

PORT ROYAL BOROUGH COUNCIL
Re-Organizational Meeting

January 2, 2024

The Port Royal Borough Council held their re-organizational meeting on Tuesday, January 2, 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, and Mayor, Dylan Cisney. Councilman Steve Bargo was missing from the meeting.

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

Mayor, Dylan Cisney, brought the meeting to order and led all in the Pledge of Allegiance at approximately 7 pm.

FIRST ON THE AGENDA

Mayor Dylan Cisney opened the floor for nomination of new officers. Councilman John Towsey began by stating that he believed that the current officers should be re-elected to their current positions. Adam Bryner as President of Council and Glenda Leister as Vice-President of Council.

MOTION was made by John Towsey to re-elect Adam Bryner as President. A roll call vote was taken: Nick Walters – yes; Teresa Murphy – yes; Grace Goss – yes; agreed by all in quorum vote, motion carried.

MOTION was made by John Towsey to re-elect Glenda Leister as Vice-President. A roll call vote was taken: Nick Walters – yes; Teresa Murphy – yes; Grace Goss – yes; agreed by in in quorum vote, motion carried.

Mayor Dylan Cisney turned the meeting over to re-elected President Adam Byner.

MOTION was made by Nick Walters to approve Minutes of the December meeting, 2nd by Glenda Leister, approved by all, motion carried.

MOTION was made by Teresa Murphy to approve Borough Bills for December, 2nd by Nick Walters, approved by all, motion carried.

There were no new Land Use Permits applied for.

Public Comments – There were no comments presented.

Brian Book, Engineer cb3 Solutions, LLC

SR 75 Bridge Project: A letter was sent on behalf of the Borough to representatives of PennDOT and Norfolk Southern but no response was received regarding the crosswalks, warning signs and curb issues.

Point Service Station – Underground Storage Tank Clean Up: There have been no further updates.

2023 COVID 19 Small Water, Sewer Grants: During a special meeting on 12/19/2023, 209 PA H2O and 415 PA DEP Small Water & Sewer Grants were awarded. The Borough's request was not one of them, but the Port Royal Municipal Authority was awarded \$226,689 for the Sewer Line Project in Milford Street.

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

Milford & Eighth Street:

The Bid Opening will occur on January 31, 2024 at 6pm. There is a "Non-mandatory" Pre-Bid Meeting on 1/11/2024 at 10 am. To date, one contractor (Zimmerman Excavation, LLC) has requested Plans & Specifications.

MOTION was made by Nick Walters to accept the Engineers Report for December, 2nd by Glenda Leister, approved by all, motion carried.

Maintenance Report

John Towsey commented on the issue with the clogged toilet in the Borough Office. Zimmerman's Plumbing and Heating was called to make repairs. The clog was created by baby wipes.

MOTION was made by John Towsey to accept the Maintenance Report for December, 2nd by Nick Walters, approved by all, motion carried.

Street Committee

Discussion was held to appoint the committee for 2024. Members of the committee will consist of Adam Bryner, John Towsey and Nick Walters.

Glenda Leister suggested that the council get involved with a science class at Juniata High School for a project like recently done in Mifflintown that was completed with the Juniata County Conservation District and grant funding from DEP, the students will stencil messages at storm drains to the river to remind people not to dump in them. Students will be invited to a meeting to do a presentation. The project could be completed in the Spring with no cost to the Borough.

Ordinance Committee

Discussion was held to appoint the committee for 2024. Members of the committee will consist of Glenda Leister, Steve Bargo and Grace Goss.

A workshop was rescheduled to update the Ordinance Books on Monday, January 15 at 6 pm.

Discussion was held regarding prioritizing obtaining a code enforcement firm. The Constable that was consulted has not been used.

Old Business There was nothing presented for discussion.

New Business

MOTION was made by John Towsey to continue the regular monthly meetings for 2024 on the 2nd Monday of each month at 7 pm, 2nd by Teresa Murphy, approved by all, motion carried.

MOTION was made by Glenda Leister to rehire Borough Employees, Kimbra Jo Gray as secretary and Randy Williamson as maintenance for 2024, 2nd by Nick Walters, approved by all, motion carried.

MOTION was made by Teresa Murphy to approve Kimbra Gray to pay Borough Bills when due, 2nd by Grace Goss, approved by all, motion carried.

MOTION was made by Nick Walters to re-appoint Donald Zagurskie as Borough Solicitor for 2024, 2nd by John Towsey, approved by all, motion carried.

MOTION was made by Glenda Leister to re-appoint Brian Book, cb3 Solutions, as Borough Engineer for 2024, 2nd by Grace Goss, approved by all, motion carried.

MOTION was made by Nick Walters to rehire CPA Associates to complete the Audit for 2023, 2nd by Glenda Leister, approved by all, motion carried.

MOTION was made by John Towsey to approve Kimbra Gray to prepare W2's for 2023, 2nd by Teresa Murphy, approved by all, motion carried.

The 2024 Port Royal Speedway Schedule was discussed.

MOTION was made by John Towsey to approve the 2024 Port Royal Speedway Schedule with the stipulation that curfew extensions be required one month in advance of the event, 2nd by Nick Walters, approved by all, motion carried.

For Information Only: Statements of Financial Interest are due on May 1st.

The Marcellus Shale Legacy Fund Grant was discussed. Mayor Dylan Cisney was appointed to prepare the application to submit. It will be due on January 31, 2024.

General Discussion

No comments were offered.

MOTION was made at 8:27 pm by Glenda Leister to adjourn the meeting, 2nd by John Towsey, approved by all, motion carried.

Respectively Submitted,

Kimbra Jo Gray
Borough Secretary/Treasurer

Next Meeting: Monday, February 12, 2024, at 7 pm