

**BALLY BOROUGH COUNCIL  
MINUTES OF THE SEPTEMBER 5, 2023 MEETING**

The regular scheduled meeting of the Bally Borough Council was held on the above date at the Borough Hall. President, Glenn Mutter called the meeting to order at 7:00 pm. The meeting was opened with the Pledge of Allegiance.

Council Members present: Glenn Mutter, Paul Gehringer, Joshua Sloan, Michael Bauman and Michael Moll. Matthew Gehman and Joel Pilgert were absent.

Also present: Solicitor, R. Tim Curley; Borough Manager, Wendy Mutter; Borough Secretary, Tammy Wood and Public Works Superintendent, Nathan Heffner. Mayor, David Schott was absent. There was one reporter in attendance.

The agenda for this meeting had been posted on the door and posted on the Borough website, at least 24 hours prior to the meeting.

President Mutter announced the meeting is being recorded for minute taking purposes.

**COMMENTS AND SUGGESTIONS FROM RESIDENTS** – Resident, Larry Eshleman wanted to express his thanks for paving N. Church St.. Resident, Jeremiah Rousis was present to ask forgiveness for the late fee of his water/sewer bill in the amount of \$26.18. The bill was not found until after the passing of his mother. Michael Moll made the motion to approve the removal of the late fee, in the amount of \$26.18. Joshua Sloan seconded the motion. All Ayes.

**CONSENT AGENDA**

- a. Minutes of August 1, 2023 Council Meeting- A motion was made by Paul Gehringer, seconded by Michael Moll, to approve the minutes. All Ayes.
- b. Approval & Affirmation of Bills Presented- Joshua Sloan asked what line item, “Police Special” is. Wendy Mutter replied that it is the “Highway Safety Program.” When police do roving patrols for DUI, a grant reimburses the police wages for that time. Paul Gehringer asked what the line item “member appreciation pizza” under the Recreation fund. Wendy Mutter replied that the pool had a special night for members only and pizza was provided. A motion was made by Michael Bauman, seconded by Michael Moll, to approve the bills. All Ayes.

**PRESIDING OFFICER REPORT** - No report

**COMMITTEE REPORTS:**

**Health, Safety, & Welfare:**

**Police report-** There were 68 calls for the month. 74 traffic citations, 1 DUI arrest, and 1 misdemeanor arrest for receiving stolen property. The police traveled a total of 1250 miles, using 163 gallons of gas. Vehicle #1 (2016 Explorer) was out of service for broken motor mounts. It has since been repaired and back in service. Officers are conducting roving DUI patrols throughout the Borough this month as part of the Highway Safety Network Grant program.

**Fire report-** Total fire calls for August were 43. Year-to-date is 314. The chicken BBQ at Bally Firehouse was a sellout by 6pm. EBFD is continuing training. Community event involvement for October includes, the Limerick drill, meetings with Fire Commissioner and local representatives, fundraisers, parades and fire prevention month. Please consider EBFD for upcoming budget meetings for our funding in 2024. EBFD would like for someone from Bally Borough Council to attend the PA

Fire Commissioners special meeting on September 27<sup>th</sup> at 3pm at the Bechtelsville FD. Reminder from EBFD, with school back in session, please watch for children and bus stops.

**Bally Ambulance** – No report

**Planning Commission** - Did not meet

**Municipal Authority**- Next meeting October 17<sup>th</sup>

**Zoning Hearing Board** –Did not meet.

**BARDS Committee** –Story Walk signs in the Borough has been a bit of a problem with the flimsy signs that are easily blown over by wind. There has been a donation of 16 “real estate” metal frames to BARDS. This would also allow the story signs to be up on a continual basis, instead of just for 1 day. BARDS would like permission to install these along the walking path. Joshua Sloan would be willing to put mulch and weed whack around them when required. Public Works Superintendent, Nathan Heffner is ok with that. BARDS was asked to help with seal coating the pool parking lot once the drainage work is complete for the playground area. Bids are coming in from \$3,000.00 to \$7,000.00. BARDS will continue to look into this, as Springtime would be the best time for this to be done. Council had no objection. The bake sale will be at the pool on Saturday, September 9<sup>th</sup>, at 9:00am, with the dog swim starting at 12:00pm. Trunk-or-Treat will be on Friday, October 13<sup>th</sup> from 6-7pm. Located in the Bally Pool parking lot with set-up from 5-6pm. There will be a movie in the park from 7-9pm.

