

MINUTES OF THE BOROUGH OF MONTOURSVILLE

December 1, 2014

The regular meeting of the Montoursville Borough Council was called to order by Council President Rosemary Holmes at 7:00 PM, with the following answering roll call: Mark Tillson, Dennis Holt, Don King, David Moyer and Christopher Lucas. The Pledge of Allegiance was observed.

The minutes of the November 10, 2014 were approved on a motion by Mr. Holt, second by Mr. Moyer. The motion carried.

VISITORS AND PUBLIC COMMENT – Mayor Dorin presented a Certificate of Recognition to VIP, Mr. Ron Beach for his extensive time putting a plan together locating and plotting plaques and trees along John Hazel Drive in Indian Park. VIP, Mr. Beach explained to Council that he had located and plotted 123 plaques. He noted that he could not locate 5 or 6 plaques. He stated that several trees should be removed due to disease. Mr. Beach stated that all the VIP's should be recognized; Mayor Dorin and Council agreed. Mayor Dorin suggested that the plan be implemented into the Park Master Plan. Council member, Mr. Lucas requested Mr. Beach to put together a list of things needed to be done in the park so that Council can support some of those items. Mayor Dorin explained how replacement of trees took place in the past.

TREASURERS REPORT – **Motion** by Mr. King to approve the Treasurer's Report and the Borough bills for November 2014 and approval to pay \$1266.30 - Legal Services for Broad Street Waterline project and \$172.34 for Wells#4 & #5 to McNerney, Page, Vanderlin and Hall; \$10,736.70- Broad Street Waterline to Larson Design Group; \$4,970.26 – Well#2 completion to ICEA Solutions, second by Mr. Holt. The motion carried.

NEW BUSINESS –

WELL #4 & #5 ELECTRICAL UPGRADE PROJECT/NOTICE OF AWARD – award to Lecce Electric, Inc. in the amount of \$71, 736.00

Motion by Mr. Holt to award Well #4 & #5 Electrical Upgrade Project contract in the amount of \$71,736.00 to Lecce Electric Inc., second by Mr. Moyer. Council member, Mr. Holt questioned Street/Water Commissioner, Mr. Smith if the total project cost was \$115,000.00. Street/Water Commissioner, Mr. Smith stated that it was. Council member, Mr. Holt explained that the engineer's estimate was \$145,000.00 so there was a savings with this project. A discussion took place regarding PPL and the work that they would be doing on the project. Council member, Mr. Moyer suggested to try to get the project completed by the end of the year. The motion carried.

AUTOMATED BULK WATER STORAGE PROJECT -

Motion by Mr. Tillson to approve and authorize advertisement requesting bids for the Automated Bulk Water Storage Project once the engineering has been completed, second by Mr. Lucas. The motion carried.

CONSULTING SERVICES FOR MS4'S CBPRP– Michael Baker, Jr. - \$ 4,813.63 – Council member, Mr. Moyer explained that many municipalities are running into trouble trying to handle things on their own regarding their MS4 permits. MS4 coalition has decided to go out and seek a consulting engineer that has experience doing these permits and dealing with the EPA and DEP. Council member, Mr. Moyer warned Council that there are things coming down the pike that we will have to accept which will cost money. He stated that the cost for the consulting engineer was divided among 8 of the coalition members. It did not include Duboistown or South Williamsport as their deadline to submit their permits were prior to the other 8 coalition members. Street/Water Commissioner, Mr. Smith stated that Lauren Robinson, Lycoming County MS4 Coordinator will be handling putting all the information together and once it is complete, will be sending a copy for our office records.

Motion by Mr. Holt authorize Council President, Mrs. Holmes to sign the invoice approving the hiring of Michael Baker, Jr. Consulting Services for the MS4's CBPRP, second by Mr. Moyer. The motion carried.

AUTHORIZATION TO ADVERTISE ORDINANCE 464 – Tax Levy Ordinance

Motion by Mr. Moyer to authorize advertisement of Ordinance 464, second by Mr. King. The motion carried.

AUTHORIZATION TO ADVERTISE 2015 BUDGET - Council member, Mr. Holt reviewed the proposed 2015 General Revenue Budget - \$2,019,000.00; 2015 Water Revenue Budget - \$1,700,000.00 and the 2015 Highway Aid Budget -

\$492,000.00. He noted the General Revenue Funds are used for the operating expenses of the Borough; some which include building a pavilion, purchase a backhoe and roller, a new roof on the municipal building and maintenance on the other buildings. The Water Revenue Funds will be used for a the proposed Automated Bulk Water Station, the purchase of new water meters and several other proposed projects. The Highway Aid Revenue fund will be used for a paving project. He noted the budget is balanced and will be available for public inspection for 10 days. Council member, Mr. Lucas stated in order for this proposed budget to be balanced it includes a LST tax increase and a change in the scheduling to purchase a police vehicle. A lengthy discussion took place regarding purchasing police vehicles and use of the police vehicles and maintenance of the police vehicles. Council member, Mr. Lucas stated he would like the purchase of a new police vehicle to be reconsidered in the budget. Council discussed the proposed backhoe and roller purchase.

