

## MINUTES OF THE BOROUGH OF MONTOURSVILLE

December 15, 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 December 1, 2014 were approved on a motion by Mr. Moyer, second by Mr. Holt. The motion carried.

**VISITORS AND PUBLIC COMMENT** – Mr. Brian Auman/BSA Landscaping distributed a handout that updated council on the Park Master Plan. He stated the draft report and plan will be put on his website for council to review and comment. He noted that once council has reviewed and commented he will submit it to the large study group for their review. Council discussed at length the Park priorities, possible need for a coordinator or consultant, grant applications, and partnering with other entities. Council member, Mr. Lucas agreed to sit down with Mr. Auman, review his roadmap and gather interested parties to try to put together a committee to implement the road map. Resident, Mr. Robert Brown, 1201 Cherry St., made comment regarding Council voting on the 2015 Budget and the raising of the LST tax from \$26.00 to \$52.00; he reviewed Act 7 of 2007 which restricts the use of the tax and use of 25% of the tax for emergency services. He noted that the 2015 proposed police and fire and ems services budgets had been decreased. He stated that in his opinion council is either violating Act 7 of 2007 or shifting funds in order to meet the requirements of Act 7 of 2007; he feels council should explain to the public and feels it is unethical. Council member, Mr. Holt questioned Solicitor, Randy Sees if the Borough is in violation of Act 7 of 2007. Solicitor, Randy Sees stated only if the services that Act 7 of 2007 restricts are less than the LST tax revenues and as he believes those expenses exceed the tax revenue. Council member, Mr. Holt noted that he does not feel the Borough is in violation. Council discussed the LST Tax, its appropriate use and the 2015 proposed budget. Council member, Mr. Lucas noted that the criteria has been met however it looks negatively. He noted that Council must remember that we have been voted into office to do what the people we represent voted us to do; not a voice for ourselves. Council member, Mr. Tillson stated that council is trying to do the best they can to balance the budget and we got elected to be transparent, if we don't increase the LST tax we will have to increase the millage to balance the budget.

**TREASURERS REPORT** – **Motion** by Mr. King to approve the Treasurer's Report and the Borough bills through December 2014 and approval to pay \$3,700.00 – Appraisal services for Broad Street Waterline project to Girio Agency ; \$342.50- Well # 3 detention piping; \$7,113.23 – Electrical Feasibility Wells 4 & 5; \$ 2,077.00 Broad Street Waterline; \$4920.00 – Bulk Water Final Design to Larson Design Group; \$4,970.26 – Well#2 completion to ICEA Solutions; Highway budget reallocation of \$ 29,450.79 to PUC expenses: \$1,170.74 from 01-439-640 to 01-430-317; \$1,205.50 from 01-438-390 to 01-430-317; \$3,242.93 from 01-438-380 to 01-430-317; \$8,427.99 from 01-438-370 to 01-430-317; \$4,384.30 from 01-433-210 to 01-430-317; \$11,019.33 from 01-432-200 to 01-430-317, second by Mr. Holt. The motion carried.

**NEW BUSINESS** –

**ORDINANCE #464 – Tax Levy Ordinance** – Council President, Mrs. Holmes noted that there is no intended tax increase and maintains the current real estate tax rate at 3.0 mils.

**Motion** by Mr. Moyer to approve Ordinance #464, Tax Levy, second by Mr. Holt. The motion carried.

**2015 MEETING SCHEDULE NOTICE** – Council President, Mrs. Holmes reviewed and explained the meeting schedule. **Motion** by Mr. Lucas to approve the 2015 Meeting Schedule Notice, second by Mr. Holt. Council member, Mr. Holt suggested a second meeting a month with an earlier start time so that the department heads do not have to spend two evenings a month attending meetings. Council member, Mr. Moyer agreed and noted it would cut down on the department heads comp time. It was suggested for the future a 4:00 meeting. The motion carried.

**MONTOURSVILLE BOROUGH PERSONNEL 2015 WAGES** –

**Motion** by Mr. Moyer to approve the Montoursville Borough personnel 2015 wage increases for individuals not represented by a collective bargaining unit, second by Mr. Lucas. Council member, Mr. Holt stated if he is voting on the whole package he will have to vote no because he has some concerns. The vote ended in a 3 – 3 tie. Mayor Dorin questioned if the

