

MINUTES OF THE BOROUGH OF MONTOURSVILLE

May 2, 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, and Robert Brown. Absent: Chris Lucas, Kaleb Daniels

Council President Mr. Greenway called for a moment of silence in observance of the passing of Mr. Schultz, Mayor Bagwell's father.

The Pledge of Allegiance was observed.

The April 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 – Nothing at this time

TREASURERS REPORT – Motion by Mrs. Emick to approve April 2022 treasurer's report, second by Mr. Brown. The motion carried.

PUBLIC HEARING: COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION – FFY 2022 – KRISTIN MCLAUGHLIN/SEDA-COG – Council President, Mr. Greenway recessed the Council meeting at 7:02 PM and opened the Public Hearing. Ms. McLaughlin /SEDA COG discussed and reviewed the CDBG Block Grant Application FFY 2022. She discussed the program's history and the anticipated allocation of \$99,000.00 for the FFY 2022, noting that 18% goes to SEDACOG for administration. She reviewed the application schedule and stated project finalization should occur at the Borough Council meeting in August with the Lycoming County Commissioner's final Public Hearing taking place September 15, 2022. Ms. McLaughlin reviewed and discussed eligible activities, the national objectives and fundability requirements, the County's Fair Housing Notice, Antidisplacement Plan, Section 504 Outreach and Section 3 Preference. She reviewed the projects currently underway in the Borough including the removal of architectural barriers to the John Dorin Municipal building project, Homes in Need project, curb cuts project and homeowner's sidewalk reconstruction project. Discussion and inquiries regarding potential projects took place which included the continuation of curb cuts project and the Homes in Need project. Ms. McLaughlin continued to address inquiries regarding information presented. She reviewed the potential projects presented; Curbcut project and the Homes in Need project. At this time, Ms. McLaughlin requested any other public comments. Hearing no further comments Ms. McLaughlin closed the FFY 2022 CDBG application process and concluded the public hearing at 7:17 PM. Council President, Mr. Greenway reconvened the council meeting at 7:18 PM.

PRELIMINARY/FINAL LAND DEVELOPMENT PLAN– WEIS MARKETS - TAX PARCEL #34A-351-167B, LARGE SCALE BUSINESS DISTRICT, 801 NORTH LOYALSOCK AVE – Zoning Officer, Mr. David Hines, presented and reviewed the Final Land Development Plan for Weis Markets Gas n Go property located at 801 North Loyalsock Avenue, Zoning District Large Scale Commercial. He explained the proposed use as a Retail Service use is permitted, a 911 address will be needed from the Lycoming County Emergency Service, Water will be supplied by the Montoursville Borough Water Works and the project is located in special flood hazard district and additional requirements will apply. He stated as per Borough Engineer, Mr. Todd Pysher the plan does not require storm water management. The Lycoming County Planning Commission reviewed the project and had multiple comments which have all been addressed. It had received a positive recommendation for the Montoursville Borough's Planning Commission.

Motion by Mr. Greenway to approve Weis Markets Gas n Go Preliminary/Final Land Development Plan, Parcel #34A-351-167B, second by Mr. Brown. The motion carried.

NEW BUSINESS –

GIRL SCOUT SILVER AWARD PROJECT PRESENTATION – GRACE BARKAUSKAS & CAMERON NELSON – INDIAN PARK WARRIOR BOTANICAL GARDEN – Girl Scouts, Grace Barkauskas and Cameron Nelson, 8th graders with Girl Scout Troop # 60036 presented to Council their plan for the Indian Park Warrior Botanical Garden that needs to be completed by September 2022. The Silver Award is the highest accomplishment a Girl Scout can achieve and is awarded to Scouts in their 7th and 8th grade level of education. Following discussion regarding location and future maintenance it was determined this item will be tabled to next Council meeting after Grace and Cameron have had the opportunity to discuss their project with the Montoursville Garden Club and a commitment for the future maintenance of the garden. Council thanked both Grace and Cameron for sharing their project.

SUBRECIPIENT AGREEMENT CDBG FFY 2020 LYCOMING COUNTY AND MONTOURSVILLE – Council President Mr. Greenway presented the Subrecipient Agreement for the CDBG FFY 2020 between Lycoming County and Montoursville for review.

Motion by Mr. Greenway to approve the Subrecipient Agreement for the CDBG FFY 2020 between Lycoming County and Montoursville as presented, second by Mrs. Emick. The motion carried.

AMENDMENT #3 TO SUBRECIPIENT AGREEMENT – CDBG FFY 2017 – TIME EXTENSION & AMENDEMENT TO PROJECT DESCRIPTION – HOMEOWNER SIDEWALK RECONSTRUCITON PROJECT, CURB CUTS PHASE III PROJECT AND MONTOURSVILLE BUILDING RAB PROJECT–

Council President, Mr. Greenway presented Amendment #3 to Subrecipient Agreement to CDBG FFY 2017 requesting a time extension and project description for the Homeowner Sidewalk Reconstruction Project, Curb Cuts Phase III and Montoursville Building RAB Project for review.

