

PORT ROYAL BOROUGH COUNCIL MEETING

November 13, 2023

The Port Royal Borough Council held their monthly meeting on Monday, November 13, 2023, at 7 pm at 111 East Eighth Street, Port Royal, PA 17082.

Members present were President, Adam Bryner, Council Members, Brooks Gamble, Nicholas Walters, Teresa Murphy, John Towsey, and Mayor, Dylan Cisney. Vice-President, Glenda Leister and Councilman Steve Bargo were not in attendance.

Others present were Kimbra Jo Gray, Borough Secretary/Treasurer, Brian Book, Engineer cb3 Solutions, Becky Lock, Juniata Sentinel, Paulette Forry, Editor the Times, and Borough Resident Grace Goss.

President of Council, Adam Bryner, brought the meeting to order and led all in the Pledge of Allegiance at approximately 7 pm.

FIRST ON THE AGENDA

MOTION was made by Teresa Murphy to approve Minutes of the October meeting, 2nd by Brooks Gamble, approved by all, motion carried.

MOTION was made by Brooks Gamble to approve the Borough Bills for October, 2nd by Nick Walters, approved by all, motion carried.

There were no new Land Use Permits applied for. Building Inspection Underwriters submitted the new rates for 2024. Most fees have been reduced over the 2023 rates.

Public Comments – Several concerns were raised regarding the old grade school and addressed. The Borough has no control over the use of the building as long as the Juniata County Agricultural Society is in compliance with Borough Ordinances.

Brian Book, Engineer cb3 Solutions, LLC

SR 75 Bridge Project: Several concerns were raised about the completed bridge project.

Cross Walks, Curb into Pavement and Pedestrian Crossing create safety hazards. Discussion was held and an appeal will be made to PennDOT to address these concerns. Depending on the outcome, the Borough will have the right to appeal to Senator Ward's office or Representative Stambaugh.

Juniata County CDBG: Borough addresses have been received and are in process of being verified. The study will be conducted the beginning of 2024.

Milford & Eighth Street: Work continues on the Project. An As-Bid Contract Document has been presented to the council and discussion was held regarding the proposal. It proposes a Bid Opening to occur on January 31, 2024 at 6pm. The council does not need to attend, but there ought to be staff/council representation at this meeting (Kim & John/Adam). The bids would be referred to your consultants – legal and engineering. They will check for State Disbarment,

math, and if necessary, materials and equipment to assess contractor capabilities. A Certified Bid Tab for action will then be presented at the February 2024 meeting.

For Information Only: Bids will only be accepted according to Borough preferences.

MOTION was made by Brooks Gamble to approved the DIVISION 0 – Building and Contract Requirements Section 00 00 30 – Invitation to Bid to be put out for publication two times in a paper of local circulation as soon after the December 11, 2023 meeting, 2nd by Teresa Murphy, approved by all, motion carried.

Update on Port Royal Municipal Authority Eighth Street Project: Three small contracts were awarded to Zimmerman’s Excavation, LLC to upgrade the sewer system to enable the Borough to complete paving in 2024.

MOTION was made by Brooks Gamble to accept the Engineers Report for October, 2nd by John Towsey, approved by all, motion carried.

Maintenance Report

Randy Williamson, Borough Maintenance, was unavailable.

Adam Bryner will check with Matt Kenepp, PennDOT representative for Liquid Fuels, to see if spot patching completed by Cleck Paving & Seal Coating invoice is eligible for reimbursement. Clecks will need to provide a certificate of qualified materials to be submitted.

MOTION was made by John Towsey to approve the Cleck Paving & Seal Coating invoice from the Liquid Fuels State Fund contingent on PennDOT approval, if denied the invoice will be paid from Capital Expenditures Savings Fund, 2nd by Nick Walters, approved by all, motion carried.

Residents have submitted concerns about the alley behind Milford Street. The Street Committee will inspect for any areas that need to be addressed.

It was agreed that during nicer days during the winter months, Moyer Park could be unlocked at the discretion of Council.

MOTION was made by Brooks Gamble to accept the Maintenance Report for October, 2nd by John Towsey, approved by all, motion carried.

Old Business

Rental Properties need to be inspected. Borough Council has agreed members of the Friendship Fire Company No. 1 will conduct inspections. Duane Hart and Keith Palm will start inspections in the near future with the hope of completing all inspections within a one-year period due to issue that arose from the Co-Vid 19 lock downs.

MOTION was made by John Towsey to have a fee change for Rental Inspections by Resolution to \$50.00 per unit (\$25.00 would be retained by the Borough to cover administrative costs and \$25.00 would be issued to the Friendship Fire Company for services rendered), 2nd by Teresa Murphy, approved by all, motion carried.

MOTION was made by John Towsey to have Friendship Fire Company No. 1, Representative, for Duane Hart and Keith Palm, proceed with Rental Inspections, 2nd by Teresa Murphy, approved by all, motion carried.

New Business

Discussion was held regarding a request from the Friendship Fire Company No. 1 to have the Borough apply for a Local Shares Grant on their behalf. They plan to add ADA Compliant Restrooms. Due to short notice and no real information presented, Council agreed to look into the project for 2024 when they would have time to review the project. President Adam Bryner abstained from the discussion due to a conflict of interest, he is a trustee for Friendship.

MOTION was made by Brooks Gamble to have Adam Bryner sign the Resolution for Tax Levy for 2024 to remain at 10 mils for the Borough and 1 mil for the appropriation to the Friendship Fire Company No. 1, 2nd by Nick Walters, approved by all, motion carried.

MOTION was made by Nick Walters to remove Brooks Gamble as a signer from Juniata Valley Bank Accounts as of December 31, 2023, 2nd by John Towsey, approved by all, motion carried.

- 031310219:0563000072 General Fund
- 031310219:0539109661 State Fund (Liquid Fuels)
- 031310219:0539109315 Money Market
- 031310219:4300097518 Capital Expenditures
- 031310219:353636198 Fire Tax Millage
- 031310219:353531248 Christmas Light Fund
- 031310219:2600015578 ARPA Fund

MOTION was made by Nick Walters to add John Towsey as a signer for Juniata Valley Bank Accounts as of January 2, 2024, 2nd by Teresa Murphy, approved by all, motion carried.

- 031310219:0563000072 General Fund
- 031310219:0539109661 State Fund (Liquid Fuels)
- 031310219:0539109315 Money Market
- 031310219:4300097518 Capital Expenditures
- 031310219:353636198 Fire Tax Millage
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General Discussion

Discussion took place about a Dedication Ceremony for the completed Route 75 Bridge Project and the new Parkland Parcel. An event will be planned for Spring 2024.

MOTION was made at 8:48 pm by Brooks Gamble to adjourn the meeting, 2nd by Teresa Murphy, approved by all, motion carried.

Respectively Submitted,

Kimbra Jo Gray
Borough Secretary/Treasurer

Next Meeting: Monday, December 11, 2023, at 7 pm