

MINUTES OF THE BOROUGH OF MONTOURSVILLE

January 2, 2018

The Reorganization Meeting of the Montoursville Borough Council was called to order by Mayor Stephen Bagwell at 7:00 PM, with the following answering roll call: Mark Tillson, Ted Haines, Tina Kline, Eric Greenway, Christopher Lucas and Robert Brown.

The Pledge of Allegiance was observed.

**COUNCIL PRESIDENT** – Mayor Bagwell called for nominations for Council President. It was moved by Mrs. Kline to nominate Mr. Greenway for Council President. Mayor Bagwell called for additional nominations, hearing none, Mayor Bagwell closed the nominations. Mayor Bagwell requested a vote for nominee, Mr. Greenway. The motion carried.

Yeas	Nays
Mark Tillson	
Christopher Lucas	
Ted Haines	
Tina Kline	
Robert Brown	
Eric Greenway	

**COUNCIL VICE PRESIDENT** – Mayor Bagwell called for nominations for Council Vice President. It was moved by Mr. Tillson to nominate Mrs. Kline for Council Vice President. It was moved by Mrs. Kline to nominate Mr. Lucas for Council Vice President. It was moved by Mrs. Kline to nominate Mr. Brown for Council Vice President. Mayor Bagwell called for additional nominations, hearing none, Mayor Bagwell closed the nominations. Mayor Bagwell requested a roll call vote for nominee, Mrs. Kline. The roll call vote is as follows:

Yeas	Nays
Mark Tillson	
	Ted Haines
	Tina Kline
Christopher Lucas	
Eric Greenway	
	Robert Brown

Mayor Bagwell requested a roll call vote for nominee, Christopher Lucas. The roll call vote is as follows:

Yeas	Nays
Mark Tillson	
Ted Haines	
Tina Kline	
Christopher Lucas	
Eric Greenway	

Mayor Bagwell stated that Council member, Mr. Lucas had won by majority vote and will be Council Vice President. Mayor Bagwell turned the gavel over to Mr. Greenway as Council President.

**COUNCIL PRESIDENT PRO TEM** – Council President, Mr. Greenway requested nominations for the Council President Pro Tem.

It was moved by Mr. Lucas to nominate Mrs. Kline for Council President Pro Tem. Council President, Mr. Greenway called for additional nominations. It was moved by Mrs. Kline to nominate Mr. Brown for Council President Pro Tem. Council President Mr. Greenway called for additional nominations, hearing none, Council President, Mr. Greenway requested a roll call vote for nominee, Mrs. Kline. The roll call vote is as follows:

Yeas	Nays
Mark Tillson	
Ted Haines	
Tina Kline	
Robert Brown	
Eric Greenway	

Council President, Mr. Greenway stated that Council member, Mrs. Kline had won by majority vote and will be Council President Pro Tem.

**APPOINTMENT - VACANCY BOARD CHAIR –**

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

**REAPPOINTMENTS/APPOINTMENTS –** Council President, Mr. Greenway reviewed the various vacancies on several boards and commissions.

**Motion** by Mr. Greenway to approve the reappointments/appointments of Secretary/Treasurer/Open Records Officer– Ginny Gardner, Borough Solicitor – McCormick Law Firm, Borough Engineer – Pysher & Associates and Levine Engineering, LLC, Zoning Hearing Board – George Casella, Property Maintenance Board of Appeals – Steve Rush, Nicole Greenway and Dan Heitsenrether, Recreation Board – Richard Hannan, Civil Service Commission – David Rolley, noting the following positions being vacant: 5-year term on the Recreation Board, 4-year term on the Planning Commission, 2-year term on the Memorial Gardens Committee, Wellhead Protection and Lycoming County Sewer and Water Authority and Library Liaison, second by Mr. Haines. Council member Mr. Lucas expressed concern with replacement of the Borough water engineer. Council President, Mr. Greenway explained there is the ability to keep the current water engineer and add another firm. Council President, Mr. Greenway amended his motion to include Larson Design Group as a Borough Engineer, second by Mrs. Kline. The motion carried.

The minutes of the December 4, 2017 meeting were approved on a motion by Mr. Lucas, second by Mr. Brown. The motion carried.

**VISITORS AND PUBLIC COMMENT –** Nothing at this time.

**TREASURERS REPORT –** December 2017 was reviewed.

**NEW BUSINESS –**

**RESOLUTION 2018-01 – AUTHORIZING APPOINTMENT OF LST TAX COLLECTOR –**

**Motion** by Mr. Lucas to authorize appointment Ginny Gardner as the LST Tax Collector, second by Mr. Brown. The motion carried.

**RESOLUTION 2018-02 – APPOINTMENT OF POWER AND AUTHORITY TO COLLECT COUNTY AND BOROUGH TAXES TO COUNTY OF LYCOMING AND REAL ESTATE TAX COLLECTION RENEWAL AGREEMENT/LYCOMING COUNTY –** It was explained the fee has increased from \$1.00 to \$1.50 per bill.

