

MINUTES OF THE BOROUGH OF MONTOURSVILLE

December 4, 2017

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 Rosemary Holmes.

The Pledge of Allegiance was observed.

The November 13, 2017 minutes were approved on a motion by Mr. Lucas, second by Mrs. Kline. The motion carried.

VISITORS/PUBLIC COMMENT ON AGENDA ITEMS – Borough Resident, Donna Ponegrate, 437 Cherry St. requested an explanation of the 21' x 41' vinyl gable Ramada proposed purchase listed on the agenda. Council member, Mr. Lucas explained a pavilion had been damaged earlier in the year during a storm; it will be replaced with funds from the insurance. He continued stating it will be upgraded and purchased through a COSTAR dealer. Council member Mr. Lucas explained that funds will not coming out of our budget. Borough resident, Carrie Staron, Mulberry St. questioned the location for the replacement pavilion. Council member, Mr. Lucas responded it will be located at the site where Pavilion 6 had been located. Resident, Ms. Staron questioned the removal of trees at the pavilion location. Council President, Mr. Greenway responded some trees will be removed.

TREASURERS REPORT – **Motion** by Mrs. Kline to approve the treasurer's report and the Borough bills for November and through December 31, 2017, second by Mr. Lucas. The motion carried.

NEW BUSINESS –

RESOLUTION 2017-09 – PROHIBITING CATEGORY 4 CASINOS IN THE BOROUGH OF MONTOURSVILLE

Council member, Mr. Lucas explained the resolution must be passed and submitted by December 31, 2017. He continued stating in the future it can be reversed. Council member, Mr. Haines questioned the size of Category 4 Casinos. It was noted that Category 4 Casinos can hold 300 – 750 slot machines and up to 40 table games.

Motion by Mr. Lucas to approve Resolution 2017-09 Prohibiting Category 4 Casinos in the Borough of Montoursville, second by Mr. Haines. Council member, Mr. Tillson questioned if all gambling is put in the same category. Borough Solicitor, Randy Sees stated there are four categories; this resolution only applies to Category 4 Casinos. The motion carried.

RESOLUTION 2017-10 – ELIMINATING POLICE PAYMENTS INTO THE POLICE PENSION FUND FOR 2018

Motion by Mrs. Kline to approve Resolution 2017-10, Eliminating Police Payments into the Police Pension Fund for 2018, second by Mr. Lucas. The motion carried.

21' x 45' VINYL GABLE RAMADA – COSTARS - \$44,506.00 – Council President, Mr. Greenway explained.

Motion by Mr. Lucas to approve the purchase of a 21' x 45' vinyl gable Ramada through COSTAR's in the amount \$44,506.00, second by Mrs. Kline. Council member, Mr. Lucas questioned the approximate cost of the prior two pavilions built. It was noted the approximate cost to rebuild a pavilion is \$15,000.00 - \$20,000.00. Council member, Mr. Lucas explained the purchase noting insurance monies will be purchasing the pavilion. He noted it will be larger than the previous pavilion and will have a larger use fee, more comparable to Pavilion 5. The motion carried.

MULTIMODAL TRANSPORTATION FUND GRANT CONTRACT – Council President, Mr. Greenway explained the contract accepts the grant for the Mill Street project.

Motion by Mrs. Kline to approve the Multimodal Transportation Fund Grant contract, second by Mr. Haines. Council member, Mr. Lucas questioned if the grant requires a borough match. It was noted that the grant does require a borough match of \$172,000.00; however, liquid fuels money may be used for that match. The grant must be used within 3 years, therefore it will follow after the 2018 paving project of Arch Street and Loyalsock Avenue. The motion carried

CHIEF OF POLICE/DEPUTY CHIEF OF POLICE AGREEMENT– Council member, Mrs. Kline explained the Personnel Committee is finalizing the agreements and recommending extending the existing contracts with the anticipation of new agreements being completed in a timely fashion.

Motion by Mrs. Kline to approve the extension of the existing Chief of Police and Deputy Chief of Police agreements, second by Mr. Greenway. The motion carried.

EMPLOYMENT – 1/1/2018 – EXECUTIVE ASST/CLERK – SONYA HUTCHINSON – It was noted Sonya is doing a great job.

Motion by Mrs. Kline to approve the employment of Sonya Hutchinson as an Executive Assistant/Clerk with a starting wage of \$14.00 per hour starting January 1, 2018, second by Mr. Greenway. Council president, Eric Greenway explained this is not an additional position. Sonya has been filling a vacant position as a temporary employee. The motion carried.

