

## MINUTES OF THE BOROUGH OF MONTOURSVILLE

August 6, 2018

The regular meeting of the Montoursville Borough Council held in the Borough building was called to order by Council President Eric Greenway at 7:00 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 July 2, 2018 minutes were approved on a motion by Mrs. Kline, second by Mr. Brown. The motion carried.

**VISITORS/PUBLIC COMMENT ON AGENDA ITEMS** – Alicia Colonie, Tinkergarten, Inc. addressed council regarding a permit request that was submitted; inquired if council had an opportunity to review documents and wanted to share additional information. Council President, Mr. Greenway stated she will have time later in the meeting to present and discuss this matter. Mr. Jerry Walls offered a letter to council members regarding repairs made to the bike path. Council President, Mr. Greenway indicated there will be time available at a later portion of the meeting for this matter to be addressed. Council President, Mr. Greenway announced for any public comment regarding items on the agenda. No comments were made at this time.

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

### **NEW BUSINESS** –

**PROPOSED DRAFT JOINT POLLUTANT REDUCTION PLAN (PRP)** – Council President, Mr. Greenway announced the Proposed Draft Joint Pollutant Reduction Plan is open for public comment. No comments were made at this time.

**JOINT POLLUTANT REDUCTION PLAN (PRP) ADMINISTRATOR** – Council President, Mr. Greenway recommended the Borough Secretary to be appointed as the administrator of the Joint Pollutant Reduction. **Motion** by Mrs. Kline to approve the appointment of Ginny Gardner, Borough Secretary/Treasurer, as the Administrator of the Joint Pollutant Reduction Plan (PRP); second by Mr. Greenway. The motion carried.

**CDBG PROJECT REVIEW AND FINALIZATION FFY 2018** – Ms. Kristin McLaughlin, SEDA-COG explained CDBG FFY 2018 noting the focus will be the projects proposed at the June meeting. She explained the funding eligibility process and was reported the Borough's allocation increased by 8% for a total of \$94,393.00. She stated she discussed with the grant manager two specific projects; one project discussed regarded ADA accessible adult wheelchair swings. She explained two suppliers, who offer different designs but are very similar were reviewed. Ms. McLaughlin explained in order to make improvements to Indian Park, certain criteria needs to be met; one criteria is the primary focus needs to be on severely disabled adults vs. children noting typically playgrounds are geared towards children. She explained this type of swing is made for adult size wheelchairs, however there is nothing preventing a child in a wheelchair from use. The second project discussed was audible crosswalk improvements for Loyalsock Avenue at the intersection near Walmart and Weis Markets. She explained the Borough will be required to provide documents justifying ADA compliance for a particular crosswalk compared to other crosswalks located in the Borough. One other project mentioned was Viacom Services that had been brought to both her and Ginny's attention, however the person did not attend prior meeting but wanted it on record; there is no reason to move forward. Ms. McLaughlin proceeded to recommend to apply \$20,000.00 toward the purchase of three adult wheelchair swings, \$58,700.00 to curbcuts and \$15,660.00 to administration.

**Motion by Mr. Greenway** to approve the CDBG FFY 2018 projects with \$20,000.00 to the purchase three adult wheelchair swings, \$58,700.00 to curbcuts and \$15,660.00 to administration, second by Mr. Lucas. The motion carried.

**ORDINANCE #480 – AMENDING SECTION 150-46, SCHEDULE IX, ADDING STOP SIGNS – BOTH DIRECTION OF TRAVEL – CLAIRE RD AT THE INTERSECTION OF CYPRESS ST –**

**Motion by Mrs. Kline** to approve Ordinance #480, amending Section 150-46, Schedule IX, Adding Stop Signs Both Directions of Travel on Claire Road at the Intersection of Cypress Street; second by Mr. Haines. The motion carried.

**P/T SEASONAL – EMPLOYMENT - \$10.00/HR. – MARISA ENGEL & PATRICK BOWER –** Council President, Mr. Greenway noted the proposed individuals would be replacing two prior part-time seasonal positions vacated due to military orders; therefore would not be considered new positions.

**Motion by Mr. Lucas** to approve the hiring of Marisa Engel and Patrick Bower for Part time seasonal employment with a wage of \$10.00 per hour, second by Mrs. Kline. Motion carried.

**WATER RATE ANALYSIS PROPOSAL –** Council President, Mr. Greenway reviewed and explained Levine Engineering water rate analysis proposal.

**Motion by Mr. Greenway** to approve the proposal for a water rate analysis from Levine Engineering Services, LLC in the amount of \$1,000.00; second by Mrs. Kline. The motion carried.

**LB WATER – PEARPOINT CAMERA – COSTAR PURCHASE –** Council President, Mr. Greenway recapped a prior council meeting discussion that approved the purchase of a jet-vac truck that would be used to meet the required MS4 regulations. He stated it was discussed at that meeting to purchase a “demo” unit scope style camera in order to inspect the storm sewers. Purchasing a “demo” unit would be a cost savings to the Borough compared to the purchase of a brand new one. Council member, Mr. Tillson added in order to be proactive with MS4 regulations, he is recommending the purchase of the camera at a cost of \$36,757.75 compared to \$1.1 million for a one time service for the Borough to outsource with a contractor.

**Motion by Mr. Greenway** to approve the purchase of a demo model Pearpoint Camera from LB Water through COSTARS at the cost of \$36,757.75; second by Mrs. Kline. The motion carried.

**LB WATER – ECLIPSE PORTABLE FLUSHING STATION/NORWECO BIO-NEUTRALIZER IN THE AMOUNT OF \$2,435.00 –** Council President, Mr. Greenway reviewed and explained the flushing station.

