

MINUTES OF THE BOROUGH OF MONTOURSVILLE

September 22, 2014

The regular meeting of the Montoursville Borough Council was called to order by Council Vice President Rosemary Holmes at 7:00 PM, with the following answering roll call: Mark Tillson, Dennis Holt, David Moyer and Christopher Lucas. Council President, Ronald Shearer – absent.

The Pledge of Allegiance was observed.

The minutes of the September 8<sup>th</sup>, 2014 were approved on a motion by Mr. Holt, second by Mr. Moyer. The motion carried.

**VISITORS AND PUBLIC COMMENT** – Council Vice President, Mrs. Holmes stated that only public comments regarding agenda items will be discussed at the first public comment period and all other comments will take place at the end of the meeting during the second public comment. Mayor Dorin stated at the last council meeting, Zach Edinger talked about his grandmother having ovarian cancer. Mayor Dorin presented to Zach Edinger a proclamation to designate September as National Ovarian Cancer Awareness Month. Ribbons will be placed on the trees on the 300 block of Broad Street in recognition of the National Ovarian Cancer Awareness Month. No other public comments at this time.

**NEW BUSINESS** –

**HIPPA/BAA – Larson, Kellet and Associates, P.C.** – The Borough Secretary explained this is a Business Associates Agreement required by HIPPA regarding any business associates that have access to personal records including Social Security numbers, health information, addresses, etc due to confidentiality. Our auditor, Larson Kellet and Associates has the ability to review any of our invoices including our health invoices during an audit. The HIPPA agreement was amended due to changes in the law.

**Motion** by Mr. Moyer to approve the HIPPA/BAA form for Larson, Kellet and Associates, P.C., second by Mr. Lucas. The motion carried.

**BROAD STREET WATERLINE CHANGE ORDER #1 for \$66,550.00** – Street/Water Commissioner, Ron Smith explained that the change order is for the waterline that ends on Jordan Avenue between PennDot’s maintenance building and their administration building. He stated that we have been having a lot of problems in this area; this should improve the service for PennDot and the residents in that area due to it being a dead end waterline that collects a lot of debris. We need to extend the waterline down Jordan Avenue, turn it out toward Broad Street and connect it into the new Broad Street waterline that we are currently installing. He noted it will be 590 feet of additional waterline. Street/Water Commissioner, Mr. Smith explained to council the scope of work that had been completed and the additional work needed to be done regarding the Broad Street Waterline project.

**Motion** by Mr. Holt to approve the Broad Street Waterline Change Order #1 in the amount of \$66,550.00, second by Mr. Lucas. The motion carried.

**RECREATION** – September Minutes  
Event Permits:

2014-33 Connecting the Pieces-Community Day – September 20<sup>th</sup>, 2014  
8:00AM – 4:00PM

One event permit was reviewed by Council member, Mr. Lucas. He noted that this event has already taken place. He explained that the Harvest Parade was finalized for October 4<sup>th</sup>, 2014 by the Recreation Committee at their September 16<sup>th</sup> meeting.

**Motion** by Mr. Lucas to approve Event permits 2014-33, second by Mr. Moyer. The motion carried. The next Recreation Board Committee meeting will be held October 21<sup>st</sup>, 2014 @ 7:00PM. Council Vice President, Mrs. Holmes commented that there are 27 entries in the Harvest Parade on October 4<sup>th</sup>, 2014.

**STREETS/WATER** – Street/Water Commissioner, Mr. Ron Smith gave a report to Council. Street/Water Commissioner, Mr. Smith stated that the streets are getting close to being done with painting lines and repairing hot tape for the year. Two dead trees were removed from the park and there are about 10-12 more that need to be removed yet. About a dozen of the big Ash trees need removed when the ground is frozen. Street/Water Commissioner, Mr. Smith asked for council's approval to take down the salt bin before it collapses because of its poor condition. The new Broad Street Waterline Project is moving along quickly and they are doing a good job. He noted there have been 51 new meters installed and 27 appointments for new meters to be installed. He stated that gas companies have purchase 4,350,722 gallons of water so far this month. Council member, Mr. Moyer questioned Mr. Smith if the installation of the new water meters were getting easier and quicker. Street/Water Commissioner, Mr. Smith responded that they were. Council member, Mark Tillson questioned the status of the tree replacement within the streetscape. Street/Water Commissioner, Mr. Smith stated it would be done this fall with approximately 7 trees that need replaced. Mayor Dorin commented that he is waiting for a response back from a gentleman from Penn State who was referred to us by John Grado regarding the tree replacements. Street/Water Commissioner, Mr. Smith explained he would like to remove 2 feet on each side of the trees for brick placement. Street/Water Commissioner, Mr. Smith stated we need to wait until the trees become dormant and we will need to dig deeper for the new replacement trees. A discussion took place regarding the tree donations from people; there is a list of 5 people in the borough office. Council discussed building a new salt bin for next year.

**Motion** by Mr. Holt to approve the demolition of the salt bin, second by Mr. Moyer. The motion carried.

**MAYOR** – Mayor Dorin reported that 30 officials attended the recent CBA meeting, noting that speaker Mr. Tom Randis/DEP discussed the MS4. He noted the next CBA meeting will be October 16<sup>th</sup> with a roundtable discussion on finances and future topics. Mayor Dorin discussed a situation taking place in the borough where flyers are being shredded and strewn throughout certain properties in the borough. Mayor Dorin stated that there had been 80 incidents at Walmart through August and he is currently working with management and security. A discussion took place regarding Walmart security. Mayor Dorin stated that the Police department must file charges. Council member, Mr. Tillson questioned how the businesses are handled on the Golden Strip. It was noted it is covered by the State Police. A discussion took place regarding the State Police. Council member, Mr. Lucas questioned if any of Montoursville Police Department attended the funeral for the State Policeman killed by Eric Frein. Chief Gyurina stated that Officer Hagemeyer had attended. Council member, Mr. Lucas stated to pass on his appreciation to Officer Hagemeyer for his representation of Montoursville.

