

MINUTES OF THE BOROUGH OF MONTOURSVILLE

April 21, 2014

The special 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, David Moyer, Rosemary Holmes and Christopher Lucas.

The Pledge of Allegiance was observed.

VISITORS AND PUBLIC COMMENT – Nothing at this time

TREASURERS REPORT –

Motion by Mr. Tillson to approve to pay \$2675.25 from 06448320/Legal Services for Broad Street Waterline Project easements to McNerney, Page, Vanderlin & Hall, second by Mr. Lucas.

The motion carried.

NEW BUSINESS –

BROAD STREET WATERLINE – Street/Water Commissioner, Mr. Ronald Smith updated Council on the status of the project, noting that several easements were still needed. Council questioned why they were not being returned; it was noted there could be several reasons. The Borough Engineer made recommendation to send a 2nd letter to the property owners who had not responded to the first letter requesting the easement. Council President, Mr. Shearer questioned the status of the meeting between Borough Engineer, Dave Walters, Mayor Dorin and Carol Savoy. Mayor Dorin stated that he had met with Carol Savoy and relayed the discussion to Borough Engineer, Dave Walters. Mayor Dorin stated that Carol Savoy is adamant about not giving her parking lot up for the waterline and questioned why the Broad Street sidewalk area and behind the bank could not be used. Mayor Dorin stated that he explained the reasoning behind the need to use the parking lot for the project. Mayor Dorin stated he questioned the Borough Engineer if there was anything we could offer Carol Savoy. The Borough Engineer stated that area of her parking lot needed is “alligatored” and would be repaired with four feet of new asphalt. Mayor Dorin stated she still was adamant about not using her parking lot. Council member, Mr. Moyer noted the 2nd letters should go out to the property owners. Mayor Dorin questioned if Carol Savoy would receive a letter. It was noted that all property owners would be receiving the 2nd letter, including Carol Savoy with the exception of Sebastian Land Company as they are in the process of working with the Solicitor on getting their easements. A discussion between Council members took place regarding the process of condemnation of properties that could hold up the Broad Street Waterline project and possible costs associated with it. The Solicitor, Randy Sees explained that some may require fair market value. It was determined that approximately 4 feet of Carol Savoy’s parking lot would be needed. Council member, Mr. Holt questioned Mayor Dorin if the Borough Engineer, Dave Walters attended the meeting. Mayor Dorin explained that he did not. Mayor Dorin stated that Carol Savoy brought up several things that happened with the Borough which he can’t blame her for being upset. He noted some of those things; the meter required to be buried on Tule St. which first she was told she needed a building then was told it needed to be underground; low water pressure that never got resolved due to being on the end of the line, even with the new lines for the addition. Street/Water Commissioner, Mr. Smith noted that her new line was 16 feet short of tying into an 8 inch line so instead was tied into a 6 inch line. Mayor Dorin questioned if she knew about this. Street/Water Commissioner, Mr. Smith stated that he did not know as she would have to talk to her engineer. Council reviewed the number of right of ways still needed. Council member, Mr. Holt noted that he cannot believe that people are not cooperating; Savoy’s included. He noted that Council is trying to improve the water system. Council discussed ways of getting people to cooperate. The Borough Secretary noted that a copy of the second letter was in Council’s packets for review and approval. Once approved it will be sent via certified mail. Council member, Mr. Holt questioned the Borough Solicitor on how long the condemnation process would take. Borough Solicitor, Randy Sees stated once the process starts, ground could probably be broken in 2 months however that does not mean it is the end of the case.

Motion by Mr. Moyer to approve the mailing of the 2nd letter requesting easements from the property owners for the properties located in the Broad Street Waterline project, second by Mr. Lucas. The motion carried.

