

## MINUTES OF THE BOROUGH OF MONTOURSVILLE

April 6, 2015

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

Council President, Mrs. Holmes announced that an executive session took place prior to the Council meeting to discuss legal issues.

The minutes of the March 16, 2015 were approved on a motion by Mr. Moyer, second by Mr. Lucas. The motion carried.

**VISITORS AND PUBLIC COMMENT** – Nothing at this time.

**FINAL LAND DEVELOPMENT – Dan Rogers Accounting - 1100 Broad St.** – Representative from Bassett Engineering, along with Mr. and Mrs. Dan Rogers presented the proposed Final Land Development to Council. Borough Zoning Officer, Mr. Matt Sauers stated the plan had been reviewed by the Planning Commission and received a recommendation for approval with the following conditions; label the landscaping, adding a note indicating a variance was granted by the Zoning Hearing Board, granting a waiver from the Subdivision and Land Development Ordinance from the driveway design guidelines, contingent upon the engineer verifying and ensuring the access point of the driveway is large enough to accommodate the largest anticipated vehicle, granting a waiver for the Subdivision and Land Development Ordinance for requiring a 15 foot buffer yard contingent upon the engineer verifying that no storm water runoff will be directed towards or onto the alley or adjacent property owner. It was noted that the engineer suggested a rain garden be constructed along the alley. He noted Section 4.032, B with regards to the access point and Section 5.053, B regarding the 15 foot buffer of the Montoursville Borough Subdivision and Land Development are the two areas that would require a waiver. Council member, Mr. Holt questioned the size of the building. It was stated that the building is 1800 sq. ft., one story ranch. Sidewalk will be installed on Winter's Lane. Mayor Dorin and Mr. Rogers discussed the landscaping, noting it will have aesthetically pleasing landscape.

**Motion** by Mr. King to approve the Final Land Development Plan for Dan Rogers Accounting with the Planning Commission's recommendations, second by Mr. Holt. It was noted that the plan was exempt from a storm water management plan. The motion carried.

**TREASURERS REPORT – Motion** by Mr. Holt to approve the Treasurer's Report and the Borough bills for March 2015, second by Mr. Lucas. Council member, Mr. Holt stated two things to point out, a backhoe was purchased for \$30,000.00 and \$205,000.00 had to be borrowed from the Special Capital Improvement Fund, until the Borough received 2015 tax revenues. The Borough Secretary/Treasurer explained and noted the \$205,000.00 would be paid back. The motion carried.

**NEW BUSINESS** –

**WILLIAMSPORT AREA JOINT MS4s CHESAPEAKE BAY POLLUTANT REDUCTION PLAN/NPDES PERMIT NO. PAI134808-** The Borough Secretary along with Council member, Mr. Moyer explained. Council member, Mr. Moyer noted that this is the first submission to DEP with additional submissions being anticipated. Council discussed several issues regarding the MS4.

**Motion** by Mr. Moyer to approve the Williamsport Area Joint MS4's Chesapeake Bay Pollutant Reduction Plan/NPDES Permit No. PAI134808, second by Mr. King. The motion carried. At this time, Council member, Mr. Holt questioned Zoning Officer, Mr. Matt Sauers on the status of the Montoursville Area High School proposed renovations. Mr. Sauers explained that the consulting Engineer and Architect for the school will be doing a presentation of the proposed project at the next council meeting on April 20<sup>th</sup>. A discussion took place as to what approvals were still needed for the project and the timeline requirement. A discussion took place regarding the status of a proposed condemnation property, noting that the property owner was given another 30 days to comply. Council member, Mr. King requested a status update on the property.

**CONSTRUCTION AGREEMENT AND NOTICE TO PROCEED – TRA Electric, Inc. and 4M Construction**

**Services, Inc.** – It was noted that the agreements and Notice to Proceed are for the Automated Bulk Water Site project. **Motion** by Mr. Tillson to approve the Construction Agreements and Notice to Proceed with TRA Electric Inc. and 4M Construction Services Inc., second by Mr. Moyer. The motion carried.

**WILLIAMSPORT REGIONAL AIRPORT – Right of Way Agreement – removal of obstruction light –**

Council President, Mrs. Rosemary Holmes questioned the location. Street/Water Commissioner explained the location on the Borough property at the rear of Winters Lane.

**Motion** by Mr. Moyer to approve the Williamsport Regional Airport Right of Way agreement, second by Mr. Lucas. Council member, Mr. Lucas stated that this comes at no cost to the Borough. The motion carried.

