

MINUTES OF THE BOROUGH OF MONTOURSVILLE

January 18, 2016

Council President, Mr. Moyer announced that an executive session of the Personnel Committee took place prior to the Council meeting to discuss the individual Department Heads along with other employees relative to the current ongoing human resource project.

The regular meeting of the Montoursville Borough Council held in the Borough building was called to order by Council President Dave Moyer at 7:00 PM with the following answering roll call: Mark Tillson, Eric Greenway, Tina Kline, Christopher Lucas and Rosemary Holmes.

The Pledge of Allegiance was observed.

The minutes of the January 4, 2016 were approved on a motion by Mr. Lucas, second by Mr. Greenway. The motion carried.

VISITORS AND PUBLIC COMMENT – Fire Chief, Scott Konkle gave a brief recap for 2015 noting 807 EMS calls and 326 Fire/Accident calls.

Council President, Mr. Moyer asked for any public comment regarding the Subdivision-Lot Consolidation –Hanson/Airport. There were no public comments at this time.

SUBDIVISION - LOT CONSOLIDATION – Hanson – Airport – Lot Addition-Subdivision Plan – Parcel #34-351-127 – Zoning Administrator, Mr. David Hines reviewed the Hanson –Airport Subdivision-Lot Consolidation for compliance with the Borough’s Zoning Ordinance and offer the following comments: The property is located in the Airport Business (AB) Zoning District; the proposed use is an accessory structure for the Airport use; the existing use of the property is conforming. He stated the Planning Commission reviewed the subdivision on January, 6, 2016 and made a positive recommendation for approval; the plan, as presented, complies with the Borough’s Zoning Ordinance; the plan was found to be in compliance with the Borough’s Subdivision and Land Development Ordinance. He stated the plan, as presented, appears to be in order and ready for approval. WMAA Director, Mr. Tom Hart reviewed and discussed the Airport’s request.

Motion by Mr. Greenway to approve the Hanson – Airport Lot Subdivision- Lot Consolidation for Parcel #34-351-127, second by Mr. Lucas. The motion carried.

Council President, Mr. Moyer asked for any public comment regarding any of the agenda items. There were no public comments at this time.

NEW BUSINESS –

CHANGE ORDER #3 – Broad St Water Main Replacement – JAO BRADLEY - \$57,871.90 – Street/Water Commissioner, Mr. Smith explained the change order, noting that the extra costs were due to the overages from issues that arose during the project.

Motion by Mr. Lucas to approve Change Order #3 Broad St Water Main Replacement project in the amount of \$57,871.90 second by Mrs. Kline. Mayor Dorin questioned Street/Water Commissioner, Mr. Smith questioning if the Larson Design Group inspector hired for the project inspected the change orders. Street/Water Commissioner, Mr. Smith stated yes the inspector hired was onsite and inspected the change orders. Mayor Dorin questioned if the inspector signed off on the change orders. Street/Water Commissioner, Mr. Smith stated that the inspector does not sign off on the change orders; he signs off on the work performed on the change orders. Mayor Dorin questioned if the change orders were part of the originally contracted price. Council President, Mr. Moyer explained that amount of the contract changed due to a line relocation, several other lines that were not where they had been projected to be, a line extension on Jordan Avenue for PennDot, along with some other issues were the reasons for the additional costs. Street/Water Commissioner, Mr. Smith explained the

original contract price was \$761,390.00 with the additional change orders added the final contract price was \$930,761.00 needed. Council President, Mr. Moyer noted that the contract allows for these additional costs to be added to the original contract price. Council member, Mr. Lucas noted that the engineer's original estimated project cost was \$1.2 million; with change orders it is still below the engineer's estimate. The motion carried.