**Motion** by Mr. Brown to appoint power and authority to collect county and borough taxes to County of Lycoming and approve the Real Estate Tax collection Renewal Agreement/Lycoming County, second by Mr. Haines. The motion carried.

**PAYMENT APPLICATION # 2 – INDIAN PARK NATURE TRAIL – JOHN CLAAR EXCAVATING – \$19,685.60 -**

It was explained there will be one more payment; however, the project is under budget. It is being investigated on how to best use the additional monies with the possibility of the purchase of an aeration system or additional benches.

**Motion** by Mr. Lucas to approve the Indian Park Nature Trail Project Payment Application # 2 in the amount of \$19,685.60 to John Claar Excavating, second by Mr. Greenway. The motion carried.

**AMERICAN FIDELITY – SECTION 125 PLAN – FLEXIBLE SPENDING ACCOUNT** – A benefit provided to Borough Employees'; the IRS increased the limit from \$2,600.00 to \$2,650.00 and approval of a Record Keeper for online signatures.

**Motion** by Mrs. Kline to approve American Fidelity, Section 125 Plan Flexible Spending Account, increasing the limit to \$2,650.00 and approval of a Record Keeper, second by Mr. Greenway. The motion carried.

**PLANNING & ZONING** – Central Keystone COG December Report was reviewed by council.

**RECREATION** – Council member, Mr. Lucas reviewed and explained Event Permit 2018-7.

**Motion** by Mr. Lucas to approve Event Permit 2018-7, second by Mrs. Kline. The motion carried.

**STREETS/WATER** – Nothing at this time.

**MAYOR** –Mayor Bagwell thanked Secretary/Treasurer, Ginny Gardner and Chief Gyurina for helping him with direction. He also thanked previous Mayor, John Dorin. He stated residents living on Jordan Avenue believe there should be odd/even snow plowing schedule due to lack of parking. He also noted the brush pile continues to be a concern with residents.

**POLICE CHIEF** – Chief Gyurina gave report to Council noting the department was pretty steady during the holiday season. He requested Council's permission to hire another part-time officer, noting the department currently has three part-time officers but they are not always available. Council President, Mr. Greenway stated there is a line item for part-time officers and approval will be needed once a candidate has been chosen. Council member, Mr. Tillson questioned the year-end police budget. A discussion and explanation regarding budget wage overages took place. Council President, Mr. Greenway questioned how often the Police department is going ECO. Chief Gyurina stated approximately 15 shifts in 2017 and noted he does not like going ECO. Council discussed how often the Borough is on ECO. Council member, Mr. Tillson questioned the availability of part-time officers. Chief Gyurina explained due to other employment their availability is limited. Council member, Mr. Tillson questioned if ECO was utilized more in 2016 than 2017. Chief Gyurina stated believes ECO was used more in 2017. Council gave permission for Chief Gyurina to hire an additional part-time officer with the condition of staying within budget.

**COUNCIL PERSONS** – Nothing at this time.

**SOLICITOR** – Nothing at this time.

**COUNCIL PRESIDENT** – Nothing at this time.

**CORRESPONDENCE AND ANNOUNCEMENTS** –

The next regular council meeting will be Monday, February 5, 2018 at 7:00 PM.

**VISITOR AND PUBLIC COMMENTS** – Borough Resident, Carrie Staron commented on the frequency of Police calls to Walmart noting the expense to handle these calls. She requested council to contact Walmart requesting a donation to offset the costs to the Police Department. She also noted the Borough pays the City bus to come to Montoursville. She stated many of those riders visit Walmart. Council member, Ted Haines questioned Chief Gyurina what percentage of Police activity is related to Walmart for the year. Chief Gyurina stated Walmart is approximately 30%. He also believes that Walmart pays an additional fee for the bus. It was noted that the Borough contributes to the bus; however, it has not been confirmed that Walmart does. Council member, Mrs. Kline commented if there is a possibility of eliminating the Walmart bus stop. She continued stating if Walmart would like the stop at their location they should pay City bus for that stop. Council President,

Mr. Greenway stated if the Borough does not contribute to City bus, it won't come to Montoursville. He noted there are other locations used as stops enabling employees to get to work and consumers to get to other businesses within the Borough. Chief Gyurina explained the process addressing calls at Walmart. He stated not all calls are time consuming, while other types of calls can take hours. He did note the fines get paid back to the Borough. He also noted that Walmart has made donations to the police department. Council member, Mr. Brown questioned the revenue the Borough receives from fines from Walmart. It was noted the Borough received in 2017 approximately \$12,000.00 for court fines and an additional \$17,500.00 from district magistrates.

There being no further business the meeting was adjourned at 7:42 PM on a motion by Mr. Lucas, seconded by Mr. Brown and carried.

Respectfully submitted,

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Ginny Gardner, Borough Secretary