Motion by Mr. Holt to authorize advertisement of the proposed 2015 Budget, second by Mr. King. Council member, Mr. Lucas requested a roll call vote. The vote was as follows:

<u>Yeas</u>	<u>Nays</u>
Mark Tillson	
Dennis Holt	
Don King	
Rosemary Holmes	
	Dave Moyer
	Chris Lucas

The motion carried.

RESOLUTION 2014-13 - Authorization to appoint LST Tax Collector, Ginny Gardner –

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

ORDINANCE 461- Amending “Earned Income Net Profit Tax Ordinance to Comport with Act 32 of 2008 – The Borough Secretary explained the proposed ordinance.

Motion by Mr. Moyer to adopt ORDINANCE 461, Amending “Earned Income Net Profit Tax Ordinance to Comport with Act 32 of 2008, second by Mr. Holt. The motion carried.

ORDINANCE 462 – Amending Chapter 25 “Pensions”- Montoursville Police Pension and Borough of Montoursville Nonuniformed Employees Pension – redefining spouse –

Motion by Mr. Moyer to adopt ORDINANCE 462 – Amending Chapter 25 “Pensions”- Montoursville Police Pension and Borough of Montoursville Nonuniformed Employees Pension – redefining spouse, second by Mr. Lucas. The motion carried.

ORDINANCE 463 – Local Service Tax Amendment – Council President, Mrs. Holmes explained the Local Service Tax will be increased to \$52.00 for any person employed in Montoursville Borough.

Motion by Mr. King to adopt ORDINANCE 463, Local Service Tax Amendment, second by Mr. Holt. Council member, Mr. Lucas requested a roll call vote. The vote was as follows:

<u>Yeas</u>	<u>Nays</u>
Mark Tillson	
Dennis Holt	
Don King	
Rosemary Holmes	
Dave Moyer	
	Chris Lucas

The motion carried.

Council member, Mr. Holt questioned the proposed Police Intern Agreement with Lock Haven University. Police Chief Gyurina explained the agreement is for credits for criminal justice majors attending Lock Haven University in the spring semester; 3 credits and 120 hours. He stated that he believes the student must provide a report to the college to receive the credits. Council member, Mr. Moyer noted that these kind of agreements have been done in the past. Council member, Mr. Holt noted he was not against such an agreement, he wanted clarification. Mayor Dorin stated that the agreement had already been reviewed by the Solicitor and he was not made aware of the agreement prior to the Solicitor's review. He did state he would support the agreement however he would like to resolve some issues with the agreement with the Chief. Council agreed to discuss the agreement in the future after Mayor Dorin has approved it.

PLANNING & ZONING – Central Keystone COG Reports November 2014 were reviewed. The Borough Secretary explained that the requested excel reports were completed and the sidewalk sheet was presented.

RECREATION – November Minutes were reviewed by Council member, Mr. Lucas.

Event Permits: 2015-02 Montoursville Kiwanis Club Fall Festival, September 25 -26, 2015

Motion by Mr. Lucas to approve Event Permit 2015-02 Montoursville Kiwanis Club Fall Festival, September 25 -26, 2015, also amending their permit with an alternate rain date, September 27, 2015, second by Mr. Moyer. Council member, Mr. Holt introduced Mr. Drew Boyles, Vice President of the Kiwanis Club. The motion carried.

STREETS/WATER –Street/Water Commissioner, Mr. Smith reviewed the Water Projects Status Report with council, which included the Well # 2 EPA Discharge Approval, Well # 3 Detention Piping Project, Well #3 Bulk Water Loading Station , Electrical Improvements at Wells #4 & # 5 and the Broad Street Water Main Replacement. He noted that 76 loads of leaves have been picked up to date, Christmas lights have been installed, and bulk water pumped over 6,750,000 gallons to date.

MAYOR – Mayor Dorin reviewed the November Police Report with council. He stated Lycoming Sullivan Counties Boroughs Association will be submitting a resolution on behalf of the Borough's that are members of the Lycoming Sullivan Counties Borough Association to PSAB so that they may lobby on their behalf regarding the issues related to MS4 communities. Mayor Dorin stated that the Christmas tree is lit however it has a section of lights located on the east side that are not working; he noted Council member, Mr. Tillson has been working on it. Council and the Mayor discussed at length the lights, their age and the possibility in the future to purchase LED lights for the tree. Council agreed that Mayor Dorin should get a price for replacement LED lights for the Christmas tree. Mayor Dorin informed Council members, that the VIP's requested to build a wreath to replace the star that had been hanging at Pavilion 4. He noted the cost of \$254.00 would be expensed to the Christmas tree lighting line item as a thank you for the VIP's help inspecting the Christmas tree lights.

