

MINUTES OF THE BOROUGH OF MONTOURSVILLE

December 5, 2016

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.

The minutes of the November 14, 2016 were approved on a motion by Mr. Greenway, second by Mrs. Kline. The motion carried.

VISITORS /PUBLIC COMMENT ON AGENDA ITEMS – Mayor Dorin presented a Certificate of Recognition to VIP, Mr. Harry “Skip” Stackhouse for his exceptional work in restoring the Indian on Loyalsock Avenue and Pool Road along with building the longhouse to protect and preserve the Indian. Skip shared his information on how he restored the Indian noting it is a work in progress. Council President, Mr. Moyer on behalf of council commended and thanked Mr. Stackhouse. Mayor Dorin also recognized VIP’s Mr. Steve Rush, Mr. Ron Beach, Mr. John Hunsinger, and Mr. Leary Platt for all they do. Mayor Dorin mentioned the passing of long time VIP, Mr. Gene Kiessling and recognized his efforts. He also commended and thanked Mrs. Sally Kiessling, Gene’s wife sitting in the audience and all her and Gene’s efforts as VIP’s. He noted it is very difficult to find volunteers like Sally and Gene. He stated volunteers are hard to find; if anyone is interested in volunteering they would be more than welcomed. Montoursville High School Junior, Ms. Maddie McDonald presented her proposal to Council for a Community Garden. She stated she is participating in Penn College’s Youth Leadership Program along with two fellow students. As part of the program we participate in a social change project which basically requires us to come up with an issue within our community and find a project that would help solve that issue. We found one issue is a lack of interaction within our community. The idea we proposed for healthy interaction within the community would be a community garden. We have been informed that there are three available borough owned lots and we would anticipate utilizing one of the lots for this garden. If we were to win the competition, we would have available a \$1500 grant to implement the project. She explained the garden would be divided into plots, where community members would “rent” a plot for planting of vegetables and fruits which could be shared with the community. She requested Council’s permission to utilize a Borough lot for the project. Mayor Dorin stated that it would be a good use for those properties and is a great idea. Council member Mr. Lucas questioned Solicitor, Randy Sees if a garden would be an appropriate use for the flood buy out properties. Solicitor Randy Sees stated his only concern would be in reference to a fence being put up around the property. He felt it needed to be permeable, so flood waters could flow through it. It was noted that the question was asked of Zoning Officer, David Hines who confirmed the fence would need to be permeable. Council discussed the three properties and which would be best used for the garden. Council member, Mr. Greenway discussed the parking options the properties with Council and suggested permitting the use of the property on Mill Street which would have no parking issues. It was also noted that the Mill Street property had partial fencing. Council member, Mr. Lucas agreed that the Mill Street property is the best option. Council member, Mr. Greenway stated he loved the idea and noted other local communities who provide a community garden. He questioned Street/Water Commissioner, Mr. Smith if water was still available at Mill Street. Street/Water Commissioner, Mr. Smith stated water is available. Mayor Dorin questioned if that property would be more problematic to vandalism. Council member, Mr. Greenway felt that there was no real problem with vandalism. Chief Gyurina commented that vandalism would be a problem on the other side of the tracks however it would still be patrolled. Council President, Mr. Moyer asked for public comment at this time. Resident, Mr. Steven Rush commented that his daughter lives in New Haven, Connecticut where several communities’ gardens are located in areas that are similar to the proposed location. She had planted in the gardens and loved it. They never had a problem with vandalism. Council member, Mr. Lucas questioned Street/Water Commissioner, Mr. Smith which property would provide more acreage. Street/Water Commissioner, Mr. Smith stated that all the lots were similar in acreage. Council member, Mr. Lucas questioned the amount of fill debris that might be located on the properties located on Broad Street and if that would deter plant growth, and if Mill Street would be the better location. Street/Water Commissioner, Mr. Smith stated they are all about the same; we could see

which has the better quality soil. Council member, Mr. Greenway noted the Borough has soil available for use if needed.

Motion by Mr. Greenway to approve the property on Mill Street for the Community Garden Project, second by Mr. Lucas. The motion carried. Council member, Mrs. Kline questioned when Ms. McDonald when the winner of the competition would be announced. Ms. McDonald stated May, 2017.

TREASURERS REPORT – Motion by Mr. Greenway to approve the treasurer’s report and the Borough bills for November and through December 31, 2016, second by Mrs. Kline. The motion carried.

