

MINUTES OF THE BOROUGH OF MONTOURSVILLE

February 3, 2014

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

The Pledge of Allegiance was observed.

Council President, Mr. Shearer announced that an executive session took place prior to this meeting to discuss personnel issues.

VISITORS AND PUBLIC COMMENT – Mrs. Kristin McLaughlin/SEDA-COG explained and discussed the FFY 2014 CDBG grant program with council. She discussed the grant process in general stating that the borough must establish a project where it will be discussed at 3 public hearings with the final hearing for the application being approximately July 2014. She noted there had been a 1% decrease in funding but does not feel it will impact Montoursville. She also offered to give CDBG 101 training to any council member. Council member's Mr. Tillson and Mrs. Holmes stated they would be interested in attending.

LAND DEVELOPMENT PERMIT – Preliminary/Final – Sebastian Land Company/Alexander Subaru was reviewed and discussed by Mr. Jared Pantella/Hawbaker Engineering with council.

Motion by Mr. Holt to conditionally approve the Preliminary Land Development Permit for Sebastian Land Company/Alexander Subaru, second by Mr. Moyer. The motion carried.

TREASURERS REPORT – Council member, Mr. Holt noted that cash flow for the year is approximately 2.9 million dollars to work with. A discussion took place regarding lack of revenue to pay the current bills; tax revenues do not come in until April.

Motion by Mr. Holt to approve the treasurer's report and the Borough bills for January 2014, second by Mrs. Holmes. The motion carried.

Motion by Mr. Holt to approve the treasurer to pay direct water project costs from the Water Capital Improvement revenues, second by Mrs. Moyer. The motion carried.

NEW BUSINESS –

APPOINTMENT OF VARIOUS BOARDS/COMMISSIONS/OFFICIALS – Council President, Mr. Shearer explained the vacancies on the various boards and commissions.

Motion by Mr. Moyer to reappoint Daniel Heitsenrether to the Zoning Heard Board, second by Mr. Lucas. The motion carried.

Motion by Mr. Lucas to reappoint Steve Rush and appoint Nicole Greenway to the Property Maintenance Board of Appeals, second by Mr. Moyer. The motion carried.

Motion by Mr. Holt to reappoint Chris King to the Planning Commission, second by Mrs. Holmes. The motion carried.

Motion by Mr. Moyer to appoint Eric Greenway as the Vacancy Board Chairman, second by Mr. Holt. The motion carried.

Motion by Mr. Moyer to retain Mc Nerney, Page, Vanderlin and Hall as Borough Solicitor, second by Mrs. Holmes. The motion carried.

Motion by Mr. Holt to retain Todd Pysker Engineering as Borough Engineer, second by Mr. Moyer. The motion carried.

AGILITY AGREEMENT/ PENNDOT & RESOLUTION 2014-3 – Street/Water Commissioner, Mr. Smith explained the agreement between PENNDOT and the Borough that agrees to exchanging services.

Motion by Mr. Holt to approve the Agility Agreement with PENNDOT and Resolution 2014-3, second by Mr. Moyer. The motion carried.

TOBACCO-FREE RECREATION AREA POLICY & RESOLUTION 2014-4 –

Motion by Mr. Lucas to approve the Tobacco-Free Recreation Area Policy and Resolution 2014-4, second by Mrs. Holmes. Council member, Mr. Tillson questioned the designated areas. Council member, Mr. Lucas stated the areas that are Tobacco-free are Indian Park and Mill Street Recreation Area including the boat launch. A discussion regarding signage and enforcement of large groups took place. It was agreed that the policy would be attached to all event permits. The motion carried. Mayor Dorin thanked council for supporting this worthy project.

DETENTION PIPING/WELL # 3 PROJECT – Street/Water Commissioner, Mr. Smith explained the project to council. He noted the detention piping needs to be brought up to standards for DEP in order them to issue a permanent permit; we are operating on a temporary permit and are no longer approved. The cost is approximately \$ 125,000.00, which will be paid from the Water Capital Improvement revenues. He stated the pipe will be purchased from LB Water which is a COSTARS dealer and will not need to be bid. Council discussed the option to bid the project out versus the borough employees to the job; it was agreed that the borough employees would do the job. Street/Water Commissioner noted that the borough equipment can't handle the pipe; an excavator would be rented. He stated once the well is brought up to standards, it will be able to be put on line in the system.

Motion by Mr. Tillson to approve the Well #3 Detention Piping Project, second by Mr. Moyer. The motion carried.

NORTHCENTRAL PA CONSERVANCY-LETTER OF SUPPORT – Council President, Mr. Shearer explained the request for a letter of support for river conservation.

Motion by Mr. Holt to approve the letter of support for the Northcentral PA Conservancy, second by Mr. Lucas. The motion carried.

PLANNING & ZONING – January Planning Minutes and Central Keystone COG Reports January 2014 were reviewed by council.

RECREATION – Nothing at this time.

STREETS/WATER – Street/Water Commissioner, Mr. Ron Smith gave a report to council on the Street and Water Department which include the meter replacement project. He presented to council a meter that he had received a second quote from LB Water which is less expensive composite meter costing approximately \$85.00 per meter plus \$120.00 for the antenna sending unit for a total cost of approximately \$478,470.00 to replace all meters. He went on to explain that a borough employee should be able to replace approximately 4 meters per hour versus a subcontractor replacing a meter from \$40.00 to \$100.00 per meter. He stated that this meter lacks some benefits that the meter from the prior meeting does, most importantly the warranty. The warranty on the meter is 10 years versus 20 years on the other meter. He noted that there are other brands of meters available however we currently have the billing software to support these meters which will cut down on cost. The quote from LB Water does reflect a \$10.00 credit per old meter. Council member, Mr. Holt suggested Street/Water Commissioner, Mr. Smith put together a spreadsheet so that council may review all the information. Council and Street/Water Commissioner discussed the differences between the two meters. Street/Water Commissioner, Mr. Smith stated that the water operators recommend either meter. He also noted that if any meter fails currently it must be replaced by a non lead meter. Council members asked several question regarding both meters regarding warranties, features and costs; most discussion was in regards to whether it would be cost effective to purchase the more expensive meter that has more features and twenty year warranty over the less expensive meter with less features and a ten year warranty. A discussion regarding the ordinances related to the property owner's pipe requirements needed to in order to install meters took place. Council agreed to review the material provided by Street/Water Commissioner, Mr. Smith regarding both meters; hopefully to have a decision at the next council meeting.