POLICE CHIEF – Chief Gyurina updated Council on the ATM burglary at Muncy Bank & Trust; the charges filed were weapons of mass destruction by Deputy Chief Bentley. He noted Deputy Chief Bentley did a lot of investigation on the case. Chief Gyurina reminded residents, with the upcoming seasonal weather, to remember to move your vehicles from the street prior to the snowplow coming through as the police department follows the plow truck and will issue tickets for noncompliance. He also reminded with the Christmas season at hand, residents need to lock their car doors and hide personal items like purses etc. in the trunk of your vehicle.

COUNCILPERSONS – Council member, Mr. Lucas reminded residents to support the local vendors by coming out to Old Tyme Christmas taking place December 5th and 6th. Council member, Mr. Holt requested an update on the demolition of 333 Mulberry St. Solicitor, Randy Sees explained under the code the owner has to have the opportunity to fix it up. He noted that the property owner never received notice of the original violation. Solicitor, Randy Sees stated he was given the 30 days to comply from the original notice of violation. Council President, Mrs. Holmes stated when she had spoken to the property owner he stated he would be cleaning it out and his plan is to renovate the structure. She noted that the codes official stated

that as long as good progress is being shown he will be okay. Council member, Mr. Holt questioned if the demolition process is still proceeding. The Borough Secretary noted it depends on the progress of the property cleanup and that he physically signed for the hand delivered notice. Council member, Mr. Holt noted we should have an update on the progress by the January meeting. A discussion regarding the timeline of the payment of the December 2014 bills took place; noting that the bills can be approved to be paid through the end of December. Council member, Mr. Holt requested the Revenue fund balances prior to the end of the year so that Council can decide what to do with any surpluses.

SOLICITOR – Nothing at this time.

PENDING MATTERS – Nothing at this time.

CORESPONDENCE AND ANNOUNCEMENTS – Next Council meeting will be Monday, December 15th, 2014 at 7:00 PM.

VISITORS AND PUBLIC COMMENTS – Resident, Mrs. Tina Kline, 1009 Tule Street noted that the last minutes posted on the Borough website were from the September 8th meeting and from the last correspondence with the Borough Secretary it was noted that the Web host was having issues; Mrs. Kline questioned if those issues have been resolved. The Borough Secretary explained that she had received an email from the Web host noting that they were still having issues with their site. She noted she thought it was working as of date but due to her computer's hard drive being damaged she could not check; hopefully everything will be up and running within the week. Mrs. Kline questioned if the minutes could be put on the Borough's Facebook page. The Borough Secretary stated she could look into it; however at any time she could send the minutes via email. It was noted that there is no cost for the Borough Website. Council member, Mr. Lucas questioned if it had ever been looked into having LCAT televise the meetings. The Borough Secretary noted that she was under the impression that the LCAT was not to be used for those purposes. Council member, Mr. Lucas noted that Williamsport does. Mayor Dorin agreed with the Borough Secretary and that Williamsport is under different circumstances. Council member, Mr. Lucas stated as an LCAT board member, he feels it could be done and will investigate if council would like the meetings to be televised. Council member, Mr. Holt questioned that there was no dollars expended to the seal coat line item in the 2015 Budget. It was noted that \$30,000.00 was to be expensed to the PUC line item for seal coating. A discussion took place regarding tracking the 2015 PUC expense. A discussion regarding the status of the Park Master Plan took place. Council member, Mr. Holt questioned if Brian Auman should be requested to attend the next meeting. Council member, Mr. Lucas noted that he is to come to the Recreation Board prior so that they can review and give recommendation to Council at their next meeting. Council member, Mr. Tillson questioned if the Plan will have details or will it just have recommendations. Council discussed tree placement in the park, the expectations of the Master Plan once it has been completed, phases, anticipated phase costs, capital fund raising and grants. Council agreed to have Brian Auman attend the next Recreation Board meeting and attend the following Council meeting. The Borough Secretary is to review the contract and scope of work to confirm whether grant application is part of the scope of work. Council member, Mr. Lucas stated he will contact Recreation Board Chairman, Mr. Ron Hess to see if he could schedule a meeting for the month of December. Council member, Mr. Lucas noted that he would also like to contact the group of students, who emailed him, interested in a project. Mayor Dorin noted he had also received an email from some students. Council member, Mr. Lucas and Mayor Dorin discussed the students; noting that they had emailed the students but the students had not responded to either party. Council discussed anticipated quotes for playground equipment from Playworld. Council member, Mr. Holt noted that the Preliminary FIRM maps are located in the Council Chambers for 30 day public review. Council agreed to have notices put on the Borough website and Facebook page stating there is a 30 day review & comment period for the Preliminary FIRM Maps that are located at the Borough office. It was noted that it had been advertised in the Sun Gazette. There being no further business the meeting was adjourned at 8:45 pm on a motion by Mr. Moyer, second by Mr. Holt and carried.

Respectfully submitted,