PAYMENT APPLICATION #4 - FINAL – BROAD ST WATER MAIN REPLACEMENT – JAO BRADLEY - \$58,555.04 –

Motion by Mrs. Kline to approve the Payment application #4/Final payment for the Broad St Water Main Replacement project to JAO Bradley in the amount of \$58,555.04, second by Mr. Greenway. Council member, Mr. Tillson questioned if the issue with Lycoming Physical Therapy had been rectified. Street/Water Commissioner, Mr. Smith stated that it had been noting that they had stated they will be having a contractor make the repair. Council member, Mr. Tillson stated his concern was with liability in the future. Street/Water Commissioner, Mr. Smith explained the way the contractor had proposed to make the repair. The motion carried. Council member, Mr. Tillson questioned if the final payment had been made to Charles Construction. Street/Water Commissioner, Mr. Smith stated that it had been made. Council member, Mr. Tillson questioned the guarantee on the project. Street/Water Commissioner, Mr. Smith stated he was not sure but believes the contract states one year. Council member, Mrs. Holmes questioned if the \$57,871.90 change order was inclusive of the \$58,555.04 payment. It was noted that it was. The motion carried.

RESOLUTION 2016-02 – DCNR GRANT – POND RESTORATION & NATURE TRAIL – SIGNATORY AUTHORIZATION - SECRETARY/TREASURER – The Borough Secretary explained the initial DCNR Grant application did not have a resolution and required signatory supplied; DCNR contacted the Borough Secretary and requested the resolution with the signatory approval.

Motion by Mr. Lucas to approve Resolution 2016-02, DCNR Grant, Pond Restoration & Nature Trail, Signatory Authorization, Secretary/Treasurer, second by Mrs. Kline. The motion carried.

APPOINTMENT – VACANCY BOARD CHAIR – ROBERT BROWN – Council President, Mr. Moyer explained Mr. Brown volunteered for the vacant position after the previous council meeting.

Motion by Mrs. Kline to approve the appointment of Mr. Robert Brown as the Vacancy Board Chair, second by Mr. Greenway. The motion carried.

CHECK SIGNATORIES – Council President, Mr. Moyer explained the previous Council had three Council members have signatory approval, himself, Mr. Shearer and Mrs. Holmes along with the Borough Secretary/Treasurer since Mr. Shearer's passing there had not been a third Council member approved. He explained Council member, Mrs. Kline graciously volunteered.

Motion by Mr. Greenway to approve Dave Moyer, Rosemary Holmes, Tina Kline and Secretary/Treasurer, Ginny Gardner as signatories for all bank accounts, second by Mr. Lucas. The motion carried.

2016 ENGINEERING RETAINER AGREEMENT – LARSON DESIGN GROUP –

Motion by Mrs. Holmes to approve 2016 Engineering Retainer Agreement with Larson Design Group, second by Mr. Lucas. The motion carried.

PLANNING & ZONING – Planning Commission January Meeting Minutes were reviewed.

RECREATION – Council member, Mr. Lucas stated the Recreation Board meeting is tomorrow evening.

STREETS/WATER – Street/Water Commissioner, Mr. Ron Smith gave an update on the current projects; removing dead trees in the park and on Mill Street; PPL/Penn Line will be removing approximately 10 dead trees on Mill Street with no cost to the Borough; equipment maintenance and repair; coal patching; minor building repairs; Welcome sign and Borough

