

MINUTES OF THE BOROUGH OF MONTOURSVILLE

May 3, 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 and Robert Brown. Absent – Mr. Lucas and Mr. Haines.

The Pledge of Allegiance was observed.

The April 5, 2021 minutes were approved on a motion by Mr. Brown, second by Mrs. Emick. The motion carried.

VISITORS AND PUBLIC COMMENT FOR AGENDA ITEMS –

TREASURERS REPORT – Motion by Mrs. Emick to approve April 2021 treasurer’s report, second by Mr. Greenway. The motion carried.

PUBLIC HEARING – Community Development Block Grant FFY 2021 – Ms. Kristin McLaughlin/SEDACOG – Council President, Mr. Greenway recessed the Council meeting at 7:03 PM and opened the Public Hearing. Ms. McLaughlin /SEDA COG discussed and reviewed the CDBG Block Grant Application FFY2021. She discussed the program’s history and the anticipated allocation of \$98,000.00 for the FFY 2021, noting that 18% goes to SEDACOG for administration. She reviewed the application schedule stating and stated project finalization should occur at the Borough Council meeting in July or August with the Lycoming County Commissioner’s final Public Hearing taking place September 7, 2021. 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 third round of curb cuts and construction, removal of architectural barriers to the John Dorin Municipal building and homeowner’s sidewalk reconstruction project. Discussion and inquiries regarding potential projects took place. Council member, Mrs. Emick shared the possibility of offering through STEP Inc. assistance to make homeowner repairs. Ms. McLaughlin explained STEP, Inc. runs a very successful program for homes in need and will reach out to them to inquire if any Montoursville Borough residents are in need. Ms. McLaughlin explained that curb cuts are an eligible project and the Borough has expended \$550,000.00 in grant monies for curbcuts over the past several years which saves money that would otherwise come from the Borough’s general fund. Council President, Mr. Greenway questioned if the interior doors of the Borough building would be considered an architectural barrier. Ms. McLaughlin stated they would. Ms. McLaughlin continued to address inquiries regarding information presented. She reviewed the potential projects presented; homeowner housing rehabilitation, removal of architectural barriers – John Dorin Municipal Building and curbcuts. At this time, Ms. McLaughlin requested any other public comments. Hearing no further comments Ms. McLaughlin closed the FFY 2021 CDBG application process and concluded the public hearing at 7:29 PM. Council President, Mr. Greenway reconvened the council meeting at 7:29 PM.

NEW BUSINESS –

AMENDMENT #2 TO COOPERATIVE AGREEMENT – CDBG FFY 2017 – TIME EXTENSION & BUDGET REVISION – HOMEOWNER SIDEWALK PROGRAM TO CURB RAMP PROJECT - Council President, Mr. Greenway presented amendment #2 regarding cooperative agreement CDBG FFY 2017 under the Homeowner Sidewalk Program to Curb Ramp Projected for review.

Motion by Mr. Greenway to approve Amendment #2 to the CDBG FFY 2017 Cooperative Agreement and Budget Revision, seconded by Mr. Brown. The motion carried.

CHANGE ORDER #1 – 2020 CDBG CURB RAMP PROJECT – COMPENSATING FOR ACTUAL CONSTRUCTION QUANTITIES – WOLYNIAC CONSTRUCTION - Council President, Mr. Greenway presented Change Order #1 for the 2020 CDBG Curb Ramp Project.

Motion by Mr. Greenway to approve Change Order #1 for the 2020 CDBG Curb Ramp Project to Wolyniec Construction in the amount of \$10,300.00, second by Mr. Brown. The motion carried.

PAYMENT APPLICATION #4 – FINAL – 2020 CDBG CURB RAMP PROJECT – WOLNIEC CONSTRUCTION, INC. – Council President, Mr. Greenway presented Payment Application #4, Final payment to Wolyniec Construction, Inc. for the 2020 CDBG Ramp Project.

Motion by Mr. Brown to approve Payment Application #4, final payment for the 2020 CDBG Ramp Project to Wolyniec Construction, Inc. in the amount of \$6,246.99, second by Mrs. Emick. The motion carried.

2021 STREET IMPROVEMENT PROJECT BID – GLENN O. HAWBAKER, INC. - Council President, Mr. Greenway presented a bid submitted by Glenn O. Hawbaker, Inc. for the 2021 Street Improvement Project for review.

Motion by Mr. Greenway to approve and award the 2021 Street Improvement Project to Glenn O. Hawbaker, Inc. in the amount of \$402,598.00, second by Mr. Brown. The motion carried.

CHANGE ORDER #2 – MECHANICAL & ELECTRICAL IMPROVEMENT TO THE MONTOURSVILLE WATERWORKS – APPELLATION CONSTRUCTION SERVICES, LLC – Council President, Mr. Greenway presented Change Order #2 for the Mechanical & Electrical Improvement to the Montoursville Waterworks for review.

