

MINUTES OF THE BOROUGH OF MONTOURSVILLE

January 9, 2017

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, Chris Lucas and Rosemary Holmes.

The Pledge of Allegiance was observed.

Council President, Mr. Moyer announced that the Personnel Committee held an executive session prior to the meeting to discuss personnel issues.

The minutes of the December 5, 2016 were approved on a motion by Mr. Greenway, second by Mrs. Kline. The motion carried.

VISITORS /PUBLIC COMMENT ON AGENDA ITEMS – nothing at this time

TREASURERS REPORT – December 2016 was reviewed.

REAPPOINTMENTS/APPOINTMENTS:

SECRETARY/TREASURER/OPEN RECORDS OFFICER– Ginny Gardner

STREETS/WATER COMMISSIONER – Ronald Smith

BOROUGH SOLICITOR – McNerney, Page, Vanderlin & Hall

BOROUGH ENGINEER – Pysher & Associates

Larson Design Group

ZONING HEARING BOARD – 3 year term, expires January 1st, 2020 – Dr. Tim Strein

ZONING HEARING BOARD ALTERNATE – 3 year term, expires January 1st, 2019 – Daniel Heitzenrather

PROPERTY MAINTENANCE BOARD OF APPEALS – 1 year term, expires December 31st, 2017 – Steve Rush

RECREATION BOARD – 5 year term, expires January 1st, 2022 – Ronald Hess

PLANNING COMMISSION – 4 year term, expires January 1st, 2021 – Tony Salvatori

4 year term, expires January 1st, 2021 – Nevin Smith

Motion by Mrs. Holmes to approve the reappointments/appointments of Secretary/Treasurer/Open Records Officer– Ginny Gardner, Streets/Water Commissioner – Ronald Smith, Borough Solicitor – McNerney, Page, Vanderlin & Hall, Borough Engineer – Pysher & Associates and Larson Design Group , Zoning Hearing Board – Dr. Tim Strein, Zoning Hearing Board Alternate – Dan Heitzenrather, Property Maintenance Board of Appeals – Steve Rush, Recreation Board – Ronald Hess, Planning Commission – Tony Salvatori and Nevin Smith, Second By Mr. Lucas. The motion carried.

NEW BUSINESS –

RESOLUTION 2017-01 – AUTHORIZING THE APPOINTMENT OF THE LST TAX COLLECTOR –

Motion by Mrs. Kline to approve Resolution 2017-01 authorizing the appointment of Ginny Gardner as the LST Tax Collector, second by Mr. Greenway. The motion carried.

RESOLUTION 2017-02 – AUTHORIZING THE APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO CENTRAL KEYSTONE COG –

Motion by Mr. Greenway to approve Resolution 2017-02 appointing Rosemary Holmes as Primary Representative and David Moyer as Alternate Representative to the Central Keystone Council of Governments, second by Mrs. Kline. The motion carried.

2017 ENGINEERING RETAINER AGREEMENT – LARSON DESIGN GROUP –

Motion by Mr. Greenway to approve Larson Design Groups 2017 Engineering Retainer Agreement, second by Mr. Lucas. The motion carried.

EMPLOYMENT – PART TIME POLICE OFFICER – ERIC WINTERS –

Motion by Mrs. Holmes to authorize the hiring of Eric Winters as a Part time Police Officer, second by Mr. Greenway. Mayor Dorin explained the Mr. Winters had been interviewed at length by he and Chief Gyurina and support the hiring of Mr. Winters. Council member, Mr. Tillson questioned if this position has been budgeted. Chief Gyurina explained the budgeted dollar amount for part time officers has not changed; this is just adding to the number of part time officer's available to work. He noted that Mr. Winter's is a certified police officer and has his own business; he is not looking for full time employment and will require minimal training. Chief Gyurina also explained whether he has four or five part time officers is irrelevant to the budgeted part time officer wages line item as it depends on how often they work. He stated this part time officer's wages will be included in the budgeted line item figure. Chief Gyurina discussed anticipated part time officer's resignations. The motion carried. At this time, Mayor Dorin swore in newly hired part time Officer Eric Winters.

BOROUGH OF MONTOURSVILLE PERSONNEL POLICY MANUAL – Chairperson of the Personnel Committee, Mrs. Kline stated over the past year the Personnel committee has been working on updating the Borough Personnel Policy Manual, which had not been updated since 1985. She stated a lot has changed and it needed to brought up to 2017 standards. It has been reviewed by all council members and has been recommended for approval by the Personnel Committee.

Motion by Mrs. Kline to approve and implement the Borough of Montoursville Personnel Policy Manual second by Mr. Lucas. Council President, Mr. Moyer commented it is an addition to this personnel manual that had not been available before; federal and state law change regarding employment and personnel which is one of the issues regarding the manual from 1985, a lot of things had been mandated that were required to be included but were not. There wasn't any ways to make changes but to add a paper to the back of the manual which tends to become a convoluted document. The construction of the new policy manual makes it easier to update and make changes as needed. The motion carried.