BULK WATER STATIONS - Street /Water Committee Chairman, Mr. Tillson explained that the committee had met and discussed the low bulk water sales. They discussed ways to inform the industry that we are in the still in the bulk water business but we need to try to minimize our expenses by ways of cutting back on hours of operation during the day. He stated they want to move forward with the automation of the Well #3; so that hopefully 6 months from now they could move forward to put the tanks underground. He also stated that the committee would like to remove one frac tank from the Well #3 location. Street/Water Commissioner, Mr. Smith noted that they would also move forward with amending the permit on Well #3 in order to move forward with the automation. Council discussed hours of operation and sending a letter to the gas companies alerting them to the change in operation. Council member, Mr. Holt stated that he felt the gas industry needs to plan better and notify the Borough when they will be needing to pull water. Council member, Mr. Lucas stated that the committee agreed upon sending a letter with advance notice stating that the Borough will be more than happy to cater to their hours however they need to communicate when they will be needing the water ahead of time. Council agreed that they would be more than happy to make the arrangements with the gas companies. Council member, Mr. Moyer explained to council that we are only starting the process by getting the permit amended which allows approximately 6 months to see if the gas industry will pick up. Council member, Mr. Lucas stated that 6 months is the drop dead date; if we are in the red, we will end the process.

Motion by Mr. Tillson to approve Engineer, Dave Walters/Larson Design Group to amend Well # 3 permit to allow an automated bulk water hauling site, second by Mr. Lucas. The motion carried. Council agreed to have Street/Water Commissioner to put together a spreadsheet on the time of day that the sites are the busiest and adjust the Temporary Employees around those findings. Council also agreed to have the Borough Secretary sends letters to all gas companies explaining the adjusted hours and requesting information to accommodate their needs.

INDIAN PARK MASTER PLAN

Mayor Dorin introduced Mr. Bryan Auman, Landscape Architect to Council. He stated Brian Auman is an architect landscaper who has been recommended by the Recreation Board to do the Indian Park Master Plan and is in attendance to answer any questions Council may have. Council member, Mr. Shearer questioned where the \$18,900.00 going to come from in order to pay for the master plan. A discussion took place regarding the Indian Park Memorial Fund and if it could be used for such purposes as to pay for the park master plan. The Borough Secretary was going to investigate to see what the guidelines are for the Indian Park Memorial Fund.

Motion by Mr. Holt to approve the proposal presented by Brian Auman, Landscape Architect for the Indian Park Master Plan in the amount of \$18,900 to be paid out of Indian Park Memorial Fund, secondarily out of the General Fund Recreation line item contingent on the solicitors review, second by Mr. Lucas. Questions were asked by Council regarding invoicing for the project and possible grant funding. Mr. Auman explained there is a lot of opportunity for grant money and gave a brief explanation of the timeline for the project. Council member, Mr. Lucas explained how he had some preliminary conversation via emails with the borough solicitor discussing putting together a capital campaign for fundraising for the park. Council discussed the need for improvements to the park. Council member, Mr. Tillson questioned Mr. Auman if there would be a way that he would be able to provide a model of the Park Master Plan so that the public may have a visual. Mr. Auman stated that it would not be a problem. Council member, Mr. Lucas noted that Indian Park would be the priority where we will be focusing most of our energies. He went on to say he did not want to ignore other areas in the park but wanted to make sure the money was spent wisely. Council member, Mr. Tillson questioned the completion date of the project. Mr. Auman stated his contract would be complete in September. Mayor Dorin noted that there will be a process; the public will have input. Council member, Mr. Lucas gave Council an explanation of the process and noted Mr. Auman has it laid out clearly. The motion carried.

MULTIUSE FIELD - Council member, Mr. Lucas explained that he had spoken with Mr. Donnie Jacopetti/Montoursville Jr. Athletic Association. He stated basically what they are looking for is to receive council's approval to sell brick pavers at the entrance of their field as a fundraiser.

Motion by Mr. Moyer to approve Montoursville Jr. Athletic Association request to sell brick pavers to the entrance to their multi use field as a fundraiser, second by Mr. Lucas. A lengthy discussion took place between council members and Mayor Dorin regarding the multiuse field, the brick pavers, the location of the entrance, the Park Master Plan and several other issues having to do with the park. It was noted that the multiuse field had already been approved by council and that council has not given up ownership of the field, just the approval to use it. The motion carried. Council member, Mr. Lucas stated that at the last meeting MJAA questioned on what kind of goal post they would be using. They are requesting the ability to use soccer / football goal post. Council member, Mr. Tillson noted he would like to see goal posts that were semi-permanent. Council discussed the goal posts.

