

PORT ROYAL BOROUGH COUNCIL

May 13, 2024

The Port Royal Borough Council held their monthly meeting on Monday, May 13, 2024, at 7 pm at 111 East Eighth Street, Port Royal, PA 17082.

Members present were President, Adam Bryner, Vice-President Glenda Leister, Council Members, John Towsey, Nicholas Walters, Teresa Murphy, Grace Goss, Steve Bargo, and Mayor, Dylan Cisney.

Others present were Kimbra Jo Gray, Borough Secretary/Treasurer, Randy Williamson, Borough Maintenance, Brian Book, Engineer cb3 Solutions, Brent Musser, Axis Professional Surveying LLC, and a representative from Juniata Sentinel.

FIRST ON THE AGENDA

Brent Musser presented information for a lot addition from Blessing to Hutchinson.

MOTION was made by Steve Bargo to approve the Blessing/Hutchinson lot addition and authorize President Adam Bryner and Secretary/Treasurer Kimbra Gray to sign survey for recording with Juniata County Recorder of Deeds, 2nd by John Towsey, approved by all, motion carried.

MOTION was made by Glenda Leister to approve Minutes of the April meeting, 2nd by Teresa Murphy, approved by all, motion carried.

MOTION was made by Nick Walters to approve Borough Bills for the month of March, 2nd by Grace Goss, approved by all, motion carried.

There were two new Land Use Permits applied for.

Garrison – 10835 Route 333 for a Swimming Pool

Hutchinson – 302 E Fifth Street for a Covered Deck.

The Juniata County Agricultural Society applied for a renewal/extension for the Grandstands, ADA accessibility Elevator and Skyboxes.

The permitting requirements for Yard Barns were discussed. The yard barns are exempt from inspections but will still require the \$50.00 permit.

Public Comments – Teresa Murphy requested information for Invoicing for the Port Royal Municipal Authority Water and Sewer Bills. She has been approached by a few residents with questions. Secretary Kimbra Gray (also Secretary to PRMA) explained that there are two separate software systems used. The MuniLink System is used for Billing. The billing system generates the ACH Codes that are pulled into the Juniata Valley Bank's software. Changes were made to the ACH coding used by the bank, in so doing auto pay was clearing the accounts in MuniLink showing the customer balances correctly, but due to bank coding funds were not being deposited to the PRMA account at JVB. Payments did not leave the customers' personal accounts. ACH coding was corrected in the MuniLink system and deposits were amended and resubmitted to JVB. There should be no issues in the future. All systems are working properly.

Steve Bargo questioned the billing of the Borough Hydrants. The hydrants are all billed as a flat fee per month.

Brian Book, Engineer cb3 Solutions, LLC

Point Service Station – Underground Storage Tank Clean Up: The work has been completed by Converse and they have remitted payment to the Borough for reimbursement of legal and engineering fees.

Community Center – The grant application has been submitted to the DCED. A total of 599 separate applications were submitted from 65 counties across the state totaling more than \$860,000,000. The program has \$45,000,000. The awards will be processed in the next few months. There will also be additional opportunities in the future to apply for funding. It is suggested to consider a committee between the Borough and the Fire Company to prepare for future applications.

Milford & Eighth Street – Work has been progressing quickly since April 29th. The contractor did not apply for payment in April. There are several issues that will impact potential contract changes.

Sewer within Milford Street will be lined instead of being moved. MidState has been requested to “pot-hole” some of the restrictive areas of potential changes for the Stormwater Pipe.

Soft spots in Eighth Street – Several areas along the western edge of the street have soft areas that are being reviewed. More stone is coming in to redo the entire base. This setback has added an additional week and up to \$50,000 more than was in the original design. A french drain will be added down to the storm drain.

Water line crossing at Milford Street – The size and material of the existing water line is questionable. It is believed that the current line is cast iron pipe that is leaded together and changes to galvanized pipe and continues in private property; the lead must be removed by mandate by PA Department of Environmental Protection. The water line needs to be 8” CPVC Pipe. John Towsey and Steve Bargo believe the current line has been recently upgraded to CPVC. The decision to “pot-hole” an area to check to see what is currently under the street in the construction area. If the current water line is not up to standard, the Borough will request MidState replace it to avoid future impacts to the finished roadway.

