

# MINUTES OF THE BOROUGH OF MONTOURSVILLE

October 7, 2019

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

The Pledge of Allegiance was observed.

The September 9, 2019 minutes were approved on a motion by Mr. Haines, second by Mr. Greenway. The motion carried.

**VISITORS AND PUBLIC COMMENT** – None

**TREASURERS REPORT** – Motion by Mr. Brown to approve September 2019 treasurer's report, second by Mrs. Kline. The motion carried.

**PUBLIC HEARING:** None

**NEW BUSINESS** –

**CHANGE ORDER #6 – 2018 STREET IMPROVEMENT PROJECT** –

**Motion** by Mr. Greenway to approve Change Order #6 for the 2018 Street Improvement Project to HRI, Inc. in the amount of \$12,654.71, second by Mrs. Kline. The motion carried.

**PAYMENT APPLICATION #3 – 2018 STREET IMPROVEMENT PROJECT** –

**Motion** by Mr. Greenway to approve Payment Application #3 for the 2018 Street Improvement Project to HRI, Inc. in the amount of \$14,230.45, second by Mr. Haines. The motion carried.

**CERTIFICATE OF COMPLETION - 2018 CDBG CURB RAMP PROJECT** – Council President, Mr. Greenway presented a Certificate of Completion regarding the 2018 CDBG Curb Ramp.

**Motion** by Mr. Brown to approve the Certificate of Completion to HRI, Inc. for the 2018 Curb Ramp Project, second by Mr. Haines. The motion carried.

**PPL RIGHT OF WAY – POOL ROAD** – Council President, Mr. Greenway presented a right of way request submitted by PPL.

**Motion** by Mr. Greenway to approve the PPL Right of Way for Pool Road as presented, second by Mrs. Kline. The motion carried.

**FEMA BUYOUT GRANT – APPLICATION CONSIDERATION** – Council President, Mr. Greenway reviewed a letter from Lycoming County requesting consideration for application for a potential Flood Mitigation Assistant Program Buyout Grant. It was explained Lycoming County is observing to submit a grant application that will include an application for 10 to 12 homes within the entire county which have had repetitive loss. The county provided a list of 6 properties located in the Borough. It was further explained, even though the properties are listed, there remains no guarantee they will be eligible for the buyout. The approval is needed for Lycoming County to move forward with the application process.

**Motion** by Mr. Greenway to approve to participate in a Flood Mitigation Assistant Program Buyout Grant Application, second by Mr. Brown. The motion carried.

**PROPOSED WELCOME SIGN MODIFICATION** - Council President, Mr. Greenway reviewed and discussed the requested Welcome sign modifications located on Broad Street at Superior Plus. It was shared Broad Street is a highway regulated by the Highway Beautification Act. The regulation requirements state that signs located along the Broad Street

corridor must acquire a permit from PennDOT and be renewed annually; both Welcome signs are required to be permitted and any sign located on the Welcome sign additionally requires a permit. All signs located on the Welcome sign are required to provide proof of their status as a non-profit. Currently, the Welcome sign located on Broad Street at the Cemetery has received a permit along with 14 nonprofits signs at that location. There are few nonprofits signs still awaiting approval. Unfortunately, the Welcome sign located on Broad Street at Superior Plus is required to be modified in order to receive a permit from PennDOT.

**Motion** by Mr. Greenway to approve the modification request for the Broad Street Welcome Sign located at Superior Plus, second by Mrs. Kline. The motion carried.

## **PLANNING & ZONING** – Central Keystone COG September 2019 Reports.

**STREETS/WATER** – Street and Water Project Coordinator, Mr. Cliff Hoffman reported weather pending leaf collection will begin on Thursday, October 10<sup>th</sup>. He stated this year he is requesting residents to place their leaves between the curb and sidewalk which differs from the previous year's location request. He explained placing leaves in the street causes problems with collection; he will have the Borough employees rake them into the street during their collection. Street and Water Project Coordinator, Mr. Cliff Hoffman shared a thank you letter of appreciation received from a resident regarding a water leak acknowledging the Borough employee's quick response over a holiday. Council member, Mr. Tillson, questioned the status of the Streetscape enforcement and its definition in regarding the Broad Street Business District. Council President, Mr. Greenway addressed his inquiry, stating the Borough currently has an ordinance allowing the enforcement of property maintenance, if any violation occurs within the Borough it will be addressed as outlined in the ordinance. He continued stating any future discussion beyond this would require an executive session to discuss legal issues at the end of the meeting.