MAYOR – Mayor Dorin reviewed the January Police Report with council. He explained to council that he had talked to the VIP's and reviewed the list of projects that will require Street/Water Commissioner; Mr. Smith's approval. He also requested from Street/Water Commissioner "No Skating" signs for the large pond so the VIP's can install. He also stated he had not

heard from Mr. Bruce Buckle regarding the Kiwanis and the Fall Festival trying to coordinate with the Harvest Parade yet; he advised, Mr. Ron Beach that he was approved as the replacement coordinator for Mr. Jim Reeder. Mayor Dorin stated he had read the solicitor's response on the "Liability and Waiver" for the VIP's; he noted he will wait to see if council has any other discussion on the subject. He also questioned council on the VIP's use of the Blue Truck outside the borough and liability. It was noted that in order to drive vehicles all VIP's must provide driver's licenses to be provided to the insurance company. A discussion took place regarding how to implement the use of the vehicles, liability exposure and cost. Mayor Dorin questioned the responsibility of the property behind the Borough building past the spruce trees. Street/Water Commissioner, Mr. Smith stated that the property belongs to Lowes. Board approved the list and is requesting council's approval. He noted that all projects will be approved by Street/Water Commissioner, Mr. Smith. Mayor Dorin informed council that he has requested quotes from engineers regarding the Master Plan for the park; requesting a "fast track" approach, not using DCNR. He will hopefully have the quotes for the February 18th Recreation Board meeting, have them make recommendation, then present to council at the March 7th council meeting. Mayor Dorin and council discussed briefly the costs and the reasoning not to go through DCNR. Council member, Mr. Tillson suggested contacting Penn College to see if they might be interested in a project and continued with several questions regarding the Master Plan. Mayor Dorin added that the Master Plan could be accomplished in phases, which is the better approach to secure grants for these projects. It was noted that the Master Plan will allow the ability to determine what to accomplish first and will last indefinitely. Council discussed a Master Plan that had been done in the 1970's. Mayor Dorin requested an update on the Neighborhood watch. Mr. Eric Greenway/Neighborhood Watch gave an update to council noting that there are approximately 350 Borough residents following the Face book page. He noted that he has been coordinating with the Lycoming County Crime Commission to have few residents from the Neighborhood watch group participate in the Police Academy program. Mr. Greenway noted not much activity has been taking place due to the winter weather.

POLICE CHIEF – Chief Gyurina distributed a handout & discussed recent scams with council. He also noted a marijuana ring that had been discovered by the Drug Task Force over a three year period which the Borough Police had helped with.

COUNCILPERSONS – Council member, Mr. Tillson questioned Mayor Dorin about the status of banners that the Chamber of Commerce was to obtain. Mayor Dorin explained he would need to check with Mr. Thomas Ruhl, Chamber President. Council member, Mr. Holt explained collecting an outstanding lien from several years past from the mowing of a property located in the borough. Council member, Mrs. Holmes suggested the revival of the Borough newsletter and to have more information posted on the Borough Face book page. Council President, Mr. Shearer questioned the costs associated with the newsletter. The borough secretary stated the costs to have the 2500 newsletters printed and sent from Paulhamus Printing would be approximately \$1407.00 including postage. Council member, Mr. Holt expressed concern over the high cost; he felt it could be done for half the price and faster. Mayor Dorin and council briefly discussed getting some other quotes for the printing and mailing of the newsletter along with having advertisements in order to cut expenses. The anticipated mailing date would be June 1st for the newsletter.

Motion by Mrs. Holmes to approve the publication and mailing of the Montoursville Borough newsletter, second by Mr. Holt. Council member, Mr. Holt noted not to exceed \$1800.00. The motion carried. Council member, Mr. Lucas requested the appointment of Mr. Frank Velez as Special Advisor to the Park Master Plan. He noted that Mr. Velez has the expertise and unique talents, judging from his resume', in areas that would benefit the planning of Montoursville recreation areas. All agreed.

SOLICITOR – nothing at this time.

COUNCIL PRESIDENT – nothing at this time.

COORESPONDENCE AND ANNOUNCEMENTS –

Next council meeting will be Monday, March 3, 2014 at 7:00 PM

VISITOR AND PUBLIC COMMENTS –Resident, Robert Brobson, Fairview Drive questioned if the budget had been advertised or if any public meetings took place. Solicitor, Randy Sees responded that there wasn't any meetings just what is required by the statute; publication for 10 days prior to the meeting. Mayor Dorin stated that he had received the final draft of the City of Williamsport Rental Ordinance; he will review with the Chief of Police and present any changes that might be beneficial to the borough's rental ordinance. Council member, Mr. Holt made the suggestion that the Planning and Zoning Committee review the ordinance.

There being no further business the meeting was adjourned at 9:02 pm on a motion by Mr. Moyer, seconded by Mrs. Holmes and carried.

Respectfully submitted,

Ginny Gardner, Borough Secretary