**UTILITY SERVICES ASSOCIATES PROPOSAL – Leak Detection** – Street/Water Commissioner, Mr. Smith reviewed and explained the proposal. He noted they had this company come in two years ago and they located several leaks. He stated they will be here for five days, noting they will be going to suspected leak areas.

**Motion** by Mr. Lucas to approve Utility Services Associates proposal in the amount of \$6,506.00, second by Mr. Moyer. The motion carried.

**AMENDMENT TO AGREEMENT BETWEEN LYCOMING COUNTY AND MONTOURSVILLE BOROUGH – Mini –Grant Park & Nature Trail**

**Motion** by Mr. Lucas to approve the Amendment to the Agreement between Lycoming County and Montoursville Borough for the Mini-grant, second by Mr. Moyer. The motion carried.

**AUTHORIZATION TO ADVERTISE ORDINANCE AMENDMENT – Subdivision/ Land Development –**

**Motion** by Mr. Moyer to approve advertisement of the amendment to the Subdivision /Land Development Ordinance, second by Mr. Holt. The motion carried.

**PLANNING & ZONING** – Central Keystone COG March Reports were reviewed by Council.

**RECREATION** – Council member, Mr. Lucas reviewed the Recreation Board March minutes and Event permits.

**Motion** by Mr. Lucas to approve Event Permits 2015 – 12 through 2015-20; noting Event Permit 2015-14 is approved with the condition of providing insurance and fee is received, second by Mr. Holt. Council member Mr. Holt questioned the location of the Soccer Shot event. Council member Mr. Lucas stated they essentially will be located in the open green space of the park. Council member Mr. Holt questioned the wedding permit’s request to close off John Hazel drive. A discussion took place regarding the request. It was noted that the Borough could supply the road blocks for safety reasons. The motion carried. Softball representative, Mr. Vince Shearer requested approval to build and install a new shed to house their equipment. He presented a drawing of the shed; a discussion took place regarding the ownership of the shed if it were to be built.

**Motion** by Mr. Holt to approve the location of the shed that was requested by the Softball leagues, second by Mr. King. A discussion regarding the permits that may be required took place. Mr. Shearer discussed the estimated cost of the shed and stated they hope to get volunteer students to build it. The motion carried. Council member Mr. Lucas reviewed the upcoming events; the Montoursville Middle and High School Jazz Concert on May 20<sup>th</sup>, the movie “Paddington” on June 19<sup>th</sup>, rain date June 20<sup>th</sup>, and the movie “Cinderella” on August 21<sup>st</sup>, rain date August 22<sup>nd</sup>. Council member, Mr. Lucas stated that the Recreation Board gave approval for the Softball Leagues request to lease advertising signs in Indian Park. He questioned if the Solicitor reviewed the ordinances to see if advertisement signs would be permitted in the park. Solicitor, Randy Sees stated that the Borough zoning ordinance precludes signs in the park. Council member, Mr. Lucas questioned if the Solicitor investigated the other “hurdles” that might need to be addressed. Solicitor, Randy Sees stated that governmental bodies can’t do things that private bodies can do.

**Motion** by Mr. Lucas to table until the April 20<sup>th</sup> Council meeting, the Softball leagues request to install advertising signs in Indian Park until their request can be further investigated, second by Mr. Holt. The motion carried. Council member, Mr. Lucas stated the next Recreation Board meeting is April 21<sup>st</sup> at 7:00PM.

**STREETS/WATER** – Street/Water Commissioner, Mr. Ron Smith reviewed Larson Design Group Water Project status update report with Council. He noted that the borough crew has been street sweeping, patching potholes, inspecting the playground equipment. He stated that approximately 16 diseased Ash trees will be removed by PPL in several areas in the parks. He also stated that the roof on Pavilion #2 had been removed. Street/Water Commissioner Mr. Smith stated he had been contacted by the County to arrange to schedule the grinding of the brush pile and he will be scheduling the grinding in the near future. He noted that he had been asked by several residents when the brush pile would be open on Saturday mornings and was wondering if council would be entertaining the thought. A discussion took place as to if there would be an operator available to load mulch and to verify residency, in order to drop off their brush. Council discussed the cost of grinding the current brush pile and the current commercial brush hauling fees paid to date. Council agreed to change the locks on the brush pile gate.

