

MINUTES OF THE BOROUGH OF MONTOURSVILLE

February 7, 2022

The regular meeting of the Montoursville Borough Council held in the John Dorin Municipal Building was called to order by President Eric Greenway at 7:00 PM with the following answering roll call: Mark Tillson, Misty Emick Eric Greenway, Chris Lucas, and Robert Brown. Absent: Kaleb Daniels

The Pledge of Allegiance was observed.

The January 4, 2022 minutes were approved on a motion by Mr. Brown, second by Mrs. Emick. The motion carried.

VISITORS AND PUBLIC COMMENT FOR AGENDA ITEMS – Resident, Mrs. Tina Kline, 1009 Tule Street, referenced Agenda item #4, New Business, a request to purchase 2022 Ford Super Duty truck; she wanted clarification if the total cost of the truck is cab and chaise only or complete with a plow. Street and Water Project Coordinator, Mr. Hoffman confirmed the price is completely outfitted.

TREASURERS REPORT – Motion by Mr. Lucas to approve January 2022 treasurer’s report, second by Mr. Greenway. The motion carried.

SUBDIVISION – LOT CONSOLIDATION FINAL PLAN – TAX PARCEL #34-006-122 & #34-006-125, BROAD STREET COMMERCIAL – Zoning Officer, Mr. David Hines, presented and reviewed the Final Plan for the lot consolidation for PRCM Holdings, LLC., property located on 1091-1093 Broad Street, Zoning District Broad Street Commercial He noted presently a home is located on 1093 Broad Street, however in the future it will be demolished. He explained the proposed use is an office building. He stated it is conformance with the Borough’s Subdivision and Land Development Ordinance and Zoning Ordinance and received a positive recommendation from both the Borough’s Planning Commission and Lycoming County Planning. If approved, Borough Council will be presented at a future meeting with a Land Development Plan for construction of the proposed office building. **Motion** by Mr. Greenway to approve PRCM Holdings, LLC Subdivision, Lot Consolidation, Final Plan, Parcel #34-006-122 and #34-006-125, second by Mr. Brown. The motion carried.

NEW BUSINESS –

AUTHORIZE ALICE L. TROWBRIDGE, R.I.A. FOR ADDITIONAL PROFESSIONAL SERVICES – ADDITIONAL PLAYGROUND GRANT APPLICATIONS NOT TO EXCEED THE AMOUNT OF \$2,000.00 - Council President, Mr. Greenway presented a request to authorize Alice L. Trowbridge, R.I.A. for additional professional services for submission of additional playground grant applications. **Motion** by Mr. Lucas to authorize Alice L. Trowbridge, R.I.A. for additional professional services related to submission of additional playground grant applications not to exceed \$2,000.00, second by Mrs. Emick. The motion carried.

CHANGE ORDER #6 – MECHANICAL & ELECTRICAL IMPROVEMENTS TO THE MONTOURSVILLE WATERWORKS PROJECT – APPELLATION CONSTRUCTION SERVICES, LLC – Council President, Mr. Greenway presented Change Order #6 for the Mechanical & Electrical Improvements to the Montoursville Waterworks Project for review.

Motion by Mr. Greenway to approve Change Order #6 for the Mechanical & Electrical Improvements to the Montoursville Waterworks Project to Appellation Construction Services, LLC in the amount of \$44,205.50, second by Mrs. Emick. The motion carried.

CHANGE ORDER #1 – JOHN DORIN MUNICIPAL BUILDING REMOVAL OF ARCHITECTURAL BARRIERS – YODER BUILDERS, INC. – Council President, Mr. Greenway presented Change Order #1 for the John Dorin Municipal Building Removal of Architectural Barriers Project for review.

Motion by Mr. Greenway to approve Change Order #1 for the John Dorin Municipal Building Removal of Architectural Barriers to Yoder Builders, Inc. in the amount of \$3,215.00 for Yoder Builders, Inc. related to, second by Mr. Brown. The motion carried.

PURCHASE 2022 FORD SUPER DUTY F600 XL 4WD TRUCK – HONDRU AUTO GROUP – COSTARS – Council President, Mr. Greenway presented a quote for the purchase of a 2022 Ford Super Duty F600 XL 4WD Truck for review.

Motion by Mr. Greenway to approve the purchase of 2022 Ford Super Duty F600 XL 4WD Truck from COSTAR vendor Hondru Auto Group in the amount of \$108,235.00, second by Mr. Brown. After a lengthy discussion by Council members, Mr. Greenway amended his motion to table the approval until 3 quotes are received for comparison, second by Mr. Brown. The motion carried.

2022 ENGAGEMENT LETTER/LARSON, KELLET & ASSOC – AUDITING SERVICES – Council President, Mr. Greenway presented the 2022 engagement letter submitted by Larson, Kellet & Associates for review.

Motion by Mr. Greenway to approve the 2022 engagement letter for Larson, Kellet & Associates for auditing services, second by Mr. Lucas. The motion carried.

PLANNING & ZONING – January Planning Commission Minutes
Central Keystone COG Reports January 2022

RECREATION – Council Vice President, Mr. Lucas reviewed and explained Event permits 2022-01, 2022-02 and 2022-04.

Motion by Mr. Lucas to approve event permits 2022-01, 2022-02 and 2022-04, second by Mrs. Emick. The motion carried.

STREETS/WATER – Nothing at this time.

MAYOR – Mayor Bagwell shared the Police Chief informed him he is down a part-time officer and seeking permission to move forward with replacing him.

POLICE CHIEF – Nothing at this time.

COUNCIL PERSONS – Council member, Mr. Brown noted Civil Service oral interviews have been scheduled for later in the week.

SOLICITOR – Nothing at this time.

COUNCIL VICE PRESIDENT – Nothing at this time.

PENDING MATTERS – Nothing at this time.

CORRESPONDENCE AND ANNOUNCEMENTS –

The next Council meeting will be held Monday, March 7, 2022 at 7:00 PM

VISITOR AND PUBLIC COMMENTS – Nothing at this time.

There being no further business the meeting was adjourned at 7:36 PM on a motion by Mr. Greenway, second by Mr. Lucas. The motion carried.

Respectfully submitted,

Ginny Gardner, Borough Secretary