

## MINUTES OF THE BOROUGH OF MONTOURSVILLE

July 12, 2021

The regular meeting of the Montoursville Borough Council held in the John Dorin Municipal Building was called to order by Vice President Chris Lucas at 7:00 PM with the following answering roll call: Mark Tillson, Misty Emick, Robert Brown and Chris Lucas. Absent – Mr. Greenway and Mr. Haines

The Pledge of Allegiance was observed.

The June 7, 2021 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 June 2021 treasurer’s report, second by Mr. Brown. The motion carried.

**SUBDIVISION – James Marchese – Tax Parcel # 34A-003-411, 526 N Arch St /614 Nicely Avenue** – Zoning Officer, Mr. David Hines reviewed the Subdivision plan for Tax Parcel #34A-003-411, 526 N. Arch St and 614 Nicely Avenue. Zoning Officer, Mr. Hines stated the plan has been recommended for approval by the Lycoming County Planning Commission, Montoursville Borough Planning Commission and Borough Engineer, Mr. Todd Pysher and has met all Zoning and Subdivision requirements. He noted a variance was granted on May 14, 2021 by the Zoning Hearing Board related to the lot size and width. The property is zoned residential suburban district, with two lots, each property having individual water service and street addresses.

**Motion** by Mrs. Emick to approve James Marchese Subdivision Plan, Parcel #334A-003-411, second by Mr. Brown. The motion carried.

### **NEW BUSINESS –**

**CHANGE ORDER #1 – 2021 STREET IMPROVEMENT PROJECT** – Council Vice President, Mr. Lucas presented Change Order #1 – 2021 Street Improvement Project for review.

**Motion** by Mr. Brown to approve Change Order #1 for the 2021 Street Improvement Project to Glen O. Hawbaker, Inc. in the amount of \$7,800.00 and \$370.00 per square yard of concrete for driveway aprons with a quantity and cost to be determined seconded by Mr. Lucas. The motion carried.

**AUTHORIZATION LETTER – 911 MEMORIAL COALITION RIDE** – Council Vice President, Mr. Lucas presented an Authorization Letter for the 911 Memorial Coalition Ride for review.

**Motion** by Mr. Lucas to approve the Authorization Letter for the 911 Memorial Coalition Ride, second by Mr. Brown. The motion carried.

**SUBRECIPIENT AGREEMENTS – CDBG-CV FFY 2020 - AMERICAN RESCUE WORKERS & STEP, INC.** Council Vice President, Mr. Lucas presented the Subrecipient Agreements for the CDBG-CV FFY 2020 with the American Rescue Workers and STEP, Inc. for review. The American Rescue Workers and STEP, Inc. are assisting Borough residents who have applied for financial assistance due to the COVID pandemic.

**Motion** by Mrs. Emick to approve the Subrecipient Agreements for the CDBG-CV 2020 with the American Rescue Workers & STEP, Inc., second by Mr. Lucas. The motion carried

**PLANNING & ZONING** – July Planning Commission Minutes and Central Keystone COG Reports June 2021 were reviewed.

**RECREATION** – Council member, Mrs. Emick noted the June planned recreation events were well received. She stated the next movie in the park will be “RAYA” and will be held on August 6<sup>th</sup>, 2021. Council Vice President, Mr.

Lucas reviewed and explained Event permits 2021-11/Amended, 2021-12, 2021-13 and 2021 -14.

**Motion** by Mrs. Emick to approve event permit 2021-11/Amended, 2021-12, 2021-13 and 2012-14, second by Mr. Lucas. The motion carried.

**STREETS/WATER** – Street/Water Project Coordinator, Mr. Hoffman explained that the Borough will be flushing hydrants in the near future. He shared a notice will be published and additionally it will be posted on the Borough Facebook page and website. He stated it is anticipated to be completed by the end of the month.

**MAYOR** – Mayor Bagwell shared Borough residents have suggested the Borough create a brush pile utilizing a swipe card to enter similar to Loyalsock Townships. Those who use the facility are required to pay a fee for their card which provides access to the pile after working hours and weekends. Street/Water Project Coordinator, Mr. Hoffman explained he cannot justify the cost for the system noting that on average nine people utilize the pile on the designated Saturday hours. Council Vice President, Mr. Lucas shared his parents currently own property located in Loyalsock Township and is aware of how they operate their facility. He stated he does not feel it would be in the best interest of the Borough, however, he is willing to reevaluate the operating hours and days the facility is open. Mayor Bagwell also shared he recently received a call from the coordinator of the Flight 800 Run/walk which will take place throughout the community. He stated Chief Gyurina has no issues with the run/walk. He shared there should be no issues with traffic as it will be a staggered run/walk event. Mayor Bagwell questioned as to how the flushing of hydrants will affect businesses. Street/Water Project Coordinator, Mr. Hoffman explained most of the flushing will take place during the day however the business and restaurant areas will take place at night. He also confirmed notices will be posted regarding the flushing.

**COUNCIL PERSONS** – Council member, Mr. Brown publicly thanked Street/Water Project Coordinator, Mr. Hoffman for the placement of the donated duck feeding signs in the two locations around the pond. At this time, Mayor Bagwell shared only one call was received with regard to the July 4<sup>th</sup> fireworks. Council Vice President, Mr. Lucas inquired of Mr. Hoffman regarding park maintenance, asking if there is extra burden placed on the crew due the addition of the disc golf course. Street/Water Project Coordinator, Mr. Hoffman stated other than a disc flying onto the highway so far no problems have occurred. Council member, Mrs. Emick commented the bocce ball courts looks very nice.

**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, August 2, 2021 at 7:00 PM.

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

There being no further business the meeting was adjourned at 7:32 PM on a motion by Mr. Brown, second by Mrs. Emick. The motion carried.

Respectfully submitted,

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Ginny Gardner, Borough Secretary