

Agenda
Milesburg Borough Council Meeting
January 8, 2024
6:30 p.m.
416 Front Street, Milesburg Borough Building
Subject to Change

Members of the public are invited to voice any concerns or problems with a five minute per person time limit *at the end of the meeting*. Comments relating to specific items on the agenda may be deferred by the President/Vice-President/Charman ProTm until the Visitor Comment point of the meeting. Electronic recording of the meeting cannot be done without making the council aware of it. (Note: The general public must be allowed a comment period on any emergency items not on the current agenda that council may introduce for a vote, before such voting occurs.)

CALL TO ORDER

PLEDGE OF ALLEGIANCE

WELCOME

- Note from the Council President: *Under the current circumstances of the Borough, we are moving the Visitor Comment portion of our meeting (at this particular meeting) to the end of this Agenda.*

VISITOR PRESENTATION

- Keystone Payroll

EXECUTIVE SESSION

ORDINANCE/RESOLUTION

- Resolution to amend job description and compensation for Borough Manager position

CANDIDATE FOR BOROUGH MANAGER

APPROVAL OF MEETING MINUTES

- December 27, 2023 Special Meeting
- January 2, 2024 Organization Meeting

TREASURER & BUDGET REPORTS and PAY THE BILLS - *will occur at a later meeting once obtained*

- *Ratify snow removal service provider and authorize invoice payment upon receipt*

NEW BUSINESS

- 2024 Borough Council Meeting schedule
 - Propose to adopt that the monthly meetings of the Council for the months of February through December 2024 be held on the 2nd Monday of each month with the exception of June being held on the 1st Monday

- Retention Agreements
 - Propose to continue the Retention Agreement for the Borough Solicitor
 - Propose to continue the Retention Agreement for the Borough Code Enforcement Officer

- Borough Committee Assignments
 - Street Committee*
 - Budget & Finance*
 - Health and Safety (*note name change from Health & Sanitation*) (*no citizen*)
 - Community and Park* (*note name change from Community Improvement & Park*)
 - Personnel
 - Building & Zoning - *TBD determine at a future meeting*
 - *President note and call of action(s) for Committees*
 - Monthly meeting; determine 2024 meeting schedule; provide Report Out at Council meetings; and, initial priorities as assigned by Council President
 - *Propose Borough Resident Volunteer Participation on Borough Committees**

- Borough Building Meeting Room reconfiguration

- Propose to secure the services of Keystone Payroll

- Discuss clerical office support

- Discuss change from QuickBooks Desktop to QuickBooks Online

REPORTS

- **Borough Administrative Reports:**
 - Code Enforcement

 - Solicitor

 - Mayor
 - Borough street parking (ordinances and signage)
 - Ordinance for sidewalk snow removal
 - Thank you to State Police

- Fire & Police
 - Oversight Board
 - Fire Chief

Borough Committee Reports:

- Street Committee - *nothing to report*
- Budget & Finance Committee - *nothing to report*
- Health & Sanitation Committee - *nothing to report*
- Building & Zoning Committee - *nothing to report*
- Community Improvement & Park - *nothing to report*
- Personnel Committee - *nothing to report*

OLD BUSINESS

- Railroad Street bridge - easement update

MAIL - *nothing to report at this time*

APPOINTMENTS

- Sewer Authority - open position
- Zoning & Hearing Board - *open position(s) to be discussed at a later date*

PUBLIC COMMENT

Members of the public are invited to voice any concerns or problems with a five minute per person time limit.

ADJOURNMENT

EXECUTIVE SESSION