**WWTP Report**- August was quite productive even with limited work days due to vacation time. Only 13 of 24 work days were fully staffed and 4 days were spent cleaning up the Park from storm damage. We took out 18 dump loads of branches from fallen/damaged trees. “Children at Play” signs were installed along 4<sup>th</sup> and Creamery Sts. The dump site (old reservoir) is opened and we are starting to fill it in. 130 loads of material have been taken to the dump site in August. Nate has been looking into getting new fire hydrants. To repair 2 old (1959) fire hydrants costs more than purchasing 2 new ones and having public works install. The plan is to remove and replace 1 old hydrant with a new one before it gets too cold. The old hydrant will be repaired if possible, or used for spare parts at the minimum. 100 feet of pipe have been laid on the Chestnut St stormwater project. There is an additional 23 ft needed to be laid up to the next catch basin, which is planned for next week. Then another 140 ft of pipe to the final catch basin. That will be the end of that project. The curbs and sidewalks will be repaired/replaced within the next 2 weeks on Chestnut Street. Pipe for the playground stormwater project came in today, with the catch basins scheduled to be in the next 3-4 weeks. October is the projected time frame to start the playground stormwater project. 2 additional handicapped spots were added in the pool parking lot. During the storm, power lines fell on the pool fence and pavilion. The pool was closed for about 1 day until power lines were fixed and an electrical issue. The alarms for the pool chemical controllers are still giving some issues, even after the warranty replacement. On Pine Street, after the paving was complete, we put some sand down where the milk trucks go in and out of the driveway. The blacktop is still a bit soft and with the heavy trucks, it tears up the road a bit. The sand should help with this until the blacktop has cured long enough.

## **NEW BUSINESS:**

- **Auditor engagement letter** – We received the engagement letter from the auditor and the cost has increased to \$9515.00, last year was \$8,650.00. Tax collector audit will cost \$785.00 next year, this year was \$750.00. A motion for Glenn Mutter to sign the agreement was made by Joshua Sloan and seconded by Paul Gehringer. All Ayes.
- **Northumberland Regional Police Traffic Services Grant Conditions of Agreement** – This is a grant that our part-time police participate in every year. They would like to renew this for 2024. A motion to approve Glenn Mutter to sign for the Grant was made by Michael Moll. Michael Bauman seconded that. All Ayes.

- **Borough Municipal Building Roof Quotes** – There were plans for the roof at Borough Hall to be replaced next year. We have developed a leak in the office/storage area, which is where our records are stored. The roof will need to be done this year along with the roof of the Senior Center. A bid request for the roof was sent to multiple roofing companies. Mast Roofing declined to offer an estimate. Glick's provided a quote in the amount of \$18,989.00 and Emerson Wolfgang Construction in the amount of \$18,000.00. There may be more coming in this week. A motion to proceed at a price not to exceed \$18,000.00 and that the Manager is authorized to accept the lowest responsible bidder, by Joshua Sloan. Paul Gehringer seconded that. All Ayes. Glenn Mutter abstained from the vote.
- **WWTP Digester Bid Talley Sheet** – The bid was posted on Penn Bid for the WWTP Digester. Payment for the project will hit next year's budget. Nate explained that the digester is now divided into 3 cells. The walls are rusting out and the digester is not practical to use anymore in its current condition. The repair will take out the walls and add air lines at the bottom. This should last about 50-100 years. We do have 2 units, so we will have a backup if anything were to happen and the 2<sup>nd</sup> one will be used while the repair is being made. The air lines will be stainless steel. The lowest bid came in at \$176,523.00. The work will start this year, and will most likely continue into 2024.
- **Intent to award Digester Bid to Blooming Glen** – A motion was made for an intent to award Blooming Glen the Digester project by Michael Moll, seconded by Paul Gehringer. All Ayes.

**OLD BUSINESS:** Solicitor, Tim Curley has drafted a proposed resolution for use of the park facilities. A discussion will be had on any extra fees or deposits and charcoal disposal when on the agenda next month. Tim will send out the resolution by email to council members.

**SOLICITOR'S REPORT**– Solicitor Tim Curley is still waiting on the joint sewer agreement with Washington Township from Borough engineers.

**MAYOR'S REPORT** – Mayor Schott was absent.

## **ENGINEER'S STATUS OF PROJECTS**

- Application payment for paving has not yet come in. We are still receiving the time sheets for the contractors.
- We have not received the risers for the manholes yet. There are odd measurement sizes that still need to be made and there is a 3-4 week order timeline.
- There is no word on the sewer agreement from Washington Twp.
- No word on the building expansion plans and cost to apply for grant.

