

# MINUTES OF THE BOROUGH OF MONTOURSVILLE

January 7, 2019

The regular meeting of the Montoursville Borough Council held in the Borough building was called to order by Council President Eric Greenway at 7:00 PM with the following answering roll call: Mark Tillson, Ted Haines, Tina Kline, Eric Greenway, Chris Lucas and Robert Brown.

The Pledge of Allegiance was observed.

The December 3, 2018 minutes were approved on a motion by Mr. Brown, second by Mrs. Kline. The motion carried.

**VISITORS/PUBLIC COMMENT ON AGENDA ITEMS** – Nothing at this time.

**TREASURERS REPORT** – **Motion** by Mr. Lucas to approve the treasurer's report and the Borough bills for December 2018, second by Mr. Haines. The motion carried.

## **REAPPOINTMENTS/APPOINTMENTS:**

SECRETARY/TREASURER/OPEN RECORDS OFFICER/LST TAX COLLECTOR - Ginny Gardner

STREETS/WATER PROJECT COORDINATOR – Cliff Hoffman

BOROUGH SOLICITOR - McCormick Law Firm

BOROUGH ENGINEER - Pysher & Associates

Larson Design Group

Levine Engineering, LLC

ZONING HEARING BOARD –3 year term, expires January 1, 2022 – Dr. Steven Rush

PROPERTY MAINTENANCE BOARD OF APPEALS – 1 year term, expires December 31, 2019 – Dr. Steven Rush

RECREATION BOARD – 5 year term, expires January 1, 2024 – Marian Harris

5 year term, expires January 1, 2024 – Bob Dunne

PLANNING COMMISSION - 4 year term, expires January 1, 2023 – Chris Reed

**Motion** by Mr. Lucas to approve reappointments/appointments as presented, second by Mr. Brown. The motion carried.

## **NEW BUSINESS –**

**2019 ENGINEERING RETAINER AGREEMENT** - Larson Design Group – Council President, Mr. Greenway, presented the 2019 Engineering Retainer Agreement for review.

**Motion** by Mrs. Kline to approve 2019 Engineering Retainer Agreement with Larson Design Group, second by Mr. Greenway. The motion carried.

**FEE SCHEDULE AMENDMENT – SEO SERVICES/JAMI NOLAN** – Council President, Mr. Greenway presented the Fee Schedule Amendment for SEO Services/Jami Nolan for review.

**Motion** by Mr. Brown to approve SEO Services/Jami Nolan amended Fee Schedule as presented, second by Mr. Greenway. The motion carried.

**PURCHASE AERATION SYSTEM AND INSTALLATION FOR INDIAN PARK POND** – Council President, Mr. Greenway, presented the costs for the aeration system and its installation. Council member, Mr. Lucas stated Borough Secretary/Treasurer, Ginny Gardner and Recreation Board member, Dave Walters' dedication and efforts made it possible to utilize monies from grant funding to purchase the aeration system. Indian Park Pond will benefit from the system as it will improve the pond's oxygen levels extending the lifespan of fish and other wildlife.

**Motion** by Mr. Lucas to approve the purchase of an aeration system and installation for the Indian Park Pond from Natural WaterScapes in the amount of \$10,899.00, Lecce Electric in the amount of \$6,019.22 and PPL in the amount of \$1900.00, second by Mr. Haines. The motion carried.

**PURCHASE & INSTALLATION – BUYERS STAINLESS STEEL UTG SPREADER with TAILGATE SPILL SHIELD**– Council President Mr. Greenway, presented a proposal for the purchase and installation of a Buyers Stainless Steel UTG Spreader with tailgate spill shield. Street & Water Project Coordinator, Cliff Hoffman, explained the purchase will be used on one of the Non-CDL salt trucks. It was noted the item was budgeted, however the cost is slightly over last year’s quote by approximately \$150.00.

**Motion** by Mr. Greenway to approve the purchase and installation of a Buyers Stainless Steel UTG Spreader with a tailgate spill shield from Bradco Supply Co in the amount of \$3,330.00, seconded by Mrs. Kline. The motion carried.

**EMPLOYMENT – 1/17/19 – EXECUTIVE ASSISTANT/CLERK – LISA LOVELESS –**

**Motion** by Mr. Lucas to approve the full-time employment of Lisa Loveless as the Executive Assistant/Clerk with the starting date of January 17, 2019, second by Mr. Brown. The motion carried.

**PLANNING & ZONING** – Central Keystone COG December 2018 Reports.

**RECREATION** – Nothing at this time.

**STREETS/WATER** – Street/Water Project Coordinator, Cliff Hoffman reviewed the December report noting Well #2 is operating without issues.

**MAYOR** – Mayor Bagwell mentioned this year’s holiday light contest was successful. He reported the event had positive media coverage and the residents enjoyed it. He explained it was significantly less burdensome on the police secretary this year than previous years.

**POLICE CHIEF** – Chief Gyurina reviewed the December police report. Following his report he shared that he and Officer Bentley participated in a holiday charity event that benefited families facing financial hardship during the holiday season. The event was a coordinated effort with a local church receiving grant dollars, Target and area police departments.

**COUNCIL PERSONS** – Council member, Mr. Brown stated the Civil Service Commission had their annual meeting this morning as required by Borough Code, Title 8. He explained the commission certified a new list that will be effective January 14, 2019 through January 14, 2020 with the current list expiring on January 13, 2019.

**SOLICITOR** – Nothing at this time.

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

**PENDING MATTERS** – Nothing at this time.

**CORRESPONDENCE AND ANNOUNCEMENTS** – The next regular Council meeting will be held Monday, February 4, 2019 at 7:00 PM.

**VISITOR AND PUBLIC COMMENTS** - None.

There being no further business the meeting was adjourned at 7:21 PM on a motion by Mrs. Kline, second by Mr. Haines and carried.

Respectfully submitted,

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Ginny Gardner, Borough Secretary