

MINUTES OF THE BOROUGH OF MONTOURSVILLE

April 5, 2021

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 – Mr. Haines.

The Pledge of Allegiance was observed.

The March 1, 2021 minutes were approved on a motion by Mr. Brown, second by Mrs. Emick. The motion carried.

VISITORS AND PUBLIC COMMENT FOR AGENDA ITEMS – Montoursville Kiwanis representatives, Mr. Joe Harner and Mr. Eric Houser presented to Borough Council members their proposed Holiday Light Show project in Indian Park. He stated the proposed idea is to take place in the month of December. The concept is for a drive thru light show with the hopes of being a fun community event. The proposed area to be utilized is the area around John Hazel drive in Indian Park. Mr. Harner stated they are requesting Borough Council's support for such an event. He shared two specific ways of support, paying the electrical costs and possibly some electrical infrastructure needs. A discussion took place regarding the electrical infrastructure needs. Street and Water Project Coordinator, Mr. Cliff Hoffman noted in order to address the electrical infrastructure needs he will need to know what the Kiwanis is requesting. Mr. Harner shared some possible ideas noting the possible use of LED programmable lights synced with music, soliciting and involving community partnerships and organizations to do themed displays possibly in 10- 12 areas. Council member, Mrs. Emick questioned if the event would only be on one weekend in December. Mr. Harner stated that would be ideal. Council Vice President, Mr. Lucas shared he had been proposing this same idea for the past several years; loves the idea and would like to see it grow. He continued stating he would like to see possible community donors to offset the cost to the Borough tax payers. Mr. Harner noted he was a professor at Penn College in the electrical department and thought this might be a possible project for his students. Council President, Mr. Greenway stated he liked the idea and agrees with Council Vice President, Mr. Lucas. A discussion took place regarding the expansion of the show and the possibility of doing several weekends in the future and additional electrical needs. Council member, Mrs. Emick questioned Mr. Harner what he is seeking from Borough council this evening. Mr. Houser stated he would like the blessing to move forward with the project along with an electrical review. Council Vice President, Mr. Lucas questioned the hours of operation sharing his concern of the cost to do electrical improvements for only one weekend. He stated the possibility of utilizing portable power the first year as a trial. Council Vice President, Mr. Lucas questioned Chief Gyurina regarding the open hours of Indian Park, noting the park is closed once it gets dark, noting he would not like any negative repercussions. Council member, Mr. Brown stated that would be approved on the Event permit that they would request. Chief Gyurina agreed. Mayor Bagwell suggested the possibility of a hybrid event where the larger displays maybe illuminated for only a couple of days and the rest of the park could be for a longer period of time throughout the holidays. Council President, Mr. Greenway agreed with Mayor Bagwell adding the hybrid approach may provide the possibility of attracting more families and businesses to participate. Council Vice President, Mr. Lucas requested Street and Water Project Coordinator, Mr. Hoffman to contact an electrician to evaluate the electrical infrastructure and provide a quote on the costs. **Motion** by Mrs. Emick to approve the Montoursville Kiwanis Holiday Light Show proposal and provide them with an electrical inspection and proposal, second by Mr. Lucas. The motion carried.

Montoursville W.B. Konkle Library Board members, Mr. Robert Weaver, Vice President and Mr. Dennis Correll, President presented and shared with Council members their plans to remodel the library. Mr. Weaver thanked Borough Council for their support and explained the library wanted to present their project before they embark a capital campaign. He gave a little bit of background and things they have done to date. He shared their draft brochure with council and explained they hired Architect, Anthony Visco. He explained, Mr. Visco prepared a feasibility study, conceptual floor plan and a probable cost. His probable cost is estimated at \$325,000.00. Mr. Weaver shared their capital campaign project will need community support and will be starting in approximately one month. He explained they will be working with the First Community Foundation Partnership with the campaign. He stated the library board directors have pledged \$60,000.00 of the \$325,000.00 needed and will be investigating some possible grants.

Mr. Weaver stated the capital campaign will start with major donors, followed by a mailer to the general population. Mr. Correll expressed his appreciation of the Borough's support all these years. He shared once the library remodel is completed, there will be no other library in our area like it. Mr. Weaver expressed appreciation of Council member/Library representative, Mr. Robert Brown's support. Council members thanked Mr. Weaver and Mr. Cordell for their presentation.

TREASURERS REPORT – Motion by Mr. Brown to approve March 2021 treasurer's report, second by Mrs. Emick. The motion carried.

NEW BUSINESS –

REVIEW – 2020 AUDIT & FINANCIAL REPORT SERVICES, LLC – Council President, Mr. Greenway presented the 2020 Audit and Financial report.

Motion by Mr. Greenway to accept the 2020 Audit & Financial Report, second by Mr. Brown. The motion carried.

AUTHORIZE BOROUGH ENGINEER TO PREPARE & ADVERTISE BID DOCUMENTS – 2021 PAVING PROJECT –

Motion by Mr. Greenway to approve authorization of Borough Engineer, Pysher & Associates, Inc. to prepare and advertise bid documents for 2021 paving project, second by Mr. Brown. The motion carried.