**Motion by Mr. Greenway** to approve the purchase of the Eclipse Portable Flushing Station/Norweco Bio-Neutralizer from LB Water in the amount of \$2,435.00; second by Mrs. Kline. The motion carried.

**PLANNING & ZONING –** Central Keystone COG July Report.

**RECREATION –** Council Vice President, Mr. Lucas at this time invited Alicia Colonie, Tinkergarten, Inc. to present to council her organizations requested Event Permit # 2018 -31. The concept is to hold exploratory, hands on learning within a nature setting and would involve children, their parents and community. Classes are held once per week for one hour. Council discussed and shared the Borough’s requirements for event permits and usage fees that would be attached. It was also noted the Borough has not permitted for-profit organizations to utilize the park. A discussion took place regarding their concerns regarding future requests of this kind. Council members were in agreement that it appears to be a good program. At this time council agreed additional discussion and research will be required in order to preserve Indian Park’s status as a not-for-profit park and provided Ms. Colonie with options.

**Motion by Mr. Lucas** to approve Permit #2018-31; seconded Mr. Greenway. Motion Failed.

Council Vice President, Mr. Lucas reviewed and explained Event permits #2018-23, #2018-29, #2018-30, #2018-32 and Permit #2018-33. Council Vice President, Mr. Lucas noted two events had already occurred, unfortunately those permits were submitted on short notice. The permits were not received in time for the Recreation Board recommendation and

Borough Council approval. Council member, Mrs. Kline questioned dates for Event permit #2018-32. The dates were confirmed as September 4<sup>th</sup> and 25<sup>th</sup>, 2018 along with the fee's related to that permit in the amount of \$180.00.

**Motion by Mr. Lucas** to approve Event permits #2018-23, #2018-29, #2018-30, #2018-32 and #2018-33 seconded Mr. Greenway. The motion carried.

**STREETS/WATER** – Nothing at this time.

**MAYOR** – Mayor Bagwell explained he had issued an emergency declaration due to flooding which encompassed areas of the Borough including the bike path. Mayor Bagwell stated he is always looking at ways to save money, noting mobile phone costs for the Mayor has ceased since the beginning of the year. He acknowledged Chief Gyurina for his research into mobile phone providers which resulted in budget saving costs in the amount of approximately \$1,000 in communication related expenses; approximately \$1,600 overall for this budget year. Mayor Bagwell discussed fireworks safety and being proactive; possibly tightening up the restrictions or other measures that will be effective. Both Chief Gyurina and Borough Council members agreed currently there are state legal restrictions regarding use of fireworks which can be addressed in the future. Mayor Bagwell commended Officer Hagemeyer who assisted a 97 year old female resident by going above his routine job duties on behalf of the Mayor.

**POLICE CHIEF** – Chief Gyurina reviewed the June police report. He reported on a several investigations including one that is being turned over to the FBI for the reason of having more resources in the event there is a conviction. Chief Gyurina reminded council August 7<sup>th</sup> is National Night Out from 6:30pm to 8:30pm and will be held at the Willing Hand Hose; food and refreshments will be supplied. He noted that it's a great night out for the kids.

**COUNCIL PERSONS** – Nothing at this time

**SOLICITOR** – Solicitor, Randy Sees stated no public comments were made in regards to the Pollutant Reduction Plan (PRP), however the Borough will continue to accept written comments until August 31, 2018. Additionally, he noted the matter regarding the Comcast Franchise Agreement 2006 – 2021 will be discussed at the September Council meeting. A representative from Comcast will be in attendance.

**COUNCIL PRESIDENT** – Nothing at this time.

**PENDING MATTERS** – Nothing at this time.

**CORRESPONDENCE AND ANNOUNCEMENTS** – The next regular Council meeting will be held Monday, September 10, 2018 at 7:00 PM; executive session will be held immediately following the Council meeting to discuss Personnel issues without reconvening.

**VISITOR AND PUBLIC COMMENTS** – Mr. Jerry Walls, explained and shared he and his wife use the bike path in Indian Park as a form of exercise. He stated there is a need to address the gravel bars which can be dangerous when flooding occurs under the Loyalsock Bridge. Mr. Walls indicated he had a first-hand account with an incident that occurred there a year ago and shared his experience. He thanked Council member, Mr. Haines for reviewing his ideas for improvement. He offered to help obtain any and all approvals required to remove the gravel bars.

Resident, Carrie Staron, Mulberry Street, inquired what had prompted the need for a water rate analysis study. Council member, Mr. Tillson explained funding within the budget is to be put in place to take care of various projects. A water rate analysis is needed in order to confirm the cost of producing water is being met with the current rates to ensure the Borough is not losing money. Ms. Staron questioned the name of the firm who will be contracted to do the water rate study. It was noted that Levine Engineering located in Altoona, PA will be doing the study. Ms. Staron also inquired if Bulk Gas Water sales had increased. Council could not confirm current sales. Ms. Staron questioned Council Vice President, Mr. Lucas regarding the Drum Corps asking if they are profit or not for profit. Council Vice President, Mr. Lucas shared the drum corps is a not for profit and will be utilizing the park for practice. They will not be charging

fees. He stated a large competition takes place in Williamsport. Ms. Staron questioned the warranty on the ADA accessible adult wheelchair swing. It was noted the company cannot guarantee warranty on installation by the Borough, however if the contracted company were to perform the installation at cost then they will guarantee a warranty for installation.

Council President, Mr. Greenway announced an executive session will be held after this meeting to discuss personnel issues and Council will not be reconvening.

There being no further business the meeting was adjourned at 8:19 PM on a motion by Mr. Lucas, second by Mr. Brown and carried.

Respectfully submitted,

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Ginny Gardner, Borough Secretary