MONTOURSVILLE BOROUGH PERSONNEL 2018 WAGES – Council member, Mrs. Kline reviewed the 2018 wages with the 2.5% increase.

Motion by Mrs. Kline to approve the Montoursville Borough Personnel 2018 Wages, second by Mr. Greenway. The motion carried.

2018 BUDGET – Council President, Mr. Greenway explained the 2018 Budget has been advertised and was available for public viewing since our prior meeting.

Motion by Mrs. Kline to approve 2018 Budget, second by Mr. Greenway. Council President, Mr. Greenway explained the 2018 Budget which includes .7 millage increase. He stated the Finance Committee was presented with a deficit coming into the 2018 Budget. The .7 millage increase will acquire an additional \$180,000.00 to the budget, along with reductions in spending, allows us to reserve approximately \$75,000.00 into a special reserve fund for the MS4 Project which is anticipated to be very costly. Council member, Mr. Haines questioned the starting deficit. Council member, Mr. Greenway explained increases in insurance costs of nine percent along with new contractual yearly wage increases are some of the reasons. Council member, Mrs. Kline stated the 2018 Budget is not anticipating the use of PUC money. Council President, Mr. Greenway agreed noting each year we receive less PUC money therefore it is difficult to anticipate. If we budget for what was received the previous year and receive less it throws off the budget. Mayor Dorin questioned the amount of Act 13 PUC money anticipated for 2018. It was noted it is unknown at this time, typically it will be announced sometime in 2018. Mayor Dorin questioned the amount received in 2017. It was noted the approximate amount received was \$74,000.00; the first year amount in 2011 received was \$114,000.00; every year since then the amount has decreased. A discussion regarding the deficit amount coming into the 2018 budget took place. Council member, Mr. Tillson questioned the 2018 budget and the PUC money. It was explained the PUC money has always been deposited into the general revenue fund and expended; however, in 2018 the PUC monies received into the general revenue fund and then put it into a savings account, the special capital improvement fund for our future MS4 expenses. Council President, Mr. Greenway stated no water monies are being used to balance the budget. Council member, Mr. Lucas, explained he voted no at the previous meeting for reasons that the .7 increase was a big jump; however, he does understand why it is needed as we have gone so many years without raising taxes. He continued stating if due diligence along with prudent moves were done when it was necessary we wouldn't be in this position where we are comping a shortage. Council member, Mr. Lucas stated the last several years ended with a spending freeze. He explained bulk water sales are not balancing the budget, it is being balanced based off income versus expenses. Council member, Mr. Lucas continued stating for the record, he is voting no, not because taxes are being raised but due to the large jump at once without enough notice to the tax payers. Council member, Mr. Tillson stated if services are being rendered it must be paid for giving example of the employment of six full-time police officers. Council member, Mr. Haines questioned the MS4 requirements as being three years out so the monies being put aside are in preparation for it. It was noted the MS4 requirements are in the early stages with the requirements of meeting a 10% reduction in sediment with high anticipated costs. Mayor Dorin questioned if there is an MS4 coordinator. It was noted that we have a MS4 Coordinator who is paid based upon time and expenses through our Borough Engineer, Todd Pysher. The MS4 requirements and who is affected by these requirements were discussed. It was noted that it will be very costly. Council President, Mr.

Greenway explained that we looked at multiple ways of handling the deficit of the 2018 Budget; essentially this is better in the long run as it gives the opportunity to implement what needs to be done now with the possibility to do some capital projects. Mayor Dorin questioned Council President, Mr. Greenway if the tax increase will sustain and prevent a future tax increase in the next five years. Council President, Mr. Greenway explained the 2018 Budget was based upon the increases in our concrete costs such as wages through the year 2021. The motion carried.

ORDINANCE #477 – TAX LEVY ORDINANCE – Council President, Mr. Greenway explained the ordinance is required to implement the .7 millage tax increase for the 2018 Budget.

Motion by Mrs. Kline to approve Ordinance #477, Tax Levy Ordinance, second by Mr. Greenway. The motion carried.

ORDINANCE #478 – ADOPT 2018 EDITION OF IMPC CODE – Council President, Mr. Greenway explained it is to update to the current code.

Motion by Mr. Lucas to approve Ordinance #478, adopting the 2018 Edition of IMPC Code, second by Mrs. Kline. The motion carried.

