

## MINUTES OF THE BOROUGH OF MONTOURSVILLE

March 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, Kaleb Daniels, Misty Emick, Eric Greenway, Chris Lucas, and Robert Brown.

The Pledge of Allegiance was observed.

The February 7, 2022 minutes were approved on a motion by Mrs. Emick, second by Mr. Brown. The motion carried.

**Motion** by Mr. Greenway to add item #8 to the meeting agenda, Utility Service LLC – leak detection services - \$9,921.00, second by Mr. Daniels. The motion carried.

**VISITORS AND PUBLIC COMMENT FOR AGENDA ITEMS** – Nothing at this time

**TREASURERS REPORT** – Motion by Mr. Lucas to approve February 2022 treasurer’s report, second by Mrs. Emick. The motion carried.

**NEW BUSINESS** –

**COMMUNITY YARD SALE REQUEST – JUNE 3<sup>rd</sup> & JUNE 4<sup>th</sup>, 2022** - Council President, Mr. Greenway presented the request for the Montoursville Borough Community Yard Sale to be held June 3<sup>rd</sup> - June 4<sup>th</sup>, 2022. **Motion** by Mrs. Emick to approve the Annual Montoursville Community Yard Sale on June 3<sup>rd</sup> and June 4<sup>th</sup>, 2022, second by Mr. Greenway. The motion carried.

**REVISED CDBG-CV BUDGET –SEDACOG** – Ms. Kristin McLaughlin/SEDACOG explained and discussed the revised CDBG-CV Budget request. It was shared many municipalities are having challenges spending these funds. Montoursville Borough currently has \$56,000.00 that has been budgeted to provide rental assistance/utility/mortgage assistance to those who qualify. She explained these funds are due to expire in November 2022. At this time, she stated she is recommending to Council to reallocate \$7,554.00 towards the Center of Independent Living’s Rooftop Air-Conditioning project. This project is currently ready to be awarded, and therefore within the necessary timeframe of the contract. She continued stating because the project is located in Williamsport, the Borough can only contribute to this project on behalf of the residents of Montoursville Borough, as a percentage of the County. Several ideas were discussed on how to expend the funds, one option she recommended was to provide baskets filled with hand sanitizer, sanitizing wipes, masks etc., along with hand sanitizing stations to the Elderly Housing Complex, which is automatically assumed eligible. Several other project ideas were shared by council members. Ms. McLaughlin shared that all projects must meet the eligibility guidelines of the grant and unfortunately most ideas presented did not meet those requirements.

**Motion** by Mr. Lucas to approve the revised CDBG-CV Budget as presented; second by Mr. Greenway. The motion carried.

**ORDINANCE #490 – AMENDING CHAPTER 25 “PENSIONS”, ARTICLE I, BOROUGH OF MONTOURSVILLE POLICE PENSION PLAN, TO PROVIDE FOR AN EARLY RETIREMENT BENEFIT-** Council President, Mr. Greenway presented Ordinance #490, amending Chapter 25 “Pensions”, Article I, Borough of Montoursville Police Pension Plan, to provide for an early retirement benefit for review.

**Motion** by Mr. Greenway to approve Ordinance #490, amending Chapter 25 “Pensions”, Article I, Borough of Montoursville Police Pension Plan, to provide for an early retirement benefit, second by Mr. Lucas. The motion carried.

**RESOLUTION 2022-01 – DCNR GRANT – INDIAN PARK SOUTHERN PLAYGROUND**

**REDEVELOPMENT PROJECT** – Council President, Mr. Greenway presented Resolution 2022-01 for the DCNR Grant – Indian Park Southern Playground Redevelopment Project for review.

**Motion** by Mr. Lucas to approve Resolution 2022-01, second by Mrs. Emick. The motion carried.

**PAYMENT APPLICATION #5 – MECHANICAL & ELECTRICAL IMPROVEMENT TO THE**

**WATERWORKS PROJECT – APPELLATION CONSTRUCTION SERVICES, LLC.** – Council President, Mr. Greenway presented Payment Application #5 related to the Mechanical & Electrical Improvement to the Waterworks Project.

**Motion** by Mr. Greenway to approve Payment Application #5 Mechanical & Electrical Improvement to the Waterworks Project to Appellation Construction Services, LLC in the amount of \$161,418.82; second by Mr. Daniels. The motion carried.

**PURCHASE 2022 FORD SUPER DUTY F600 XL 4WD TRUCK – HONDRU AUTO GROUP – COSTARS -**

Street & Water Project Coordinator, Mr. Cliff Hoffman presented revised quotes related to his request for purchase of 2022 Ford Super Duty F600 XL 4WD Truck.

**Motion** made by Mr. Greenway to approve the purchase of a 2022 Ford Super Duty F600 XL 4WD truck, second by Mr. Brown. Street & Water Project Coordinator, Mr. Hoffman reviewed Council’s request for alternate truck sizes. Council had a lengthy discussion regarding alternate brands, availability and costs related to Mr. Hoffman’s request. At this time, Council requested Street & Water Project Coordinator, Mr. Hoffman to provide Council with alternate brands, sizes and quotes for the next council meeting.

The motion failed.

**BRUSH/RECYCLING OPENING DATE**– Council President Mr. Greenway explained and discussed the opening date of the Montoursville Borough brush/recycling facility.

**Motion** by Mrs. Emick to approve April 4, 2022 as the opening date of the Montoursville Borough Brush Recycling facility; second by Mr. Greenway.

The motion carried.

**UTILITY SERVICES LLC – LEAK DETECTION** – Council President Mr. Greenway explained and discussed Utility Services Leak Detection proposal.