**MAYOR** – Mayor Bagwell stated that during a previous meeting, Council member, Mr. Tillson commented regarding the current water rates noting the Borough rates do not cover the costs of production. He inquired if the Borough anticipates a water rate increase. Council President, Mr. Greenway responded stating multiple studies had been conducted. The results from those studies reflect the cost to the Borough for the production of 1,000 gallons of water vs what is charged to the customer; based upon that information it would align with what Council member, Mr. Tillson had previously reported. Council President, Mr. Greenway noted before any final decision, the Street & Water Committee will meet to review and discuss the supporting documents, and eventually present options and recommendations to Council. Council member, Mr. Tillson commented stating at the present time the Street & Water Committee currently has a difference of opinion with determining the best option for introducing a water rate change. Council member, Mrs. Kline recommended the Street & Water Committee present the options and recommendation to Council at the next meeting. She further stated she does not sit on the Street & Water Committee, however, the issue needs to be addressed. Council President, Mr. Greenway was in full agreement and requested the Street & Water Committee to schedule a meeting and bring forth their options for Council's review. Council member, Mr. Tillson questioned the topic of discussion for the special meeting scheduled for October 21<sup>st</sup>, 2019. Council President, Mr. Greenway stated the agenda topic has to do with the Montour Street Extension project which may include lighting and streetscape relating to the project. He did note it will be a Council meeting, therefore items may be added. Mayor Bagwell questioned grant funding; asking if the Borough is actively seeking and obtaining all possible grants. Council member, Mr. Tillson additionally questioned if the Borough has a Grant Committee; stating the reason for his inquiry noting the Borough recently purchased a Vac truck in the amount of \$90,000. He continued stating Old Lycoming Township received a grant for a truck essentially acquiring it for free. In addition, he continued noting Loyalsock Township and Williamsport are having park additions whereas the Borough does not appear to be making much advancement with improvements to our park. He further commented Borough Council had previously approved new job descriptions with the hiring of the Street & Water Project Coordinator to alleviate some responsibilities for the Borough Secretary/Treasurer. He wanted to make certain Borough Council is not failing to notice other areas needed. Council President, Mr. Greenway addressed Council member, Mr. Tillson's inquiries stating the purchase of the \$90,000 Vac truck was to take advantage of the Borough's ability to provide an abundance of water needed to utilize the truck whereas Old Lycoming Township did not. Old Lycoming Township applied for a grant for the purchase that would cover the cost of a Vac truck which recycles water; we were not in the market for that type of truck. Regarding the park, Council President, Mr. Greenway stated the Borough recently closed out a grant for Phase I of Park's

Master plan including the Pond Restoration and Nature Trail and has plans to apply for another grant for Phase II of the Park's Master Plan which will include a new playground and new pervious surfaces for the basketball and tennis courts. Council President, Mr. Greenway explained the Borough is currently reviewing and applying for multiple grants in addition to the park improvements including grant applications for traffic signal replacements as well as a small water/sewer grant. Council President, Mr. Greenway welcomed the opportunity for individuals to send him an email with regards to grant opportunities. Mayor Bagwell commented that it appears the Borough is applying for all the grants it possibly can at this time.

**POLICE CHIEF** – Chief Gyurina reviewed the September police report.

**COUNCIL PERSONS** – Council member, Mrs. Kline thanked Mayor Bagwell for his participation in promoting the Borough and its various community events through his photos of the Fall Festival and multiple activities taking place at the Montoursville Area School District.

**SOLICITOR** – Nothing at this time.

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

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

**CORRESPONDENCE AND ANNOUNCEMENTS** – A Special Council meeting will be held Monday, October 21, 2019 at 7:00 PM. The next regular Council meeting will be held Tuesday, November 12, 2019 at 7:00 PM and Halloween will be held Thursday, October 31, 2019 between the hours of 6:00 PM – 8:00 PM

**VISITOR AND PUBLIC COMMENTS** – Resident, Donna Ponegrate, 437 Cherry Street commented that various newspapers are reporting on area Police Departments combining and questioned the feasibility as an option for Montoursville Borough. Council President, Mr. Greenway replied stating at this time the Borough will be taking a wait and see approach on how the need for services progress. Chief Gyurina shared presently agencies are seeking cost information to compare sharing services vs establishing a police department. Owner, Gary Smith - Smith Jewelers, Broad Street commented with regards to the Broad Street streetscape, noting at the time he was President of the local Chamber of Commerce and worked with Mayor Dorin with the initiation of the streetscape. He explained part of his duties was to sell the beatification idea to the store owners on Broad Street. He stated some of the opposition was the loss of sidewalk space. Pavers and trees were put in place with the understanding that maintenance would be done by the Borough. He spoke as a business owner who conducts work globally and is having issues with one of the trees pushing up a sidewalk, blocking out light to the second story of his property. He inquired if he could remove the tree and expressed the importance of the streetscape maintenance on Broad Street.

Council President, Mr. Greenway announced an executive session will be held immediately following this meeting to discuss legal matters and Council will not be reconvening.

There being no further business the meeting was adjourned at 7:40 PM on a motion by Mr. Greenway, second by Mrs. Kline. The motion carried.

Respectfully submitted,

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Ginny Gardner, Borough Secretary