PAYMENT APPLICATION'S #1 – 2021 CDBG RAMP PROJECT –

Motion by Mr. Brown to approve Payment Application #1 for the 2021 CDBG Curb Ramp Project to Wolyniec Construction, Inc. in the amount of \$ 17,400.00, second by Mr. Greenway. The motion carried.

SRO AGREEMENT & EXTENSION LETTER – Council President, Mr. Greenway presented the SRO Agreement & Extension Letter.

Motion by Mr. Lucas to approve the SRO Agreement & Extension Letter, second by Mr. Greenway. The motion carried.

APPLICATION FOR COUNTY AID – Council President, Mr. Greenway presented the application for county aid

Motion by Mr. Brown to approve the Application for County Aid, seconded by Mrs. Emick. The motion carried.

DONATION – MONTOURSVILLE GARDEN CLUB – MAGNOLIA TREE – Council President, Mr. Greenway presented a request from the Montoursville Garden Club for the donation of a Magnolia Tree to be located in the Montoursville Borough mini-park.

Motion by Mr. Lucas to approve a donation made by the Montoursville Garden Club of a Magnolia tree to be located in the Montoursville Borough mini-park, second by Mr. Brown. The motion carried.

LYTER ELEMENTARY – WAIVING OF PAVILION RENTAL FEES REQUEST – FUN DAY FIELD TRIPS – MAY 28TH, JUNE 3RD, JUNE 4TH, JUNE 9TH, 2021 –

Motion by Mrs. Emick to approve the Lyter Elementary request to waive the Pavilion Rental Fee's for the dates May 28th, June 3rd, June 4th and June 9th, 2021, second by Mr. Greenway. Council member, Mrs. Emick explained Lyter Elementary will not permit outside field trips and shared the schools ideas on what their request would entail. Council President, Mr. Greenway questioned if this would set a preference. Solicitor, Christopher Kenyon stated Borough Council may review on a case by case basis and does not set a precedent as this is considered an extracurricular activity. Council member, Mr. Brown questioned the total fee to be waived. It was noted the total fee to be waived would be \$ 470.00. The motion carried.

WATER DELINQUENTS PENALTIES/DISCONNECTS –

Motion by Mr. Greenway to continue/discontinue to waive water penalties and disconnections, second by Mrs. Emick. Street and Water Committee Chairman, Mr. Tillson shared at the Street and Water committee meeting prior to the Council meeting, they reviewed the total number of water customers per Ward that have been in arrears for over a year. He stated the Borough is a non-profit organization that has bills to pay also. He noted between the PPP loans and stimulus checks that were available, the customers should be able to clear their arrears. Council member, Mr. Tillson continued and explained if this were any other utility and the bills were not paid, service would be discontinued and noted there is help available to those in need. He explained his recommendation; the customers who are in arrears should pay within 90 days, if payment is not received, a disconnection notice will be issued stating payment is required within 10 days and if it is not received service will be discontinued. He reiterated that penalties and disconnection notices have not been implemented for over one year and we must draw a line in the sand. Council member, Mrs. Emick stated she doesn't disagree with drawing a line in the sand however she does not envision customers who are in arrears with a large dollar amount due being able to pay within 90 days. Council member, Mr. Brown stated customers received an additional stimulus check in the amount of \$2,400.00 from the government last week. Council member, Mr. Tillson added and for businesses there were PPP loans. Council President, Mr. Greenway shared if a business was closed they would not have water usage therefore they would not have a large dollar amount in arrears. Mayor Bagwell stated the Borough is running a program where the customer has no requirement to demonstrate a need, it is all based on trust. He shared you are running a water company business and are required to collect for that utility. Council President, Mr. Greenway stated the Borough followed other utilities when we first implemented waiving penalties and disconnections, however since then the other utilities have resumed implementing penalties and disconnections, unless proof of a hardship from the pandemic was provided. He stated something should be done but is not sure if 90 days would be sufficient. Council member, Mr. Lucas agreed with Council President, Mr. Greenway and shared 90 days may be unrealistic. He noted some customers for many reasons and can be struggling while others are not. He explained there is work in the area and manufacturing jobs available to those who are struggling. Council member, Mr. Lucas explained he could not in good conscience require payment in 90 days. Council member, Mr. Tillson stated there is a difference between struggling and just not paying your bill. He continued that initially businesses that were struggling had PPP loans available and since then there is additional grants was available. A very lengthy discussion took place regarding getting the arrears being brought back to normal, reinstatement of applying penalties and the implementation and administration of that process. Council member, Mrs. Emick stated customers should be given the benefit of the doubt. After a lengthy discussion ended, Council President, Mr. Greenway concluded by stating customers who are in arrears will be required to pay 1/3 of their arrears within 90 days, the additional 1/3 arrears within an additional 90 days and the final 1/3 arrears within another 90 days for a total of an additional 270 days, however if the first payment, second payment or final payment is not made within the specific payment date, disconnection will take place. He also noted the Borough disconnection policy will be reinstated for current bills that become delinquent. Letters will be sent to all customers in arrears with the date and payment requirements and an explanation that penalties will now be reinstated on current waters bills that become delinquent, also within the letter a notice where help is available to any customer who has had a hardship due to the pandemic.