MOTION was made by Teresa Murphy to approve Brian Book to submit Work Change Directive #1 to replace approximately 200’ of Water Line in construction area of Milford & Eighth Streets now before paving, contingent upon results of the “pot-holing” findings at the cost of \$36,000 (time and material costs); the Borough will invoice Port Royal Municipal Authority for the “pot-holing”, 2nd by Grace Goss, approved by all with the exception of Nick Walter who opposed, motion carried.

MOTION was made by Grace Goss to approve suggested Work Change Directive #2 to use additional fabric on top of clay with additional 4” stone as directed to remediate soft spots on the western side of Eighth Street costing approximately \$50,000 and an additional week to complete, 2nd by Glenda Leister, approved by all, motion carried.

MOTION was made by Teresa Murphy to accept the Engineers Report for April, 2nd by John Towsey, approved by all, motion carried.

Low Income Survey – The survey can be completed with additional options that were not available last year. Survey needs to be completed by the end of June to qualify for 2025. Interviews can be done by going door to door (best option), mailing or by making phone calls. Guidelines are available for conducting the interviews. The Borough will need 88 completed interviews to be considered for County projects. It was agreed that the survey would be completed with the expectation that application will be made for 2026.

Water Conservation Project – The Juniata High School students have completed their project. All storm water drains have been marked that flow to the Juniata River.

Maintenance Report

Moyer Park Tennis Court – Pressure washing needs to be completed. Don Bratton’s availability is going to be requested for the 1st week of June to supervise the re-painting of the court. Project should take approximately 2 to 3 hours.

Military Banners will be re-hung on Sunday morning, May 19th. The speedway has allowed use of their lift. Brooks Gamble has volunteered to help.

MOTION was made by Steve Bargo to accept the Maintenance Report for April, 2nd by Nick Walters, approved by all, motion carried.

Street Committee – The only concerns addressed were a couple potholes on Third and Fifth Streets that will be fixed soon.

Ordinance Committee

The workshop held on Wednesday, May 1st, was well attended by landlords owning property in the Borough. They voiced concerns regarding fees and requested a checklist of items that would be inspected.

Discussion was held regarding fees. It was felt that the re-inspection fee should be removed, with the exceptions for willfulness in disregarding recommended fixes regarding tenant safety.

The inspection list needs to be revised. Items that are applicable ordinances to all property owners will be removed. The inspection list will include porches, stairways, unobstructed entrance ways, chimneys, smoke alarms, interior stairwells, and heat sources.

Inspections will be conducted by Duane Hart, Keith Palm and the landlord or representative of the landlord. Council members will not be part of the process.

MOTION was made by Teresa Murphy to authorize Adam Bryner to have Solicitor Donald Zagurskie amend the Rental Maintenance Ordinance to include fire or emergency personnel or other qualified personnel to conduct property inspections, 2nd by Glenda Leister, approved by all, motion carried.

OLD BUSINESS

Spring Clean Up – Another successful year

Memorial Day Parade – Monday, May 27th

Townwide Yard Sales – July 5th & 6th

Dedication of the Parklet -- Saturday, July 6th in conjunction with the Town-Wide Yard Sales

NEW BUSINESS

Port Royal Speedway requested approval to lease the track for May 16th & 21st.

MOTION was made by John Towsey to grant approval for the Port Royal Speedway to lease the track on May 16th and 21st, 2nd by Nick Walters, approved by all, motion carried.

General Discussion

Teresa Murphy addressed the council as a resident. She is concerned about the speedway not maintaining the fenced area adjacent to the homes behind the old grade school. Heavy rains are creating areas of erosion and she's concerned about her trees becoming unstable.

It was mentioned that the speedway is looking for full-time maintenance personnel.

MOTION was made at 9:10 pm by Nick Walters to adjourn the meeting, 2nd by Steve Bargo, approved by all, motion carried.

Respectively Submitted,
Kimbra Jo Gray
Borough Secretary/Treasurer

Next Meeting: Monday, April 8, 2024, at 7 pm