Motion by Mr. Greenway to approve Change Order #2 for the Mechanical & Electrical Improvement to the Montoursville Waterworks to Appellation Construction Services, LLC in the amount of \$30,602.06, second by Mrs. Emick. The motion carried.

PROPOSAL – CW AUTOMATION & INTEGRATION, LLC – INTEGRATION OF SCADA SYSTEM - Council President, Mr. Greenway presented a proposal submitted by CW Automation & Integration, LLC to integrate the SCADA System for review.

Motion by Mr. Greenway to approve the proposal submitted by CW Automation & Integration, LLC for integration of a SCADA System for the water system, second by Mrs. Emick. The motion carried.

RESOLUTION 2021-01 – ADOPTION OF LYCOMING COUNTY MITIGATION PLAN - Council President, Mr. Greenway presented Resolution 2021-01 adoption of the Lycoming County Mitigation Plan for review.

Motion by Mr. Brown adopting the Lycoming County Mitigation Plan as presented, second by Mrs. Emick. The motion carried.

CHURCH ALLEY PAVING – LCWSA/HRI – Council President, Mr. Greenway stated Lycoming County Water and Sewer Authority has awarded a bid to HRI, Inc. to pave Church Alley as an ongoing project. He shared the Borough has requested additional paving to be done to Church Alley with the Borough paying for that additional paving.

Motion by Mr. Greenway to approve the proposal submitted by HRI, Inc. /LCWSA for paving an area of Church Alley in the amount of \$4,200.00, second by Mr. Brown. The motion carried.

DONATION – MARGE WILSON – OAK TREE & MEMORIAL PLAQUE - Council President, Mr. Greenway presented Marge Wilson's donation of an Oak tree and memorial plaque to the Indian Park Nature Trail.

Motion by Mr. Brown to approve and accept the donation of an Oak tree and memorial plaque from Marge Wilson, second, by Mrs. Emick. The motion carried.

DONATION – AMERICAN LEGION – PICNIC TABLE – DOG PARK - Council President, Mr. Greenway presented the American Legion's donation of a picnic table to the Montoursville dog park.

Motion by Mr. Greenway to approve and accept the donation of a picnic table to be located in the Montoursville Dog Park, second, by Mrs. Emick. The motion carried.

LOYALSOCK VALLEY ELEMENTARY – WAIVING OF PAVILLION RENTAL FEE REQUEST – FIELD TRIP – JUNE 10, 2021 –

Motion by Mrs. Emick to approve the Loyalsock Valley Elementary request to waive the Pavilion Rental Fee's for scheduled for June 10, 2021, second, by Mr. Greenway. The motion carried.

PLANNING & ZONING – Central Keystone COG Reports April 2021

RECREATION – Council member, Mrs. Emick reviewed the Recreation Board April 2021 Minutes, including Indian park's summer event schedule. She shared the Great American cleanup event at Indian Park was a success with approximately 50 volunteers belonging to various organizations. Council President, Mr. Greenway reviewed and explained Event permits 2021-08, 2021-09, and 2021-10.

Motion by Mr. Greenway to approve Event Permits 2021-08, 2021-09, and 2021-10, second by Mrs. Brown. The motion carried.

STREETS/WATER– Nothing at this time.

MAYOR – Mayor Bagwell stated he and Street & Water Project Coordinator, Mr. Cliff Hoffman met with the Kiwanis Club to discuss locations in Indian Park where electrical service needs could be added. Street and Water Project Coordinator, Mr. Hoffman has requested a proposal to inquire as to the cost for these electrical improvements. Mayor Bagwell had followed up with the Kiwanis Club requesting to prioritize five locations they feel are most important. In addition Mayor Bagwell noted by obtaining this proposal would assist in determining if this request would be something the Kiwanis Club feels is worth proceeding with. An update will be provided at a future meeting.

POLICE CHIEF – Chief Gyurina reviewed the April 2021 police report. In addition, he shared a child in the Borough was celebrating his 5th birthday with a police officer themed party. At the request of the child's parents, Officer Watkins and the Mayor stopped by the child's home to wish him a happy birthday.

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 2, 2021 at 7:00 PM

VISITOR AND PUBLIC COMMENTS – Resident, Donna Ponegrate 437 Cherry Street, inquired about the dates of the Montoursville Community Yard Sales. The Borough Secretary shared the contact information of the person coordinating the event and indicated the dates are June 4 and 5, 2021. A reminder was made yard sale permits are not required for the community yard sale.

There being no further business the meeting was adjourned at 7:51 PM on a motion by Mr. Brown, second by Mrs. Emick. The motion carried.

Respectfully submitted,

Ginny Gardner, Borough Secretary