**Motion** by Mr. Greenway to approve Utilities Services, LLC proposal for leak detection services in the amount of \$9,921.00; second by Mr. Daniels. Council President, Mr. Greenway shared the large amount of water loss occurring due to leaks in the Borough. Street & Water Project Coordinator, Mr. Hoffman noted Utility Services LLC has been used in the past with good results. The motion carried.

**PLANNING & ZONING** – Central Keystone COG Reports February 2022.

**RECREATION** – Council Vice President, Mr. Lucas reviewed and explained amended Event permit 2022-21.

**Motion** by Mr. Lucas to approve amended event permit 2022-21 second by Mrs. Emick. The motion carried.

Council Vice President, Mr. Lucas reviewed and explained Event permit 2022-05.

**Motion** by Mr. Lucas to approve event permit 2022-05, second by Mrs. Emick. The motion carried.

Council Vice President, Mr. Lucas shared the Great American Clean-up in Indian Park will be held on April 23<sup>rd</sup> at 9:00AM. He explained various organizations, sports teams, and volunteer groups are being recruited to assist with the clean-up. The Recreation Board has a sign-up sheet for anybody who is willing to assist in this project. It was also shared the Recreation Board has worked with Alice Trowbridge related to grant applications for the playground redevelopment project and thanked all involved. Council member, Mrs. Emick shared the Recreation Board held a public meeting in February; Alice Trowbridge was in attendance with a number of community groups also in attendance; the meeting received a lot of positive feedback.

**STREETS/WATER** – Nothing at this time.

**MAYOR** – Mayor Bagwell reported he was a judge for a soup cook off with all proceeds going towards the Montoursville Borough Police Department, He shared it was great and showed support of the community.

**POLICE CHIEF** – Chief Gyurina reviewed the February police report. The American Legion Post 104 Lady’s Axillary hosted a soup cook off several officers including himself, Representative Joe Hamm, and State Parole Supervisor, Dave Fredericks as judges of the contest. Gift baskets were raffled off with many in attendance. The American Legion Post 104 matched the Lady’s Axillary donation raising approximately \$3,000.00. Chief Gyurina shared the new Texas Road House restaurant, were training their cooks and donated several meals to the police department.

**COUNCIL PERSONS** – Council member, Mrs. Emick shared AYSO reached out to her requesting the Mill Street gate to be opened early. The issue is many area teams are starting their season the first week in April. Council member, Mr. Tillson mentioned currently the park and fields are very wet without much green space in the park to use. It was recommended to wait for the ground the dry out. Street & Water Project, Mr. Hoffman commented the soccer fields are not owned by the Borough, they are owned by the airport, therefore, the Borough does not have authority over its use and if the fields get destroyed the responsibility will be on AYSO not the Borough. He continued stating in order to have the gate open for practice an AYSO representative would be responsible for making sure it is locked up when they leave and the problem that has occurred in the past is that other people may enter at that time and become locked in. A discussion ensued regarding providing an additional lock on the gate. Mr. Hoffman explained there is not enough space to add an additional lock. Council member, Mrs. Emick stated to offer AYSO Indian Park as an alternative for practice. It was shared that AYSO already has the use of the field in Indian Park. Council member, Mr. Brown shared the Civil Service Commission has completed their testing for the eligibility list for patrol officers for the Montoursville Borough Police Department. The Commission met today to certify the list and will be effective today for 12 months, expiring March 2023. The eligibility list will be posted on the Borough office.

**SOLICITOR** – Nothing at this time.

**COUNCIL PRESIDENT** – Nothing at this time.

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

**CORRESPONDENCE AND ANNOUNCEMENTS** –

The next Council meeting will be held Monday, April 4, 2022 at 7:00 PM

**VISITOR AND PUBLIC COMMENTS** – Ms. Deanna Washer, co-worker of Montour Street property owner, Mr. David Bennett, shared an issue regarding Ordinance # 401, signage and parking. She shared there is a sign directly in front of Mr. Bennett’s property in which the wording on the sign is incorrect based on the format also the placement of the sign is also incorrect. It was shared Mr. Bennett’s attorney contacted the Borough regarding the sign, since then the wording on the sign has been corrected. It was noted that it appears the sign may have been knocked over at some point and somebody put it back up, however not in the correct spot. The sign has been in place since 2004; the location is an inconvenience as it prohibits his tenants from having a place to park. The property is located immediately to the left of Rupert’s Market. It was noted Rupert’s Market does provide parking at the rear of their market. Ms. Washer continued that Mr. Bennett’s tenants have to walk half a block for a place to park due to the sign having the incorrect time and is directly in front along with another “permit only” sign 50 feet away. Chief Jeff Gyurina commented that the sign for permit parking is for residents/tenants who can come into the police department to apply for a permit at no cost; this is to ensure high school students are not parking in this location during school months and hours. Street & Water Project Coordinator, Cliff Hoffman confirmed a new sign has been ordered to reflect 30 minute parking during the hours of 9:00am to 5:00pm and will be put in place in the next day or two. Ms. Washer requested the sign be

moved 20 feet to the proper location. It was shared many tenants have passed on renting there due to parking issues. Recently, a tenant who was moving in was asked to move their truck due to the 30 minute parking limitation. Mr. Bennett inquired as to why there is 30 minutes for parking while parking on Broad Street has 2 hour parking; Chief Gyurina presumed due to the business that is located there. Ms. Washer stated she has been seeking tenants who only have one car due to the lack of parking as single mothers have to walk a distance with children and groceries. After further discussion a request to have the Borough Solicitor review the Ordinance # 401 and make recommendation that could accommodate both the property owner and business near that location.

There being no further business the meeting was adjourned at 8:30 PM on a motion by Mrs. Emick, second by Mr. Daniels. The motion carried.

Respectfully submitted,

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Ginny Gardner, Borough Secretary