guys every day. Alison Link stated that Brandan doesn’t listen to Michelle. Jeff Semelsberger stated, “I agree. She needs to be respected.” Michelle Baker said the last four times she cannot get a hold of him by phone.
- Melanie Zearfoss stated Roger was fine with going home early yesterday and coming out later to do the roads.
- Motion made by Jeff Semelsberger, second by Eugene Huber, for borough guys to have the option to take an unpaid lunch. The office girls will work till 4:00pm with a paid lunch.

Motion Carried.

- Alison Link stated from November to March the borough crew can work two different shifts. One from 5:00am to 1:00pm and one from 2:00pm to 10:00pm. Jeff Semelsberger and Mayor Donald C Drass stated, “That should be up to Michelle’s discretion.”
- Melanie Zearfoss said since we are getting more people, can we eliminate comp time? Jeff Semelsberger said that’s an idea.
- Motion made by Jeff Semelsberger, second by Thomas Kinney, that all employees get their vacation effective January 1 of each year. We will not use their individual anniversary dates no more.

Motion Carried.

- Rhonda Churella stated she received an email from Michael Bowser of Penn DOT regarding 2020 Purchasing, Telephonic quote and Public bidding requirements. Purchases/contracted work \$0.01-\$11,300.00 – no phone quotes or bidding necessary. Purchases/contracted work \$11,300.00-\$21,000.00 – (3) written or telephonic quotes required. Purchases/contracted work more than \$21,000.00 – public bidding is required.
- Kendell Rogal called the office because he wants to purchase the tan dump truck. Rhonda explained the process to him. Council wants the dump truck to be advertised for bids due in for January 21, 2020 Council meeting.

POLICE COMMITTEE/REPORT:

- Police Chief Jason Owens talked about the duty weapon for Dylan DiSabato. It should cost approximately \$490.00. Thomas Kinney said he believes Dylan’s father is going to purchase it. Chief Owens said then Dylan will

have to log it in and out when he is working. The borough will be out of having to transfer it to him when he turns eighteen.

- Motion made by Melanie Zearfoss, second by Kristen Bollinger, to approve the Police Protection Agreement with Susquehanna Township.

Motion Carried.

TAX COLLECTOR'S REPORT: Real Estate & Per Capita Tax collected from November 17, 2019 to December 24, 2019.

Real Estate Tax Collected.....	\$1,554.40
Per Capita Tax Collected.....	\$93.50
Total Collected.....	\$1,647.90

Earned Income Tax collected from Berkheimer's from November 20, 2019 to December 11, 2019.

Gross Tax Collected.....	\$10,866.07
Delinquent Per Capita.....	\$70.27

- Motion was made by Melanie Zearfoss, second by Jeff Semelsberger, to approve the Tax Collector's Report as read. All present voted yes.

Motion Carried.

FINANCIAL REPORT: Council looked through the Financial Report. Motion made by Kristen Bollinger, second by Thomas Kinney, to approve the Financial Report as of November 1, 2019. All present voted yes.

Motion Carried.

FINANCE/INSURANCE COMMITTEE:

- Nothing to report.

WATER COMMITTEE:

- Thomas Kinney and Eugene Huber reported a special meeting tomorrow night with the Sewer Authority over the money that Glenn Johnson wants. The attorneys and engineers met. The engineers are to attend this meeting. They will make an offer.

SEWER COMMITTEE:

- Nothing to report.

PROPERTY COMMITTEE:

- Jeff Zearfoss talked about Kelly's Oil being the cheapest he has come across. They will fill up all areas in the borough one time per month.
- Alison Link got information about our online backup. It will cost \$125.00 monthly for all computers. Rhonda is to make sure the police department is on the file server too.
- Motion made by Jeff Zearfoss, second by Eugene Huber, to approve the online backup for \$125.00 monthly from Link Computer Corporation.

Motion Carried.

- Eugene Huber talked to Kathy O'Rourke from Hastings Public Library about the electrical access agreement that Rhonda took up to the library for their meeting on December 11, 2019. They want to wait and talk to their building architect.
- Jeff Zearfoss talked about how bad the lighting is in the borough office when he was signing paperwork. He suggested we get LED lights put in the meeting room, borough office, and police station.
- Motion made by Kristen Bollinger, second by Jeff Semelsberger, to have Marc Beach purchase and put in LED lights in the borough office, meeting room, and police department.

Motion Carried.

PERSONNEL COMMITTEE:

- Melanie Zearfoss stated Susan Hutton from Marion Center Bank came down for direct deposit on payroll. The cost will be \$16.00 per month, \$192.00 a year. There will also be a one-time fee of \$40.00 for two tokens. Melanie also checked with quickbooks and they charge \$1.75 per person.
- Motion made by Kristen Bollinger, second by Jeff Semelsberger, to approve the direct deposit through Marion Center Bank for \$16.00 per month, \$192.00 a year.

Motion Carried.

RESOLUTIONS/ORDINANCES:

- Motion made by Melanie Zearfoss, second by Thomas Kinney, to approve Ordinance #2019-6 Agreement for Police Services to be provided to Susquehanna Township.

Motion Carried.

APPROVAL OF THE BILLS: Motion made by Kristen Bollinger, second by Jeff Semelsberger, that an Order is drawn, and the bills be paid, as funds become available. All present voted yes.

Motion Carried.

CORRESPONDENCE:

- Nothing to report.

OTHER BUSINESS:

- Rhonda Churella talked to Jeff Semelsberger and forwarded the brochure to Council members about OSHA Compliance training 2020 through Fred Pryor Seminars in Altoona on January 28, 2020. The cost is \$179.00 per person. Jeff Semelsberger said we should send two people to this valuable training. We need to make an OSHA file after the training. We should start having monthly training meetings too. Council said two people should go, probably Michelle Baker and one girl from the office.
- Melanie Zearfoss stated Michelle Baker got her notary renewed. Can the three entities split the cost of \$13.00 each? Melanie Zearfoss also said that the borough crew needs road flares for water breaks.
- Motion made by Jeff Semelsberger, second by Jeff Zearfoss, to approve splitting the notary cost of \$13.00 per the three entities and purchasing road flares for water breaks.

Motion Carried.

- Michelle Baker said we need to get a "No Outlet" sign for Legacy Drive. Mayor Donald C Drass said that is a circle. A car can go in and around the circle to come back out. This is a cul-de-sac. Jeff Semelsberger said there is no need to purchase a sign.
- Michelle Baker reported that Kendell Rogal flagged Brandan down to put salt down at the cemetery for a funeral. Brandan did this without asking

for permission and used borough salt. Mayor Donald C Drass said he should tell him they need to call the Cemetery Association about that.

ADJOURN: Motion made by Kristen Bollinger, second by Eugene Huber, this meeting adjourned at approximately 7:50 p.m. All present voted yes.

Motion Carried.

Rhonda Churella
Borough Office Manager