Personnel Committee had done evaluations. Council member, Mr. Moyer stated that due to the Personnel Policy and job descriptions not being updated, they had not been done. He stated that proposals have been received and will be reviewed from companies to update the policy and job descriptions. He noted that it would not be fair to evaluate an employee on an outdated job description or withhold an increase wage because of that; we are dealing with human beings. He stated the increase in wages were put in the budget. Council member, Mr. Lucas questioned if the wage increases based on performance, inflation or because this is what was done in the past. It was noted that it was what had been done in the past. Council member, Mr. Moyer noted not all wage increases have been done that way as there are two agreements that stipulate the wages that had been done by prior council's. Council member, Mr. Lucas agreed with Council member, Mr. Holt's concerns however he does not feel it is fair to change the rules at this late stage of the game. Council member, Mr. Moyer stated his vision for the future would be to have a goal merited wage increase. Council member, Mr. Lucas agree with Council member, Mr. Moyer future ideas however notice should be given. Council member, Mr. Holt noted the contracts for the Chief and Deputy Chief of Police are not to have benefits or raises based on the union contract included in them and wants them corrected; he also agreed with Council member, Mr. Lucas and Mr. Moyer on updating the Personnel Policy and Job Descriptions. He stated that salaries need to be capped as it is becoming a budgeting issue; things need to be straightened out next year. Mayor Dorin stated that the wages are included in the budget however he has concerns that he will put in writing and decide within ten days. Council member, Mr. Tillson stated that he voted no because the way raises are given; someone may be worthy of more than the standard raise. Council member, Mr. Tillson requested a new vote. Council member, Mr. King noted he would vote yes again however concurs with Personnel Committee. Council President, Mrs. Rosemary Holmes agreed that the Personnel Policy, Job Descriptions and automatic raises needs to be looked at. Council member, Mr. Moyer stated his goal is to be able to sit down in June with each employee and go over the changes for 2015. Solicitor, Randy Sees was questioned on how to proceed; he recommended Council President, Mrs. Holmes to request a recount. Council President, Mrs. Holmes requested a voice vote again. The motion passed.

**INTERNSHIP AGREEMENT – LOCK HAVEN UNIVERSITY** – Mayor Dorin stated that he and Chief of Police Gyurina reviewed the agreement. Mayor Dorin wanted to insure that, with Chief Gyurina's overload, he was willing to accept the agreements requirements, which he was. Mayor Dorin will be overseeing along with the Chief Gyurina to insure that it is properly being take care of.

**Motion** by Mr. Lucas to authorize the necessary signatures approving the Internship Agreement with Lock Haven University, second by Mr. Moyer. Council member, Mr. Moyer questioned Mayor Dorin is he approving of the Internship Agreement. Mayor Dorin stated that he was. Council member, Mr. Holt noted that he is aware of another student who will be also interning at the police department; noting individuals underfoot sometimes creates challenging situations. The motion carried.

#### **2015 BUDGET -.**

**Motion** by Mr. Holt to approve and adopt 2015 Budget, second by Mr. King. Council member, Mr. King requested clarification from Solicitor, Randy Sees regarding resident, Mr. Brown statement on the LST Tax. Solicitor, Randy Sees stated as long as the LST tax is less than it spends on the permitted uses and is used specifically on those permitted uses, he does not see any issues. The vote ended in a 3- 3 tie. Mayor Dorin voted yea. The motion carried. Council discussed the LST Tax and 2015 Budget.

**PLANNING & ZONING** – Central Keystone COG Update was reviewed. Council member, Mr. Holt reviewed Willing Hand Hose variance request for a cell tower, subdivision request from Hutchinson East, 1050 Broad Street and Montoursville School Districts sketch plans.

**RECREATION** – Nothing at this time.

**STREETS/WATER** –Street/Water Commissioner, Mr. Smith reviewed his report to council, which included completion of leaf pick up; 86 loads of leaves have been picked this year, completed installing the Christmas lights, and he will be attending

a meeting regarding the Ridge Trail on December 18, in Lock Haven. A discussion took place regarding the proposed PENNDOT road closure in Armstrong Township. Street/Water Commissioner, Mr. Smith stated that 216 water meters have been installed to date; Bulk Water pumped to date 6,361,435 gallons and gave update on the Broad Street waterline replacement project.

**MAYOR** – Mayor Dorin stated the December CBA meeting has been cancelled; next meeting January 21<sup>st</sup>, 2015 speaker Representative Jeff Wheeland.

**POLICE CHIEF** – Deputy Chief, Bentley updated Council on a national threat against Police Departments; trying to take over their websites. A discussion regarding a Police Facebook posting took place which lead to a discussion regarding solicitation permits and the legality of background checks for solicitation.

**COUNCILPERSONS** – Council member, Mr. Holt noted that in the future the Borough needs to figure out how to get rid of the mulch at the brush pile.

**SOLICITOR** – Nothing at this time.

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

**COORESPONDENCE AND ANNOUNCEMENTS** – Next Council meeting will be Monday, January 5, 2015 at 7:00 PM.

**VISITORS AND PUBLIC COMMENTS** –

There being no further business the meeting was adjourned at 8:55 pm on a motion by Mr. Holt, second by Mr. King and carried.

Respectfully submitted,

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Ginny Gardner, Borough Secretary