building bulb replacement; Weaver Street six inch water line repair; fire hydrant repair; Washington Street water service line hooked up and Cherry Street water service line replaced. He explained that he had been notified by DEP, they will be doing a full inspection of the water system on January 28th. He stated 755 meters have been installed to date. Council member, Mr. Lucas questioned Street/Water Commissioner, Mr. Smith regarding the prior issues with the bike path and the erosion due to the Loyalsock Creek and if there were plans to repair it. Street/Water Commissioner, Mr. Smith explained meetings took place with PennDOT, PADEP and Federal Highway Administration with the outcome that it was PennDOT's responsibility; PennDOT responded stating they had no intentions of repairing it at this time. Council member, Mr. Lucas questioned at what time the Borough would step in and make the repair. Street/Water Commissioner, Mr. Smith stated if the time comes that the bike path becomes eroded, it would be closed down. Council member, Mr. Tillson questioned the use of riprap for the repair. Street/Water Commissioner, Mr. Smith stated it would be quite costly, noting that the State and Federal Highway Administration stated they have no intentions on repairing until it starts washing into the tow of the highway. Council member, Mr. Lucas stated he does not want to lose the bike path. Council President, Mr. Moyer explained that he attended the meeting coordinated by Borough Engineer, Todd Pysker regarding the erosion of the bike path noting that all entities came to the same conclusion. He stated due to the flooding of the Loyalsock Creek, Street/Water Commissioner, Mr. Smith had discussed with DEP, putting the creek back to where it had originally flowed. He explained DEP stated that it could not be done as there cannot be a biological disturbance. The next meeting which had all entities attending, the discussion had been about if there had been any monies available, unfortunately there isn't any available. It was suggested for PennDOT, in order to protect Interstate 180, to install rip rap; they would not. Council President, Mr. Moyer suggested a cost analysis be completed to determine if it would be cheaper for the Borough to install rip rap or move the bike path. Council member, Mr. Tillson questioned if the bike path can be rerouted and could the large pieces of concrete located near the brush pile be used as rip rap. Street/Water Commissioner, Mr. Smith explained that it might be very difficult to use the concrete pieces. It was suggested that he investigate if they could be used. Council President, Mr. Moyer suggested it might be cheaper to relocate the bike path to the other side of Interstate 180. A discussion regarding eligibility to receive monies from other government sources for the repair of the bike path took place. Council member, Mr. Tillson questioned Mayor Dorin if there were grants available to move the bike path into the park via the Parks Master Plan. Mayor Dorin stated he is not sure as it was not part of the original plan but could look into it; maybe another phase. Council member, Mr. Lucas questioned if the County had any monies available. He explained he would prefer not to use grant monies established through the Park Master Plan as there are many phases already established that are in need of monies. Council member, Mr. Tillson explained he was questioning if there were additional grant monies; not the grants already applied for. Council member, Mr. Lucas explained he understands, however other phases that have already been established will also need to apply for grants and there is only so many grants available. He stated he still however does not want to lose the bike path. Street/Water Commissioner, Mr. Smith explained over several years the Loyalsock Creek's path has changed considerably. He stated with the right amount of ice buildup, the creek will be pushed into the corn field which will be lost. It is just a matter of time. He explained how the Loyalsock Creek will be changing its course. He stated any repairs that will be made to the bike path will only be a band aid; it will eventually all be gone, it is a matter of time. He noted that one entity at the meeting had suggested putting in diverters and would be checking to see if there were any monies available, if there were, they would be getting back to the borough. Street/Water Commissioner, Mr. Smith stated no one has gotten back to him. A discussion took place regarding the timeline until the water is in the park and how it impacts and changes the floodplain. It was noted that the park would not flood as Interstate 180 would stop it from flooding. A discussion took place regarding previous flooding events and the bike path.

MAYOR – Mayor Dorin stated the Christmas tree lights on the tree at old Sylvania plant will be removed on Friday. He stated at the previous meeting he had mentioned a light being out on the Welcome sign at the Superior facility noting it is still out. Street/Water Commissioner, Mr. Smith stated it had been replaced along with six other lights the very next day. Mayor Dorin stated he had noticed a water tanker pulling water at the hydrant at the pool area and was wondering why he was not getting water from the automated site. Street/Water Commissioner, Mr. Smith stated currently one local bulk water customer requires chlorinated water; the current DEP permit is being amended to allow for the hydrant to be used for chlorinated water requests and will be metered. Street/Water Commissioner, Mr. Smith stated once the minor amendment to the DEP permit is

approved a new hydrant will be installed near the pits with a meter and backflow preventer, designated for bulk water only. Mayor Dorin stated he is happy that the honor system will finally be stopped with the use of a meter. Council member, Mr. Tillson questioned the costs. Street/Water Commissioner, Mr. Smith stated the only cost would be for a new back flow preventer that is required by DEP approximately costing \$1200.00. Council member, Mr. Tillson questioned what that customer is charged for water. It was noted \$8.00 per thousand gallons and hauls up to six thousand gallons per tanker generating between \$40.00 and \$48.00 per tanker load.