NEW BUSINESS –

ORDINANCE #472 – AMENDING CHAPTER 25 “PENSIONS”, ARTICLE I, BOROUGH OF MONTOURSVILLE POLICE PENSION PLAN, TO PROVIDE FOR A DEFERRED RETIREMENT OPTION PLAN – Council President, Mr. Moyer explained noting this was part of the Police bargaining negotiations and does not cost the Borough anything.

Motion by Mr. Lucas to approve Ordinance #472 amending Chapter 25”Pensions”, Article I, Borough of Montoursville Police Pension Plan, to provide for a Deferred Retirement Option Plan, second by Mr. Greenway. The motion carried.

RESOLUTION 2016-10 – ELIMINATING POLICE PAYMENTS INTO THE POLICE PENSION FUND FOR 2017– Council President, Mr. Moyer explained this is a housekeeping item done every year.

Motion by Mrs. Holmes to approve Resolution 2016-10 eliminating police payments into the police pension fund for 2017, second by Mr. Greenway. The motion carried.

CHIEF OF POLICE AGREEMENT – EXTENSION THROUGH DECEMBER 31, 2017 REQUEST – Council President, Mr. Moyer explained the Chief of Police, four years ago, was given a five-year agreement that extended over a period of time beyond different councils, which is not allowed per the Borough Code. This agreement expires in August 2017, so if the agreement would be approved it could only be for four months until the newly elected Council would approve it in January 2018. The Chief has agreed to extend this current agreement for an extra four months until December 31, 2017.

Motion by Mrs. Kline to authorize the extension of the current Chief of Police Agreement through December 31, 2017, second by Mr. Lucas. The motion carried.

MONTOURSVILLE BOROUGH PERSONNEL 2017 WAGES – Chairperson of the Personnel Committee, Mrs. Kline stated the Personnel committee has recommended the 2017 Borough personnel wages for the employees that are not covered under the collective bargaining agreements, Chief of Police, Deputy Chief of Police, Street/Water Commissioner, Secretary/Treasurer, Borough Executive/Clerks and Police Secretary a budgeted 2.5% increase.

Motion by Mrs. Kline to approve the 2.5% budgeted wage increase for Borough employees not covered under the collective-bargaining agreements, seconded by Mr. Greenway. Council President, Mr. Moyer noted a lot of angst has been spent over the last two years rewriting the personnel manual and job descriptions which have finally been recently completed. The Personnel Committee has also decided that future wage increases will be done by merit instead of by an automatic percentage. He noted there was not enough time this year to implement this process. The motion carried.

2017 BUDGET – Council President, Mr. Moyer explained the 2017 Budget had been advertised.

Motion by Mr. Greenway to approve the 2017 Budget, seconded by Mrs. Kline. Council member, Mr. Tillson requested an explanation of the budget by Finance Committee Chairperson, Mr. Greenway. He reiterated from the previous council meeting that there would be a 3/10 of a mil increase in 2017. He stated at the beginning of the budget process we started out with a \$211,000 deficit; which had been reduced but not completely. He explained an 18% increase in health care cost and a loss of approximately \$30,000 in PUC revenues are some of the reasons.

Council member, Mr. Tillson noted also there were some properties in the Borough that were devalued. Council President, Mr. Moyer commented that he had attended two of the budget meetings, noting there was also some heavy equipment requested to be purchased in 2017 with two of the items being removed from the budget. One item removed from the budget was a heavy duty roller, currently the budget provides for one to be rented if needed. The motion carried.

ORDINANCE #473 – TAX LEVY ORDINANCE –

Council president Mr. Moyer explained the tax increase will be 3/10 of a mill, from 3 mills to 3.3 mills.

Motion by Mr. Greenway to approve Ordinance # 473, Tax Levy Ordinance, seconded by Mrs. Kline. Council member Mrs. Kline requested an approximate dollar figure increase per homeowner. Council member, Mr. Greenway stated a home valued at approximately \$100,000.00, would increase approximately \$30.00. Council President, Mr. Moyer gave a different perspective on the subject stating the average assessed \$100,000.00 home receives a tax bill and the portion of the taxes the Borough will receive from that bill will be only \$330.00 a year, which pays for the current services the Borough provides; police department, street department and the recreation department. He went on to review and compare other local boroughs tax rates and the services that each provide. The motion carried.