Motion by Mr. Tillson to approve the Montoursville Jr. Athletic Association to install semi-permanent removable multiuse goal posts for their field, second by Mr. Moyer. The motion carried. Council member, Mr. Lucas also discussed the Montoursville Jr. Athletic Association's request to fund raise by having the ability to name the field. He stated that when this issue was discussed at the Recreation Board meeting it was noted that it must be known as "such and such field" at Indian park. It was also noted that the softball and baseball fields are named. Council member, Mr. Tillson noted that it could be done as they do in Williamsport, for a time period; when it expires you have another fund raiser again to rename it.

Motion by Mr. Lucas to approve the Montoursville Jr. Athletic Association the opportunity to name the multiuse field with renewable naming rights, second by Mr. Moyer. The motion carried.

SRO AGREEMENT-

Motion by Mr. Holt to approve to extend the School Resource Officer Agreement with the Montoursville School District for another year, second by Mr. Tillson. It was noted that the calculations would be done at the current salary of the officer. The motion carried.

RECREATION –

April Minutes were reviewed by Council member, Mr. Lucas.

Event Permits: 2014-20 Montoursville Lions Club – Fun in the Sun Car Show – August 16, 2014
8:00AM - 4:00PM
2014-23 Bianca Karchner - Wedding – September 14th, 2014– 9:00AM-1:30PM
2014-24 Strides for SCI Research -5k/10k Walk/Run-June 14th, 2014
7:00AM - 1:00PM

Motion by Mr. Moyer to approve Event permits 2014-20 provided that the fee is paid, 2014-21 and 2014-24, second by Mr. Holt. The motion carried. Council member, Mr. Lucas noted that the Recreation Board will be rescheduling their May meeting due to the Primary Election to May 21st, 2014 at 7:00PM. Council member, Mr. Lucas explained to council that they had received a letter from a concerned citizen who had been fishing in the park; who stopped fishing with his son to pick up trash in the park. He noted he and the Recreation Board are investigating several possibilities to correct the trash issues. Council discussed different ways to provide park cleanup including the use of community service for the youth or the VIP's. Council member, Mr. Holt complimented Street/ Water Commissioner, Mr. Smith on the work and clean up being done around the pond area. He noted it looks really nice. It was also noted that the softball fields are in very good condition. Council member, Mr. Lucas stated the movies in the park are scheduled for June 20th and August 22nd with Frozen and Planes. He also stated they are looking for sponsorship for these movies. A discussion took place regarding the advertising sign located at the triangle at the green bridge. Mayor Dorin explained the sign was purchased for the Dare fair and suggested the sign be donated to the Recreation Board. Council agreed. Council member, Mr. Lucas also stated the Harvest Festival Parade will be October 4th, 2014.

STREETS/WATER – Street/Water Commissioner, Mr. Ron Smith gave a report to council. Street /Water Commissioner, Mr. Ronald Smith stated that two employee's will be attending the dirt and gravel road conference in State College. He

explained the reason they will be attending is so that they may apply for grant money for low-volume roads. Street /Water Commissioner, Mr. Smith explained there will be a MS4 meeting, Thursday May 22nd from 2 p.m. to 4 p.m. They are requesting a representative from council to attend. He explained to Council that there are some major decisions that will need to be made in the near future. It was agreed that Council Member, Mr. Holt will attend. Street /Water Commissioner, Mr. Smith explained to Council he has come up with a list prioritizing the streets that are part of this year's paving project. He noted the funds that are available will not pave all the streets on the list. He also stated that the curbs will need to be fixed prior to paving any street. Council member, Mr. Tillson questioned if the CDBG fund money could be used to pay for any of the streets. Street /Water Commissioner, Mr. Smith stated unfortunately none of the streets would qualify however all curb cuts would qualify. He noted that all curbs will have to be inspected, replaced or repaired prior to paving. Street water Commissioner, Mr. Smith discussed with Council an issue that has come up with the replacement of the mast arm on Broad Street for PennDOT. He explained the bolts in the concrete that holds the base down have deteriorated. He will be meeting with PennDOT to discuss the issue. He also explained that if these bolts are deteriorating the traffic signals are most likely deteriorating also, as they were put it at the same time.