POLIC CHIEF – Chief Gyurina discussed the purchase of the new police vehicle that had been budgeted. He stated he had received updated quotes from the COSTAR approved dealer for a 2014, 2015 and 2016 Dodge Chargers and immediately emailed his request for the 2014. Unfortunately it was already purchased, so he requested the 2015 which would be under the current budgeted amount by \$1200.00. He explained he had already paid for the equipment needed to be installed in the inside of the vehicle; the only costs beside the vehicle would be for the stickers at an approximate cost of \$400.00 – \$450.00. Council member, Mr. Tillson questioned if he was correct in thinking that the cost difference between a 2015 and a 2016 is \$1200.00. Chief Gyurina stated that it was the cost savings is calculated off the budget, the 2016's are \$26,800.00 versus the 2015's at \$24,300.00. He also explained the light bar needed some new clear plastic which will be installed. Council President, Mr. Moyer requested Chief Gyurina's acknowledgement that he will still be under his 2016 budgeted amount. Chief Gyurina stated that he was. Council member, Mr. Lucas questioned Chief Gyurina regarding his hiring of a new officer. Council President, Mr. Moyer stated he had planned on explaining as the Chairman of the Civil Service Commission that there are three candidates' names on the current list, two candidates immediately turned down the position; the third candidate initially stated he was interested but then changed his mind. He stated unfortunately the new list certified to go into effect on January 14th, 2016 had only one candidates name on it; two people had been tested. One candidate did not complete his credentials within the allotted time so the current list has one candidates name on it and that candidate happens to be the same candidate who had turned down the position on the previously approved list. He reiterated the current certified list by the Civil Service Commission has one candidates name on it and has been posted. The current listed candidate is not interested in the position. The Civil Service Commission had been contacted and according to Civil Service regulations another test must be given as soon as possible. He stated the first day of the advertisement was today, stating that Montoursville will be hiring an additional police officer. Hopefully being the advertisement states we will be hiring an additional officer, rather than just maintaining a civil service list, we will attract additional applicants. The closing date will be two weeks from today, once completed and all paperwork is completed and reviewed by Chief Gyurina, tests will be ordered and administered. Once the test results have been returned, corrected by the test producer, the applicants with a satisfactory score will be contacted and scheduled for the oral interviews conducted and scored by Chief Gyurina and a Chief from another department, scores will be added up and reports will be generated; from the reports the list is produced. The Personnel Committee will review the candidates on the list and make a recommendation to hire. Chief Gyurina stated additional to the newspaper advertisements, the ad had been placed on the Facebook page. He had also contacted Mansfield University. Council President, Mr. Moyer stated the ad had also been placed in two other newspapers along with the Sun Gazette,

COUNCILPERSONS – Nothing at this time.

SOLICITOR – Nothing at this time.

COUNCIL PRESIDENT – Council President, Mr. Moyer explained the previous Council advertised their committee meetings if needed take place prior to the Council meeting at 6:15PM. If the current council would like to continue this schedule, it must be advertised.

Motion by Mr. Lucas to advertise that committee meetings will take place if needed prior to the Council meetings at 6:15PM, second by Mr. Tillson. The motion carried.

PENDING MATTERS – Nothing at this time.

COORESPONDENCE AND ANNOUNCEMENTS – The next regular Council meeting will be Monday, February 1st, 2016 at 7:00 PM.

VISITOR AND PUBLIC COMMENTS – None at this time.

There being no further business the meeting was adjourned at 7:53 pm on a motion by Mr. Lucas, second by Mr. Tillson and carried.

Respectfully submitted,

Ginny Gardner, Borough Secretary