PAYMENT APPLICATION #1 – 2016 CDBG CURB RAMP PROJECT – Wolyniec Construction, Inc. - \$83,662.50 –

Motion by Mr. Lucas to approve the 2016 CDBG Curb Ramp Project Payment Application #1 in the amount of \$83,662.50 to Wolyniec Construction, Inc., seconded by Mr. Greenway. The motion carried.

2017 MEETING SCHEDULE NOTICE – Council President, Mr. Moyer reviewed and explained the notice.

Motion by Mrs. Holmes to approve the 2017 Meeting Schedule Notice, seconded by Mr. Greenway. The motion carried.

SECOND AMENDMENT TO AGREEMENT with LYCOMING COUNTY – GRANT TERM EXTENSION – SEPTEMBER 30, 2017 – Council President, Mr. Moyer explained the requested extension is for the Indian Park Pond Improvement and Nature Trail project.

Motion by Mr. Lucas to approve the second amendment to the agreement with Lycoming County which extends the grant until September 30, 2017, seconded by Mr. Greenway. The motion carried.

INDIAN PARK NATURE TRAIL BID – The Borough Secretary explained that 7 bids were received, were reviewed by the Borough Engineer and Borough Solicitor. They are making the recommendation to reject all bids due to one bid being administratively incomplete, six being several thousands of dollars over budget and to rebid the project with changes to the structures. A discussion took place regarding the bid specifications, and questions on how changes may need to be done to those specifications in order to stay within the budget. The changes will also need to be approved by all grants administrators. Council member, Mr. Tillson questioned if the grant monies were considered. It was noted that even with all the grant monies included the project would still be over budget. Council member, Mr. Lucas noted that the budget was low, not realistic and incorrectly calculated by the architect.

Motion by Mr. Lucas to reject all bids for the Indian Park Nature Trail project, seconded by Mrs. Kline. Mayor Dorin questioned the budget of \$190,000.00, which was confirmed. Council member, Mrs. Kline stated if Council votes to reject the bids then it must be rebid and what would need to be done in order for this to be prevented from happening again. It was noted the Borough Engineer will oversee the project bid documents; this had not been done previously as the architect stated he will be in charge of the bid documents. Council member, Mrs. Kline stated the architect made a major error by tens of thousands of dollars if not hundreds of thousands of dollars and wants to ensure there is someone overseeing the bidding of this project so when it is rebid it is done properly. It was noted that the Borough Engineer, Mr. Todd Pysher would be overseeing the re-bidding of the project. Council member Mrs. Kline questioned the timeline for the re-bidding of the project and meeting the project completion requirements for the grants. It was noted that project re-bidding will not affect the 2 major grants, DCED and DCNR and an extension request had been

granted by Lycoming County along with an extension request being submitted to the First Community Foundation grant. The motion carried.

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

RECREATION – Recreation Board November Minutes were reviewed by Council. Council member, Mr. Lucas noted the December Recreation Board meeting has been changed to the previous week, Tuesday, December 13, 2016. He also noted that Friday, December 9th, 2016 is the “Parents Night Out” event that the board is sharing with the Community Baptist Church. He explained the event is a “free” night out for parents to drop off their children with a request to bring a canned food donation for the food bank. Mayor Dorin questioned the name of the Community Baptist Church's committee sponsoring the event. Council member, Mr. Lucas explained that the event is being sponsored by the Recreation Board with the use of the Community Baptist Church's facilities. He stated it was held last year and was quite successful. Snacks were provided with monies from the Recreation Board's budget.

STREETS/WATER – Street/Water Commissioner, Mr. Ron Smith reviewed the Street/Water report along with the Larson Design Groups update. The update from Larson Design included the submission for a grant for Phase III of the Broad Street Waterline Project. They have requested Council's approval to move forward with the completion of the design work for the project. Street/Water Commissioner, Mr. Smith continued with his report which included 82 loads of leaves being picked up, with an anticipated additional 12 -15 loads remaining. He continued saying they are currently picking up streets North to South and all streets have been covered five times. He stated the water meters installed to date are 1326 and bulk water pumped is 1,689,313 gallons. Mayor Dorin questioned Larson Designs update on the grant application, noting the Commonwealth Finance Authority does not meet until March 2017 so we won't know if our application for the grant for approximately \$450,000.00 will be approved until then. It was noted that Larson Design's update requested to finalize the design work for Phase III so that the project will be shovel ready in the event that the grant is approved. The total project cost is \$500,000.00; the grant requires a 15% match from the Borough which is \$75,000.00 which has been figured into the 2017 Budget. The grant will cover the remaining \$425,000.00. Council member, Mr. Greenway stated basically in order to get the grant we need to be shovel ready. Council President, Mr. Moyer stated there is very little reason why we shouldn't move ahead. All agreed. A discussion took place whether bulk water will continue to be sold. It was noted that the profit to date for bulk water sales is \$303, 00.00 this year.