MAYOR - Mayor Dorin explained that he and Council member, Mrs. Holmes attended the annual PSAB convention; he noted that they were presented a plaque/clock from the PSAB recognizing Montoursville Borough for participation in the PSAB programs and continued support of the PSAB. They were also presented with a "cup" to be kept and displayed for a year, after which it will be returned to the PSAB. It will be displayed in the foyer of the Borough building. Mayor Dorin explained that he had met with the VIP's noting that they had refurbished the Indian at the entrance to the park and put up the purple martin bird house donated by Mr. Ron Beach. Mayor Dorin shared an email that he received from Keystone Insurance Company, who he spoke with at the PSAB conference, regarding the VIP coverage. He also discussed the possibility of a waiver for the VIP's. Council member, Mr. Tillson stated that the waiver issue should be reviewed by the Borough Solicitor. Borough Solicitor, Randy Sees discussed and noted that the waiver cannot protect from third party claims. Mayor Dorin also discussed the decrease spending for the VIP's from \$100.00 to \$25.00 with Council. Council member, Mr. Moyer explained the reasons behind the reduction, one reason being that Street/Water Commissioner, Mr. Smith was receiving all of the receipts from the VIP's. He noted that all that is needed is for any VIP to make a phone call to Mr. Smith prior to spending anything over \$25.00. Another issue Mayor Dorin explained was that there was a lot of discussion on who is in charge of the VIP's and miscommunication that they are receiving. Council member, Mr. Moyer explained a conversation between the Borough insurance agent regarding council's decision to limit the liability exposure. He stated that he thought that this had been settled. It was noted that the minutes of the prior meeting had not been completed. It was discussed that a council decision should be made on what specifically the VIP's can and cannot do. It had been noted that it had been specifically discussed at the March 3rd council meeting.

Motion by Council member, Mr. Holt to not allow the VIP's to do any scrapping or recycling business, no use of chainsaw, no pesticide spraying, no driving of borough owned licensed vehicles, second by Council member, Mr. Lucas. Council member, Mr. Lucas stated that we really appreciate what the VIP's do but need to protect them and the liability of the borough at the same time. Mayor Dorin invited any one from Council, out to their building to see exactly what they do. Council member, Mr. Moyer questioned the time that they meet as he would like to attend so that he can give them an explanation of council's decisions. Mayor Dorin invited him to attend with him. The motion carried. It was noted that the scrapping and recycling is to end as soon as possible. Council also discussed the old water truck that the VIP's had used in the past.

Motion by Council member, Mr. Moyer to advertise the old dump truck and old blue water truck for sale on Muncibid, second by Council member, Mrs. Holmes. The motion carried.

Mayor Dorin also recommended to council the reinstatement of the ordinance that enforced the inspection of sidewalks for properties that go up for sale. He noted it had been removed from the ordinance approximately 3 years ago. He stated approximately 60 - 65 homes a year are sold. Council member, Mr. Moyer stated that he could not back the reinstatement as the current ordinance includes that all sidewalks are to be inspected; it would be redundant. It is all about enforcement. He stated that there are three entities who can enforce the ordinance; the police department, the zoning officer and the Mayor. Council discussed the enforcement of the sidewalk ordinance. Mayor Dorin questioned when the brush pile would be ground

as it looks horrible. Street/Water Commissioner, Mr. Smith stated that he had talked with Stryker; hopefully in the near future. It had been noted if Stryker cannot have it ground by May 1st, the borough should schedule it to be ground with the county. Mayor Dorin also noted that the clock downtown is not working; he has contacted Tom Nau and he is currently looking into the repair.

COUNCILPERSONS – Council member, Mr. Holt questioned the outcome regarding the investigation if a borough owned flood mitigated property could be used and leased as a parking lot. The Borough Secretary noted that Mr. Lavelle, Lycoming County Planning had investigated that it was an FEMA approved use of the property and that the borough was moving forward with the process.

SOLICITOR – nothing at this time.

COORESPONDENCE AND ANNOUNCEMENTS –

Next council meeting will be Monday, May 5th, 2014 at 7:00 PM

There being no further business the meeting was adjourned at 10:02 pm on a motion by Mr. Lucas, seconded by Mrs. Holmes and carried.

Respectfully submitted,

Ginny Gardner, Borough Secretary