Motion by Mr. Greenway to approve Amendment #3 to the CDBG FFY 2017 Subrecipient Agreement as presented, second by Mr. Brown. The motion carried.

CDBG-CV – FINAL FOLLOW UP FUNDING POSSIBILITIES – Ms. Kristin McLaughlin SEDA/COG shared information regarding funding possibilities for the CDBG-CV. She explained she followed up on the request to reach out Hope Enterprise and they were not interested in the funding at this time. She shared the Elderly Housing would like (8) eight hand sanitizing stations at a cost of \$150.00 per station, and an environmental review would be required which would also have a cost. The other project discussed was hand washing stations, approximately 8/9 stations to be located in Indian Park however it would need to be considered under the category of urgent need which can only use 30% of your funding that is being used and it must also be adhered to a fix location in some way. She is recommending to reallocate \$6,000.00 for the Elderly Housing hand sanitizing stations and \$20,000.00 for the Indian Park hand washing stations with the anticipation that approximately \$60,000.00 of the CDBG-CV funding would be spent which would be approximately the 30%. She continued stating, if the cost of the hand washing stations exceed the 30% there would be some form of repayment needed. A discussion regarding the longevity and the possible vandalizing of the hand washing stations took place.

Motion by Mr. Greenway to approve allocating \$26,000.00 to the CDBG-CV project for hand sanitizing and hand washing stations, second by Mrs. Emick. The motion carried.

ORDINANCE #491 – FLOODPLAIN MANAGEMENT – Council President, Mr. Greenway presented Ordinance #491 Floodplain Management plan for review.

Motion by Mr. Greenway to approve Ordinance #491 Floodplain Management as presented, second by Mrs. Emick. The motion carried.

SRO AGREEMENT & EXTENSION LETTER – Council President, Mr. Greenway presented the SRO Agreement and extension letter for review.

Motion by Mr. Greenway to approval SRO Agreement & Extension Letter as presented, second by Mr. Brown. The motion carried.

DONATION – MUNCY VFW POST 3428 – BENCH & PLAQUE – Council President, Mr. Greenway shared the Borough is in receipt of a donation from Muncy VFW Post 3428 of bench with plaque to the Indian Park Nature Trail. **Motion** by Mr. Greenway to approve and accept the donation of a bench and plaque from Muncy VFW Post 3428, second by Mrs. Emick. The motion carried.

FEE SCHEDULE – AMENDMENT – Council President, Mr. Greenway presented amended Fee Schedule for Floodplain Management Permit fees for review. **Motion** by Mr. Greenway to approve amended Fee Schedule as presented, second by Mrs. Emick. The motion carried.

PLANNING & ZONING – April Planning Commission Minutes and Central Keystone COG Reports April 2022 were reviewed.

RECREATION – Council member, Mrs. Emick reported the Recreation Board had finalized their calendar of events. She reviewed the upcoming summer events at Indian Park. It was shared approximately 50 people participated in the Great American Clean Up at Indian Park which was a great success. Council member, Mrs. Emick announced the Borough applied and was awarded a Lycoming County Act 13 Mini Grant for parks and recreation in the amount of \$50,000.00 for the proposed Southern Playground Rehabilitation project. She explained receiving this grant award the Borough is very close to funding the new playground project at Indian Park. Council member, Mrs. Emick reviewed and explained Event permits 2021-20 and 2022-03.

Motion by Mrs. Emick to approve amended event permit 2021-20 as presented, second by Mr. Greenway. The motion carried.

Motion by Mr. Greenway to approve event permit 2022-03 as presented, second by Mr. Brown. The motion carried.

STREETS/WATER – Council President, Mr. Greenway reviewed the April Street and Water report, noting several water leaks have been fixed and the street crew have been working on potholes. A discussion took place regarding the concerns with the restrooms not being open as of date. It was noted the process for their opening is determined yearly and the end of freezing temperatures. It was also noted an additional issue this year is parts that have been ordered and have not yet been received; the parts are anticipated to arrive tomorrow.

MAYOR – Mayor Bagwell reported the Montoursville Little League parade will take place this upcoming weekend. He also reported that the fundraising efforts for the Montoursville Memorial Gardens is doing well.

POLICE CHIEF – Chief Gyurina reviewed the April police report. . Chief Gyurina reported on an ongoing investigation of counterfeit money noting the Secret Service is involved with the case. He explained an incident where Deputy Chief Bentley had been called for a suspicious person and with the help of two individuals in the area, the person was apprehended and taken to the hospital for evaluation.

COUNCIL PERSONS – Nothing at this time.

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, June 6, 2022 at 7:00 PM. Council President, Mr. Greenway announced an executive session will be held immediately following this meeting to discuss legal matters and Council will not be reconvening.

VISITOR AND PUBLIC COMMENTS – Nothing at this time.

There being no further business the meeting was adjourned at 8:15 PM on a motion by Mr. Greenway, second by Mr. Brown. The motion carried.

Respectfully submitted,

Ginny Gardner, Borough Secretary