Motion by Mr. Greenway to amend his prior motion to approve the requirement for water customers whose current bill is in arrears, to pay 1/3 of their arrears within 90 days, the additional 1/3 arrears within an additional 90 days and the final 1/3 arrears within another 90 days for a total of an additional 270 days and if the first payment, second payment or final payment is not made by the due date of the payment, disconnection will take place. In addition disconnection will not be implemented if the customer can provide, through an outside agency e.g. STEP, American Rescue Workers, and Churches, that they will be eligible for assistance to provide payment through that entity, second by Mrs. Emick. Council member, Mr. Tillson questioned the incentive for customers to pay and not drag it out. Council President, Mr. Greenway stated the disconnection of service. Council member, Mrs. Emick stated there isn't any way for the customer to drag it out, as disconnection will take place if payments are not received within the 90 day time periods. Council member, Mr. Brown stated customers have been given until next year to pay their arrears and Council needs to understand Borough bills must be paid every month, if customers don't have to pay their arrears until next year, how will the Borough be able to pay their bills. Council member, Mr. Tillson stated by the time the customers' arrears are paid, we will be into another budget year. Council member, Mr. Brown agreed.

Council President, Mr. Greenway stated he is trying to come up with a plan that all can agree on. Council member, Mr. Tillson stated 2 months ago a decision was made to do nothing due to the COVID situation at that time, as people are in dire straits. He stated he agreed at that time and since that time customers received more stimulus money and nothing has changed. He fears that if you do not force customers to pay, this will go on and on. Council member, Mr. Lucas explained Council President, Mr. Greenway's motion is the only way it can be done fairly. Council member, Mr. Tillson share it is too long, it will have been almost two years. The motion carried.

Motion by Mr. Greenway to reinstate the application of penalties to the normal Borough policy requirements as of April 1st, 2021, second by Mrs. Emick. The motion carried.

PLANNING & ZONING – Central Keystone COG Reports March 2021

RECREATION – Nothing at this time.

STREETS/WATER – Street and Water Project Coordinator, Mr. Hoffman shared Mill Street has been opened. Council member, Mr. Lucas questioned an issue at the underpass of the green bridge. Street and Water Project Coordinator, Mr. Hoffman shared the issue is mud and will be taken care of. Council President, Mr. Greenway questioned the date for the restrooms to be opened at Indian Park. Street and Water Project Coordinator, Mr. Hoffman stated as soon as there is no chance for frost. Council member, Mr. Lucas questioned Mr. Hoffman if he had heard from the Disc golf organization. Street and Water Project Coordinator, Mr. Hoffman explained they are working on the installation of pads. He stated they will also be helping with the Great American cleanup event at Indian Park.

MAYOR – Mayor Bagwell stated he felt Council worked out a great deal with the Water delinquents and penalties, not everyone was happy but in the end, it got accomplished. He inquired regarding the conditions of crosswalks between the 300 – 400 block of Broad St. and the chevrons for no parking near the Post Office. Street and Water Project Coordinator, Mr. Hoffman stated they will be repainted as soon as the temperature is near 60°. He shared that typically they will be repainted prior to school being in session, however he could possibly move the scheduling up.

POLICE CHIEF – Chief Gyurina reviewed the March 2021 police report; noting several DUI's and fights. He shared he is hoping soon of the return of his police secretary, who has been out.

COUNCIL PERSONS – Council Vice President, Mr. Lucas questioned the Williamsport Municipal Regional Airport Authority recent tree removal project on Mill Street, noting he has heard several complaints. Street & Water Project Coordinator, Mr. Hoffman explained the stumps will remain to avoid any erosion and they will be seeding the area with grass. Council member, Mr. Brown shared the area where the trees were removed is airport property and our lease with the Williamsport Municipal Regional Airport Authority states they have the authority to remove those trees in accordance with the lease under the guise of the FAA. Council member, Mr. Lucas shared his hopes for the airport authority to revegetate the area with smaller trees and bushes as to beautify the area. At this time, Street & Water Project Coordinator, Mr. Hoffman announced the Brush recycling area is now open. Council member, Mrs. Emick announced the Recreation Committee has registered for the Great American Cleanup for Indian Park and possibly Mill Street on Saturday, April 10th, 2021 starting at 9:00AM if anyone is interested in volunteering. She stated they are working with several outside organizations who have volunteered for the event, noting the turnout has been great. Council member, Mr. Brown questioned the amount of residents who used the brush recycling area today. It was noted a large amount of residents stopped by the area today, these same residents have been stopping by for the last several weeks inquiring when it will be opened.

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, May 3, 2021 at 7:00 PM

VISITOR AND PUBLIC COMMENTS – Nothing at this time

There being no further business the meeting was adjourned at 8:35 PM on a motion by Mr. Lucas, second by Mr. Brown. The motion carried.

Respectfully submitted,

Ginny Gardner, Borough Secretary