**Motion** by Mr. Holt to approve the opening of the Brush pile on Saturday’s mornings with a Borough operator, second by Mr. Moyer. The motion carried. Street/Water Commissioner, Mr. Smith asked for Council’s approval to hire Ken Hafer’s Lawn Care for the mowing of the park. A discussion took place as to the cost associated with mowing and if it would be required to be bid. It was noted that the cost falls below the bidding threshold. Council member, Mr. Holt questioned if Street/Water Commissioner, Mr. Smith would be hiring part time summer employees. Street/Water Commissioner, Mr. Smith stated he would like to hire approximately 2 or 3 part time summer employees.

**Motion** by Mr. Holt to hire Ken Hafer’s Lawn Care to mow Indian Park at a cost of \$510.00 per mowing, second by Mr. King. The motion carried. Street/Water Commissioner, Mr. Smith stated that two water service taps had been installed, a leak had been repaired at 404 Washington Street, the PA One Call had been done for the fire hydrant repair near the laundry mat and 359 new meters had been installed to date. A discussion took place regarding the upcoming paving project. Council member, Mr. Tillson questioned Street/Water Commissioner, Mr. Smith on the process used to identify what alleys and streets are chosen for paving. Street/Water Commissioner, Mr. Smith stated the streets and alleys that are in the worst shape are chosen first. A discussion took place regarding the alleys and streets chosen to be paved. Council member, Mr. Tillson questioned how the curbs replacement would be paid. Street/Water Commissioner, Mr. Smith stated it would be done the way it had been done in the past; the Borough would pay for the curbs to be replaced upfront and then get reimbursed by the property owner. He also reviewed the Borough owned curb that would need replaced. He stated that the Borough Engineer, Mr. Todd Pysher will be bidding out the paving and curb replacement in one bid.

**MAYOR** – Mayor Dorin reviewed the March police report. Mayor Dorin stated that he still had “Young Lungs” signs that should be installed in the recreation areas. Council member, Mr. Lucas stated that he and Street/Water Commissioner, Mr. Smith will work on placement of the signs in the park. Mayor Dorin read a letter of congratulations from the North Central Tobacco Control Coalition for achieving the Bronze Award level of “Young Lungs at Play” challenge. Mayor Dorin stated from receiving the Bronze Award he will be receiving a new sign and post. Mayor Dorin stated the speaker at the last CBA meeting was from the adult probation office; he questioned why the Borough did not use their community service workers. A discussion took place regarding what has been used in the past, the process needed to utilize their service, the need for someone to oversee the workers. Mayor Dorin presented Council member, Mr. Tillson with documents about using their services. Council member, Mr. Tillson asked Street/Water Commissioner, Mr. Smith about using the adult probation services, Street/Water Commissioner, Mr. Smith stated that the Borough already uses community service workers. It was explained that community service workers are not the same as work release workers. Council member, Mr. Tillson stated he will discuss with Street/Water Commissioner, Mr. Smith the possibility of the Borough using the services from adult probation.

**POLICE CHIEF** – Chief Gyurina reported to Council on the ongoing investigation of English Model Railroad burglary, the recent bank robbery and the two year old who had been shot recently.

**COUNCILPERSONS** – Council member, Mr. Holt requested Council President, Mrs. Holmes to call for an executive session to discuss real estate. Council President, Mrs. Holmes announced the executive session at 8:42PM and stated council will be reconvening. The council meeting was reconvened at 9:16PM. Council member, Mr. King stated he attended the

Funders meeting for the Indian Park Pond Restoration and Nature Trail DCNR grant and was pleased with the response and donations from the community. Council member, Mr. Lucas questioned if there had been a fund set up for donations. The borough secretary stated that it had not been set up as of date. Solicitor, Randy Sees stated he had given council a recommendation approximately a year ago. Council discussed and agreed to have the Solicitor come up with a plan to establish a fund.

**Motion** by Mr. King to approve Borough Solicitor to establish a plan for a fund with guidelines for donations for the Indian Park Master Plan, second by Mr. Lucas. Council discussed establishing a name for the fund at the next council meeting. Council member, Mr. Lucas stated he would sit down with the Solicitor to discuss a plan; once a plan is established he will bring it back to council for approval. The motion carried. Council member, Mr. King explained that he had attended the Planning Commission meetings and feels they have ironed out some standing issues.

**SOLICITOR** – Nothing at this time.

**CORESPONDENCE AND ANNOUNCEMENTS** – Next Council meeting will be Monday, April 20, 2015 at 7:00 PM

**VISITOR AND PUBLIC COMMENTS** – Nothing at this time.

There being no further business the meeting was adjourned at 9:23 pm on a motion by Mr. Moyer, second by Mr. Holt and carried.

Respectfully submitted,

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Ginny Gardner, Borough Secretary