

MINUTES OF THE BOROUGH OF MONTOURSVILLE

June 4, 2018

The regular meeting of the Montoursville Borough Council held in the Borough building was called to order by Council President Eric Greenway at 7:03 PM with the following answering roll call: Ted Haines, Chris Lucas, Mark Tillson, Tina Kline, Eric Greenway and Robert Brown.

The Pledge of Allegiance was observed.

The May 7, 2018 minutes were approved on a motion by Mr. Brown, second by Mrs. Kline. The motion carried.

VISITORS/PUBLIC COMMENT ON AGENDA ITEMS – Nothing at this time.

TREASURERS REPORT – **Motion** by Mr. Lucas to approve the Treasurer's report and the Borough bills for May 2018, second by Mr. Haines. The motion carried.

Council President, Mr. Greenway announced there was an executive session held prior to the Council meeting to discuss some personnel issues.

PUBLIC HEARING – Community Development Block Grant FFY 2018 Application – Ms. Kristin McLaughlin /SEDACOG. Council President, Mr. Greenway recessed the Council meeting at 7:03 PM and opened the Public Hearing. Ms. McLaughlin/ SEDACOG discussed and reviewed the CDBG Grant Application for FFY 2018. She stated the anticipated allocation for 2018 is approximately \$87,000.00; 18% goes to SEDACOG for administration. Ms. McLaughlin stated the CDBG program is an entitlement grant program. It is a federal program through Housing and Urban Development, passed to PA Community and Economic Development and then passed to the entitlement community. It is governed by PA ACT 179. Ms. McLaughlin stated that today's purpose for the public hearing is to discuss regulations associated with CDBG projects, discuss project proposals for FFY 2018 and to close the project proposal phase for the 2018 CDBG application process. She reviewed the application schedule; stating she will return for the August 2018 Council meeting for the project review and finalization, then to the County's regular session for a combined finalization. The County Commissioners will review and approve at the final meeting, taking place on October 4, 2018. She 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. Ms. McLaughlin questioned if the public had any proposed project ideas for consideration for the 2018 FFY. Ms. McLaughlin noted she had been contacted by Diakon, which had intended on proposing a project for security of their building; however, they were not present. Council member, Mr. Tillson questioned if curb cuts can be repaired. Ms. McLaughlin stated yes, and gave explanation as to the requirements, noting that maintenance of curb cuts is not eligible. Council member, Mr. Tillson questioned how other communities handle curb cut repairs and if they are required to install curb cuts on street projects. Borough Engineer, Mr. Pysher responded yes, it is a requirement. Ms. McLaughlin explained the criteria, noting that Montoursville Borough is considered an entitled community, which is the reason they receive CDBG funds and other municipalities do not. Council Vice President, Mr. Lucas questioned the eligibility of doing a crosswalk upgrade for hearing/visually impaired that is located on a state route. Ms. McLaughlin answered CDBG regulations do not prohibit work involving a state route. Council member, Mr. Tillson questioned the eligibility of upgrades to make restrooms and parking lots handicap accessible. Ms. McLaughlin noted there is a fine line between what is allowed under CDBG rules as opposed to ADA accessibility. Resident, Carrie Staron questioned the qualifications for recreational use. Ms. McLaughlin responded the qualifications for recreational use, depends upon who will benefit, to be eligible the borough must meet the low to moderate income guidelines borough wide. Montoursville Borough does not meet the required 51% of residents meeting the low to moderate income guideline. Council member, Mr. Lucas question the use of CDBG funds to purchase a swing for the use of a disabled person with a wheelchair. Ms. McLaughlin stated an investigation as to who is going to use the swing will be required and

handicapped children are not considered in the classification that will automatically qualify. Ms. McLaughlin stated she will investigate the pedestrian crosswalks for the impaired. Council member, Mr. Brown questioned the possibility of updating the regulations. Council discussed the eligibility requirements for a wheelchair swing. Ms. McLaughlin stated she would also investigate the eligibility of a wheelchair swing. Ms. McLaughlin questioned if there were any comments towards identifying to access the Borough's facilities or programs and any project with historical or environmental impact. Hearing no further proposals or comments Ms. McLaughlin closed the 2018 CDBG application process and concluded the public hearing at 7:30 PM. Council president, Mr. Greenway reconvened the council meeting at 7:31 PM.

NEW BUSINESS –

UTILITY SERVICES ASSOCIATES PROPOSAL - \$8,047.00-LEAK DETECTION – Council President, Mr. Greenway explained this service provides leak detection and will help locate leaks before they surface.

Motion by Mrs. Kline to approve the Utility Services Associates proposal in the amount of \$8,047.00 for leak detection, second by Mr. Greenway. The motion carried.

2018 CDBG CURB RAMP PROJECT – AWARD BID TO HRI INC. IN THE AMOUNT OF \$151,900.00 – Borough Engineer, Mr. Todd Pysher explained the curb ramp project noting three bids were received. The lowest apparent bid was from HRI Inc., in the amount of \$151,900.00, Ms. McLaughlin stated SEDA-COG has not completed their review therefore she would recommend a conditional award.

Motion by Mr. Lucas to conditionally approve and award the 2018 CDBG Curb Ramp Project to HRI, Inc. in the amount of \$151,900.00 conditioned upon a positive final review from SEDA-COG, second by Mr. Brown. The motion carried.

2018 STREET IMPROVEMENT PROJECT – AWARD BID TO HRI INC. IN THE AMOUNT OF \$251,651.30 – Borough Engineer, Mr. Todd Pysher explained the 2018 Street Improvement Project noting there were four bids received. The lowest apparent bid was from HRI, Inc. in the amount of \$251,651.30.