## **OFFICE REPORT**

- 2024 Pension Minimum Municipal Obligation figures** – The law states that council needs to be presented with MMO's for 2024. It requires an estimate of 2023 W2s for participating employees and a form filled out. At the beginning of next year, a report with actual W2 numbers will be filed and state aid will be received based on that reports numbers. This amount is required for us to add into the pension plan, which then gets reimbursed by state aid.
- Playground update** – Council was presented with a picture of a swing set, with different types of swings. An estimate was presented to Wendy in the amount of \$14,247.00 for this swing set. That cost does not include installation, as public works will be installing the equipment. The quote for the paving of the basketball court was \$17,500.00, stormwater cost estimate is \$22,000.00, basketball stands, hoops, backboards and nets were \$9,300.00. That leaves \$51,200 remaining for playground equipment, borders, mats and mulch.
- Dump truck status** – Dump truck is scheduled to be delivered to the dealership in mid-September and then delivered to EM Kutz for outfitting and the dump body.

- d. **Sewer CAP/COA status** – We were placed under a corrective order action for our sewer system. During that process we wanted to rerate the plant based off its' ability to handle more flow (paper filing). We have not had any popped manholes in over a year, so we were able to get the rerate through and are waiting for the actual permit from DEP. We will then send a letter to DEP requesting to remove us from the COA/CAP.
- e. **Sewer/Stormwater project plan** – There is extensive stormwater and sewer work to be done on some streets. Our goal is to get S 7<sup>th</sup> Street paved. Before the paving, there is stormwater and sewer laterals that need to be repaired/replaced. There is additional storm water work that needs to be done on N 7<sup>th</sup> Street. We would like to have the engineers get a project together to get work done by a contractor in 2024, so we can pave in 2025. Michael Moll inquired if we can use the Covid 19 funds for the sewer work and paving to be all done in 2024. Wendy stated the easiest way to get this done is under the “restoration” of sewer work. The bid cost for paving N Church St was \$128,900.00 from sewer restoration and Pine St was at a cost of \$47,000 and budgeted from the General fund. We could look into another grant. Wendy is asking for permission to get the engineers to start on gathering information for this storm water/sewer project. Paul Gehringer made the motion to approve the project to be started. Joshua Sloan seconded the motion. All Ayes.
- f. **Camera proposal** – Wendy received the quote to install 2 additional cameras in the Park. The quote was quite high at \$3,000.00. After Wendy spoke to the Police Chief, Jeffrey Ellick, it was decided to hold off on the purchase.
- g. **Discuss potential employee benefit change** – Wendy is looking to find a way to retain employees with something other than large hourly increases, as this is something that the Borough cannot sustain financially year after year. Some suggestions were to allow additional remaining paid time off to carry over to catastrophic sick time, payout of minimal unused vacation time at end of year, move up schedule of increased vacation time, additional paid holidays, etc. Glenn Mutter suggested that each employee get to choose. Wendy asked for an executive session after the meeting to discuss raises for employees in 2024. Tim Curley suggested to table this and discuss at executive session.

Wendy asked if she still has the authority to hire a part-time public works employee. Council confirmed that Wendy does have that authority.

#### **QUESTIONS FROM RESIDENTS** – No questions

#### **COMMENTS FROM COUNCIL MEMBERS**

- a. **Status of Covid 19 funds** – Wendy stated that it was recommended to take a 1-time exemption to be used for police expenses, then it was absorbed into the general fund. We received about \$112,000.00 over 2 years.
- b. **Budget for trees in the park** – Joshua Sloan inquired about the future of trees in Bally Borough Park. A budget for new trees is a good idea. Wendy Mutter likes the idea to budget \$100.00 every year and to purchase a new tree every 5 years. Tim Curley stated there is a provision for all Borough's in the state to have a tree fund.
- c. **Park walking trail patch** – Nate states when the repair to the Chestnut St. stormwater project is being done, the patch on the walking trail will be repaired.
- d. **Status of ballyboro.org emails, Borough ordinances on website** – No one is using the Ballyboro.org emails, besides Tammy. Joshua Sloan inquired about getting the Borough Ordinances on the website. Solicitor, Tim Curley believes it is a great plan to get Ordinances on the website. This would be an ongoing project for the office, as the rest of the year is going to be taken mostly to get our new water billing system up and running.
- e. **Speed sign** – Joshua asked Nate about the batteries that are needed for the speed sign that the police have. Joshua was told that it would be best to talk to Chief Ellick about that.

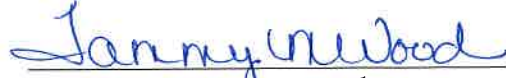
Wendy reminded Glenn Mutter and Mike Bauman that the financial committee will need to get together sometime later this month. Wendy will email Joel Pilgert who is absent tonight and get a date together.

**ADJOURNMENT-** A motion to adjourn the meeting was made by Joshua Sloan, seconded by Michael Moll at 9:27pm. All Ayes. Executive Session to follow, discussing employee raises and benefits. Borough Manager, Wendy Mutter and Council President, Glenn Mutter did not participate in the Executive Session.



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President - Glenn Mutter



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Secretary - Tammy Wood