**POLICE CHIEF** – Chief Gyurina reported to Council on thefts that occurred in the Borough. He also noted there was a possible sighting of Eric Frein in Walmart, video was reviewed and it was determined to be false.

**JASON YORKS/LYCOMING COUNTY RESOURCE MANAGEMENT** – Mr. Jason Yorks/Lycoming County Resource Management explained to Council that as of December 31<sup>st</sup>, 2014 the LCRM will be ceasing curbside pickup noting the drop off site will not be affected. He stated the County is utilizing single stream recycling which will be handled by resident's trash haulers. Council member, Mr. Lucas stated that he has already been utilizing a single stream trash hauler and it isn't a hassle. It was noted that the County Commissioner's decided to cease curbside due to the program losing money. Mr. Yorks noted that the approximate cost for a 95 gallon container is \$5.00 per month.

**COUNCILPERSONS** – Finance Committee Chairperson, Mr. Holt explained to council that it is time to begin the budget process. He reviewed and explained to council members the Borough Revenue funds and the estimated 2015 revenues for each fund. Council discussed the possibility of raising additional revenue through the Local Service Tax and brush haulers fees. Council member, Mr. Lucas questioned who is responsible for the lowest portion of property in the park. It was noted that it was Lowes property and their responsibility to maintain it. Mayor Dorin questioned Street/Water Commissioner if he had sold the approved excess equipment. Street/Water Commissioner, Mr. Smith stated that it had not been done yet. Council member, Mr. Lucas questioned if the Borough had received any confirmation regarding the grants submitted for the Park Master Plan. The Borough Secretary stated that the Borough had been awarded from the County Commissioner's Act 13 Legacy Fund \$20,000.00 for the Park Master Plan pond restoration and nature trail. Council member, Mr. Lucas noted he

had attended a recent LCAT meeting where it had been noted that a lot of municipalities had not been using it. He questioned who is responsible for inputting information on it from the Borough. It was noted that the Borough Secretary and the Chief of Police had been trained with the understanding that the office staff would be trained however due to the personnel staffing issues it has not been accomplished.

**SOLICITOR** – Nothing at this time.

**COUNCIL PRESIDENT** – Absent at this time.

**PENDING MATTERS** – Council member, Mr. Holt stated he noted the Borough Solicitor has sent the letter regarding Eck Lane and he would like this to be discuss at every meeting to keep it on track. He also noted he would like an update every meeting on the status of the demolition of the “cat house”.

**COORESPONDENCE AND ANNOUNCEMENTS** – Next Council meeting will be Monday, October 6<sup>th</sup>, 2014 at 7:00 PM. Council Vice President, Mrs. Holmes announced there will be an executive session after the council meeting to discuss pending litigation.

**VISITORS AND PUBLIC COMMENTS** – Resident, Mr. Ronald Beech requested permission for the VIP’s to replace the roof on the large gazebo in the park with cedar shake shingles. Street/Water Commissioner, Mr. Smith noted it will cost approximately \$ 2,000.00 in materials.

**Motion** by Mr. Holt to approve the expenditure to purchase cedar shake shingles and materials to replace the roof on the large gazebo, second by Mr. Moyer. The motion carried. Mr. Beech discussed that he has been working on finding the Memorial Plaques in Indian Park; to date he found 75 visible plaques. He noted there are approximately 40 plaques missing or buried. He noted that some plaques do not have trees or have trees that are dying. Council discussed the replacement of trees in Indian Park. Council member, Mr. Tillson stated the tree replacement should be coordinated with the Park Master Plan. Council member, Mr. Holt noted that it had been approved previously to replace trees however no new trees should be planted. Council member, Mr. Lucas questioned the life expectancy of a memory tree, noting that if a tree has been there 20 years it has served its lifespan. Council member, Mr. Tillson questioned Mayor Dorin on the status of the Park Master Plan. Mayor Dorin stated that Brian Auman is continuing to make progress on the Plan and is currently working on the Mill Street portion. A discussion regarding the material of the plaques and if they could be cleaned up took place. Council member, Mr. Tillson suggested to clean the plaques up and store them until the Park Master Plan is completed. Mr. Beech proceeded to question Council regarding the VIP’s use of chainsaws and the abundance of invasive species of trees in Indian Park. Council member, Mr. Lucas commented that the use of the chainsaws can lead to liability issues and noted the current personnel can handle it as they have done in the past. Street/Water Commissioner, Mr. Smith stated that the removal of trees in Indian Park is a winter project that can be accomplished. Resident, Tina Kline, 1009 Tule Street respectfully requested that a copy of the Council meeting’s agenda could be posted on the Borough website so that residents are aware on what is to be discussed at the meeting. Council agreed. Mr. Robert Brown, 1201 Cherry Street wanted to thank everyone that has been involved in the Park Master Plan and also thanked Council member, Mr. Holt for the budget explanation.

There being no further business the meeting was adjourned at 8:48 pm on a motion by Mr. Lucas, second by Mr. Moyer and carried.

Respectfully submitted,

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Ginny Gardner, Borough Secretary