Motion by Mr. Lucas to approve and award the 2018 Street Improvement Project to HRI, Inc. in the amount of \$251,651.30, second by Mr. Greenway. The motion carried.

STRAIN POLE – REPLACEMENT OF DAMAGED CROSSING POLE INTERSECTION OF BROAD AND LOYALSOCK – HERR SIGNAL & LIGHTING IN THE AMOUNT OF \$500.00 – Borough Engineer, Mr. Todd Pysher explained the replacement strain pole has been approved by PennDOT. It was noted the Borough will recoup the costs through an insurance claim submitted to the driver who damaged the poles' insurance company.

Motion by Mr. Brown to approve to purchase a replacement Strain pole from Herr Signal & Lighting in the amount of \$500.00, second by Mrs. Kline. The motion carried.

PLANNING & ZONING – Central Keystone COG May Report.

RECREATION – Council Vice President, Mr. Lucas reviewed & explained Event permits 2018-13 and 2018-22.

Motion by Mr. Lucas to approve Event permits 2018-13 and 2018-22, second by Mr. Haines. The motion carried. Council member, Mr. Lucas announced the movie in the park "Despicable Me" will be held June 15, 2018. Council President, Mr. Greenway discussed issues regarding baseball tournaments and fees. He stated a resolution to amend fee's per tournament as opposed to paying \$150.00 per team. He suggested a fee of \$300.00 for first day of tournament and additional fees for second day. Council member, Mr. Tillson stated \$300.00 is not enough and softball tournaments need to pay a fair fee. Council member, Mr. Lucas stated several items to consider are the how often the fields are used noting, that when a tournament is held, it is for the entire day; therefore, no one else has the opportunity to use them. Mayor Bagwell stated money is being made by the Softball Leagues from their tournament fees and concession stand. Council President, Mr. Greenway explained this year Council approved the Men's league's event permit with the use of the concession stand. He stated it would not be appropriate to make them move their items out for others to use it. There was a lengthy discussion about the tournament fees. Borough Solicitor, Mr. Sees

recommended the fee be uniform. Council member, Mr. Lucas suggested a Building, Assets and Recreation Committee meeting be scheduled to discuss tournament fees.

STREETS/WATER – Council member, Mr. Tillson questioned bulk water sales. It was noted bulk water is selling bulk water, but sales have diminished. Council member, Mr. Tillson questioned the rate charged for bulk water. It was noted the rate for Bulk water is \$10.00 per 1,000 gallons for the first 2 million gallons. There was discussion regarding the gas industry and bulk water. Council member, Mr. Tillson explained leak detection is still ongoing. It was noted it may take several weeks to receive the written report.

MAYOR – Mayor Bagwell discussed the Lycoming County Veterans Day Parade meeting he attended. He stated the anticipated date of the parade in Montoursville will be May 2019. He noted it is a very organized group and should pose no problems the borough. Mayor Bagwell stated he has received complaints from residents about the notices for putting grass in the street. He stated residents don't understand why grass cannot be placed in the street. He stated information should be on social media as to why they can't put the grass in the streets.

POLICE CHIEF – Chief Gyurina reviewed the June police report. He stated officers gave out warnings and information about the grass in the streets, if residents repeat the grass violation they will be cited. Montoursville Police Department will be participating in the "click-it or ticket" program. Chief Gyurina explained issues with vehicles being parked within twenty feet of the crosswalk on Broad Street. He stated the curbs will be painted yellow within twenty feet from the crosswalk to help drivers understand that parking is not permitted.

COUNCIL PERSONS – Nothing at this time.

SOLICITOR – Nothing at this time.

COUNCIL PRESIDENT – Council President, Mr. Greenway questioned Chief Gyurina on the status of the cameras for the brush recycling area. Chief Gyurina stated a deposit is required for the camera purchase, once it is received they will be installed as soon as possible. Council President, Mr. Greenway stated once cameras and signage is installed, Council will move forward with opening the brush recycling area for the residents. The cameras need to be installed to prevent illegal dumping. Council member, Mr. Lucas stated the brush recycling will be for brush only, no grass clippings or leaves; however, the Borough will continue street leaf pick up.

PENDING MATTERS – Nothing at this time.

CORRESPONDENCE AND ANNOUNCEMENTS – The next regular Council meeting will be held Monday, July 2, 2018 at 7:00 PM.

VISITOR AND PUBLIC COMMENTS - Resident, Jason Cott, 915 Spruce Street questioned if a church basement would be eligible for the CDBG program for Historic Preservations. Ms. McLaughlin stated yes, as an eligible activity but it is required to meet three objectives. Resident, Donna Ponegrate, 437 Cherry Street stated previous Council did not have any intentions on selling the water company and hopes the current Council agrees with their previous decisions. Council member, Mrs. Kline agreed noting she hopes that never happens. Resident, Carrie Staron, Mulberry Street stated she spoke with Mayor Bagwell and some Council members regarding the brush pile and requested a status update. She noted we have a current brush pile and it is going to cost us \$6,000.00 to get rid of it. She believes that money should be spent on park equipment. She questioned the possibility of spreading across the field where it is stored. Council President, Mr. Greenway stated it must be removed from the current area within two years. Council is looking at other options, but does not want to discuss it until we find out if it is feasible. Ms. Staron questioned Chief Gyurina regarding the 700 block of Mulberry Street, noting there are several calls for harassment and disorderly conduct listed in the newspaper. Chief Gyurina explained that it is most likely the school since its address is now Mulberry Street. He stated it is the way the newspaper reports them and may not be what actually occurred. Ms. Staron announced upcoming Recreation Board events in the park that were listed in the newspaper.

There being no further business the meeting was adjourned at 8:25 PM on a motion by Mr. Lucas, second by Mr. Brown and carried.

Respectfully submitted,

Ginny Gardner, Borough Secretary