Motion by Mr. Greenway to approve Larson Design Group to finalize the engineering for the Broad Street Waterline Phase III, second by Mrs. Kline. The motion carried.

MAYOR – Mayor Dorin reviewed the November 2016 Police report. Mayor Dorin stated the police are doing a great job. He and the Chief are reviewing problem traffic areas. He noted that communities that have implemented the slow down traffic signs are happy with the results. Mayor Dorin noted a photo of the Christmas tree with the new LED lights located at Hutchinson East was in the newspaper. He stated he tried to instill to the reporter that he did the financing but the VIP's did the manual work with the lights and the tree but unfortunately he did not put the information in the paper. He commended and thanked the VIP's on a job well done. Council president, Mr. Moyer also thanked the VIPs noting that the work that the volunteers do probably saves the community 3/10's of a Mill in taxes. Mayor Dorin explained that he agreed to take over the responsibility of the tree when Savit's Enterprises explained they could no longer take care of it physically or financially; now with LED lights and the help from the VIP's the responsibility will be very minimal.

POLICE CHIEF – Chief Gyurina gave report to Council. He reported along with issuance of citations, they also gave 41 warnings and had some domestic violations. He also warned residents, with the upcoming holiday season, to be aware of scams and to remember a permit must be required to solicit. Chief Gyurina requested permission from Council to hire another part-time officer. He noted that five part-time officers are on record with only two of them being reliable. He also requested permission to remove unavailable part-time officers off the record. Council

president, Mr. Moyer questioned if Chief Gyurina request was for additional part time hours. Chief Gyurina stated it was not; his request was due to part time officers being unavailable to work. Mayor Dorin noted it will also help the Chief fill empty shifts in the schedule. Council member, Mr. Greenway commented that Chief Gyurina had already received prior approval to have 5 part-time officers. It was discussed that there would be no reason to keep part-time officers on record that have no availability to work. Council agreed. Council member, Mr. Greenway questioned Chief Gyurina on the status of the new vehicle search. Chief Gyurina stated he is still researching. He knows there are two 2017 vehicles available, one 2016 still available and is hoping to purchase the 2016.

COUNCILPERSONS – Council member, Mr. Lucas questioned if there is a need for the second council meeting this month. Council discussed.

Motion by Mr. Lucas to cancel the December 19th, 2016 Borough Council meeting, seconded by Mr. Greenway. The motion carried. Council member, Mr. Greenway questioned Street/Water Commissioner, Mr Smith if he had stocked up on supplies. Straight water commissioner, Mr. Smith stated he was trying to order the materials for the new restrooms this year so that they can be completed next year.

SOLICITOR – Nothing at this time.

COUNCIL PRESIDENT – Nothing at this time.

PENDING MATTERS – Nothing at this time.

COORESPONDENCE AND ANNOUNCEMENTS – The next regular Council meeting will be held Monday, January 9th, 2017 at 7:00 PM.

VISITOR AND PUBLIC COMMENTS – Resident, Mr. Scott Metzger commented and thanked Mayor Dorin and the American Legion on how wonderful the long standing tradition of the lighting of the Sylvania Christmas tree has become and how it gives so much joy to the community. Mayor Doran stated the tree has been lit for 69 years, next year will be the 70th anniversary and is hoping to have a ceremony. Mr. Metzger stated his main reason for attending the meeting was to address the issue of the temporary stop sign located near the Little League field that has been placed in the street for 30 years. He stated that he knows there has been only one complaint. He is at the location nightly and confirmed there are approximately 100-200 children at that location each night. He stated there are speeding vehicles on that street and without that stop sign he has grave concern that a child would get hit. He is requesting the borough to revisit their decision and at the least if the Borough would not permit the temporary stop sign consider a four way stop prior to the next season. He stated the Little League Board is also very concerned. He said that he was not aware that this had been brought for consideration at a prior borough council meeting if so he would've attended the prior meeting. Council President, Mr. Moyer thanked Mr. Metzger.

There being no further business the meeting was adjourned at 8:02 pm on a motion by Mrs. Kline, second by Mr. Lucas and carried.

Respectfully submitted,

Ginny Gardner, Borough Secretary