2018 MEETING SCHEDULE NOTICE – Council President, Mr. Greenway reviewed and explained the council meetings will be returning to one meeting per month for 2018.

Motion by Mr. Greenway to approve the 2018 Meeting Schedule Notice, second by Mr. Lucas. Council member, Mr. Lucas questioned if it would make more sense to leave the council meeting as is and then cancel they are not needed. It was stated the meeting notice is advertised in order to cancel you would need to advertise again and would not be cost effective. The motion carried.

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

RECREATION – Council member, Mr. Lucas reviewed and explained Event Permit 2018-06.

Motion by Mr. Lucas to approve Event Permit 2018-06, second by Mrs. Kline. The motion carried.

Council member, Mr. Lucas thanked Mayor Dorin for his time and efforts along with cooperation from the Police/Fire Departments and Hutchinson East for the 70th Anniversary of the Christmas tree lighting. He stated the MASD middle school band did an excellent job. He thanked the American Legion Post 104, Tony Dgien State Farm Agency and Best Line for their donations. He stated the Recreation board did a great job and he was blown away by the amount of people in attendance.

STREETS/WATER – Council member, Mr. Tillson reviewed November Street and Water Report. He explained the bulk water station had been paid off. Mayor Dorin questioned the status of the Broad Street water line project. It was noted that the project has been put on hold as PennDOT is planning to pave Montour Street and Loyalsock Avenue.

MAYOR – Mayor Dorin reviewed the November Police Report with Council. Mayor Dorin thanked the Recreation Board, Council members, along with Council members elect, who attended the Christmas tree lighting. Mayor Dorin explained money is being saved with the LED lights which makes Hutchinson East very happy since they pay the electric bill. He will continue to have a good relationship with Hutchinson East so the tree lighting will continue with the VIPs and Penn Line supporting it.

POLICE CHIEF – Police Chief Gyurina gave report to Council stating the department has been busy and surpassed the amount of calls received in 2016. He stated the department participated in a rove patrol on Thanksgiving Eve with one DUI issued. Chief Gyurina stated Mayor Dorin has been mayor for nine terms and has attended 470 council meetings; there is nobody who loves Montoursville Borough more than Mayor Dorin and he will be missed.

COUNCIL PERSONS – Council member, Mr. Tillson thanked Council member, Mrs. Holmes and Mayor Dorin for their service. Council member, Mrs. Holmes stated she appreciated Mayor Dorin stating he is one reason that she has been on council for four years. She stated there will be an open house in his honor at Our Lady of Lourdes on February 18, 2019 from noon until 4:00 PM. She explained she is getting support from the community for the open house. Council member, Mrs. Holmes stated that the Buildings, Assets and Recreation Committee is recommending the Borough Building be named after Mayor Dorin in his honor. Council member, Mr. Lucas stated this has been in discussion for a long time, noting that over time there have been many people who have contributed to the Borough; however, there is no one that trumps Mayor Dorin and how much he has done for our town. Council member, Mrs. Holmes stated Mayor Dorin is not only fair to his community but is an ambassador throughout the state and we are proud of him. Mayor Dorin responded that he is proud of the Borough and loves Montoursville. He loved what he did and time flew by. He stated he remembers being sworn in at the court house in 1982. Mayor Dorin explained there is a new generation on council; he knows they will do a great job.

Motion by Mrs. Holmes to name the Borough Building after Mayor John Dorin in his honor, second by Mr. Lucas. The motion carried.

Council member, Mrs. Holmes stated that she learned so much and enjoyed being on council. She explained it is very different from her background as an owner of a small business. She stated she believes we are in good hands with the new council.

SOLICITOR – Nothing at this time.

COUNCIL PRESIDENT – Council President, Mr. Greenway thanked Mayor John Dorin and stated it's been an honor to serve with him. Council President, Mr. Greenway thanked Council member, Mrs. Holmes for her service as a council member.

PENDING MATTERS – Nothing at this time.

CORRESPONDENCE AND ANNOUNCEMENTS – Council President, Mr. Greenway announced the December 18, 2018 Council meeting has been cancelled. The next regular Council meeting will be held Tuesday, January 2, 2018 at 7:00 PM.

VISITOR AND PUBLIC COMMENTS – Council President, Mr. Greenway stated there will be an executive session following the adjournment of this meeting to discuss personnel matters and will not reconvene. There being no further business the meeting was adjourned at 8:14 PM on a motion by Mr. Lucas, second by Mr. Haines and carried.

Respectfully submitted,

Ginny Gardner, Borough Secretary