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

RECREATION – Nothing at this time.

STREETS/WATER – Street/Water Commissioner, Mr. Ron Smith reviewed the Street/Water report which included completing 100 loads of leaves being picked up, ordering parts for the clock on Broad St. that is not working, installing a new calcium chloride pump at the maintenance shop and removal of the Christmas lights. He explained he was providing service hours for community service workers. He stated the water meters installed to date are 1347; 7 meters are needed to be installed to complete meter installation in Ward 1 and bulk water pumped for December was 514,169 gallons. Council president, Mr. Moyer commented on the Bulk Water station, noting that the anticipated payback for the cost to construct the station would take approximately four years but 1 year later, it was 62% paid off. He noted the borough owes council member Mr. Tillson a "thank you" as the Streets and Water Chairperson for accomplishing this project.

MAYOR – Mayor Dorin reviewed the December 2016 Police report. He commented that the police are doing a great job and if anyone has a complaint to contact him or the Chief to investigate.

POLICE CHIEF – Chief Gyurina gave report to Council. He reported it was a normal holiday season and that also utilized a community service worker.

COUNCILPERSONS – Nothing at this time.

SOLICITOR – Solicitor, Randy Sees thanked Council for the confidence they have shown for he and is firm by their reappointment.

COUNCIL PRESIDENT – Nothing at this time.

PENDING MATTERS – Nothing at this time.

CORRESPONDENCE AND ANNOUNCEMENTS – The next regular Council meeting will be held Monday, January 23rd, 2017 at 7:00 PM. 18:44

VISITOR AND PUBLIC COMMENTS – Resident, Mrs. Donna Ponegrate, and 437 Cherry St. made comment regarding a home at the corner of Montour and Weldon Sts., which had an attached carport filled with junk. Mayor Dorin explained the owner had moved from a smaller home and was aware of the issue; she would be getting it cleaned up... It was noted that it would be sent to the property maintenance inspector to check into. Resident, Mrs. Betty Farley, 1303 Spruce St. questioned the policy for reserving and renting a pavilion. Her understanding of the policy is that no pavilions can be rented prior to January 1 or the first business day of the new year. She stated that when Leary Platt came into reserve a pavilion on that first business day, the pavilion he requested was already rented and he was the third person in line. It was explained that an event permit, that requested the use of the pavilion had been submitted by the 4-H which would be presented for approval at the January Recreation Board meeting. The event is a 5K run and an event of this nature takes months of planning. If the event would get approved by the Recreation Board it would then come to the next Borough Council meeting for approval, which at that time the pavilion could be reserved by another party, which would cause the event to be changed or cancelled. It also was noted that in the past a conflict occurred for the Fall Festival where prior to their Event permit being approved, pavilions located where the fireworks are discharged, were rented. The pavilion renters were required to move. Resident, Mrs. Sally Kiessling explained for as long as she can remember the policy was that no pavilion will be rented prior to the first business day of the new year. It was noted the conflict seems to be between individual pavilion rentals and event permit pavilion rentals. Mrs. Farley stated she felt it was a double standard. Mayor Dorin discussed the issue and agreed noting that he felt Montoursville residents should get precedence before outside events get scheduled. Council member, Mr. Greenway explained the difference between a pavilion rental and event permit pavilion rental. Council member, Mr. Lucas continued to explain the lengthy process that is required of planning an event. He also stated that Indian Park is a regional park and received funding from state and federal agencies for that purpose. Mayor Dorin agreed but feels Montoursville residents should receive precedent and after the first business day of the new year open it up to the rest of the public. Council member, Mr. Tillson questioned the definition of an event regarding the amount of people. It was noted the definition of an event would be any event with 50 or more people in attendance. Council member Mr. Tillson then questioned Mrs. Farley on the amount of people attending their event. She stated approximately 60 people. Council member, Mr. Tillson stated that Mrs. Farley should apply for an event permit. It was noted there is no more cost to apply for an event permit which comes with a pavilion; it is just the time required for the approval process. It was also noted for any event there is a requirement of liability insurance. Council member, Mr. Lucas questioned the time of the 4H 5K event. At this time, it was explained that the borough office reached out to 4-H to see if they were able to move to a different pavilion; they kindly agreed to move to Pavilion 4 and a phone call was placed to Mr. Leary Platt to offer Pavilion 5 for his use. Everyone was accommodated. Council President, Mr. Moyer stated the Recreation Committee needs to work out some sort of solution regarding reserving pavilions and event permits; eventually making a recommendation to council. Recreation Committee Chairperson, Mr. Lucas requested a Recreation Committee meeting at 6:15 prior to the next council meeting on January 23, 2017.

There being no further business the meeting was adjourned at 7:37 pm on a motion by Mrs. Kline, second by Mr. Greenway and carried.

Respectfully submitted,