

MINUTES OF THE BOROUGH OF MONTOURSVILLE

September 10, 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, Mark Tillson, Tina Kline, Eric Greenway, and Robert Brown. Absent - Chris Lucas

The Pledge of Allegiance was observed.

The August 6, 2018 minutes were approved on a motion by Mr. Brown, second by Mr. Haines. The motion carried.

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

POSSIBLE RENEWAL OF COMCAST OF SOUTHEAST PA, LLC FRANCHISE AGREEMENT – FUTURE CABLE RELATED NEEDS & INTERESTS – PUBLIC COMMENT – Ms. Kristen Richey, Comcast Community Affairs, explained the current Franchise Agreement between Montoursville and Comcast of Southeast PA, LLC is due to expire January 1, 2021. She stated as per federal law in order for municipalities to enter into a renewal of a franchise agreement, public negotiation discussions are required to take place three years prior to the expiration date. Ms. Richey provided her contact information along with documentation regarding updates and improvements Comcast has made related to customer service, billing, package deals, and mobile service that have occurred during the past 15 years. She stated a typical term for a franchise agreement is 10 to 15 years. No public comments were presented at this time.

FINAL LAND AND DEVELOPMENT PLAN – Williamsport Regional Municipal Airport, 700 Airport Road – Zoning officer, Mr. David Hines reviewed the Final Land Development plan and stated it meets all zoning requirements and complies with Article 11 of the ordinance. Attorney, Mr. Fred Holland represented Savoy Furniture Warehouse and explained the Savoy's have been in discussion with the Williamsport Municipal Airport Authority to provide emergency access to the airport. He stated there will be an agreement between Savoy Furniture and the Williamsport Municipal Airport Authority that provides a permanent access easement from Howard Street to the rear of the Savoy Furniture plant to the right continuing to the railroad crossing.

Motion by Mrs. Kline to approve Final Land Development for Savoy Furniture Warehouse, 300 Howard Street, second by Mr. Greenway. The motion carried.

Zoning Officer, Mr. David Hines reviewed the Final Land Development Plan. Mr. Hines stated several variances concerning front yard setbacks were granted by the Zoning Hearing Board and have been satisfied. Mr. Hines noted the plans were reviewed by the Lycoming County Planning Commission, the Borough Engineer as presented. The Borough Planning Commission had reviewed the plan at their meeting on September 5, 2018 and gave a positive recommendation for approval. Mr. Hines explained the applicant will be required to provide a bond/certified check or other financial security satisfactory to the Borough Solicitor and Borough Engineer along with an executed Developer's Improvement Agreement and will be a condition for approval.

Motion by Mr. Greenway to conditionally approve the Final Land Development Plan for the Williamsport Regional Municipal Airport, 700 Airport Road, contingent upon the applicant's providing a form of financial security satisfactory to the Borough Solicitor and Engineer and an executed Development Improvement Agreement, second by Mrs. Kline. The motion carried.

TREASURERS REPORT – **Motion** by Mr. Greenway to approve the treasurer's report and the Borough bills for August 2018, second by Mr. Brown. The motion carried.

NEW BUSINESS –

2019 POLICE AND NUU PENSION MMO – Council President, Mr. Greenway presented and explained the 2019 Police and NUU Pension MMO for approval.

Motion by Mrs. Kline to approve the 2019 Police and NUU Pension MMO as presented, second by Mr. Brown. The motion carried.

P/T SEASONAL – EMPLOYMENT - \$10.00/HR – DANIEL YEAGLE –

Motion by Mr. Greenway to approve the part-time seasonal employment of Daniel Yeagle at the rate of \$10.00 per hour, second by Mr. Brown. The motion carried.

MONTOUR STREET EXTENSION PROJECT – LETTER – Council President, Mr. Greenway presented correspondence requested by PennDot permitting an extension of Montour Street as another public access to the airport. He explained that once the project is completed, Montoursville Borough will be responsible for the maintenance of the additional proposed street; however the borough will not be responsible for the maintenance of the railroad tracks/crossing or street lighting. Discussion by Council ensued regarding PennDOT's request and need of the extension, traffic flow, and safety concerns regarding the railroad tracks.

Motion by Mr. Greenway to approve the letter for the Montour Street Extension Project to PennDOT as presented, second by Mrs. Kline. The motion carried.

CHIEF OF POLICE AGREEMENT AND DEPUTY CHIEF OF POLICE AGREEMENT - Council President, Mr. Greenway reviewed and explained the Chief of Police Agreement and the Deputy Chief of Police Agreement. He noted that both agreements had expired as of December 2017 and both have been without an agreement for nine months. Mr. Greenway stated the Personnel Committee met with both the Chief of Police and Deputy Chief of Police which resulted in both agreements being drafted and presented to Council.

Motion by Mr. Greenway to approve the Chief of Police and Deputy Chief of Police Agreements as presented, second by Mrs. Kline. The motion carried.

AUTHORIZATION TO ADVERTISE A REQUEST FOR APPLICATIONS AND RESUMES - STREET AND WATER PROJECT COORDINATOR – Council President, Mr. Greenway reviewed a prior decision made by Council regarding changes made within the Borough's administrative structure; he continued noting the transition had not gone as smooth as anticipated. Therefore, in order to satisfy areas related to the administrative responsibilities, the Borough will review a position for a Street and Water Project Coordinator. Council President, Mr. Greenway discussed the current need of the position. Council member, Mrs. Kline commented she would like to ensure that Council is addressing the Borough's administrative needs; noting presently operations are not being fulfilled in the manner they had anticipated and is time to review other options.

Motion by Mrs. Kline to approve authorization to advertise for the request of Applications and Resumes for the position of Street and Water Project Coordinator, second by Mr. Haines. The motion carried.

AUTHORIZATION FOR LEVINE ENGINEERING TO PREPARE AND ADVERTISE BID DOCUMENTS – MONTOUR STREET WATERLINE PROJECT – Council President, Mr. Greenway stated an unexpected project has been proposed for the replacement and relocation of a waterline in Montour Street due to PennDOT's future plans to pave Montour Street. The plans for the project have been completed by Levine Engineering. Levine Engineering is requesting Council's approval to prepare and advertise the bid documents.

Motion by Mr. Brown to approve authorization for Levine Engineering Services, LLC to prepare and advertise bid documents for the Montour Street Waterline Project; second by Mrs. Kline. The motion carried.

ADVERTISEMENT OF ORDINANCE #481 – AMENDING SECTION 150-46, SCHEDULE IX, ADDING STOP SIGNS – BOTH DIRECTIONS OF TRAVEL – TULE STREET AT INTERSECTION OF ELM STREET– Chief Gyurina explained due to safety concerns, additional stop signs are being requested to be installed to address the flow of traffic in that that area.

Motion by Mrs. Kline to approve the advertisement of Ordinance #481 – amending Section 150-46, Schedule IX, Adding Stop Signs in Both Direction of Travel on Tule Street at the intersection of Elm Street; second by Mr. Brown. The motion carried.

JOINT POLLUTANT REDUCTION PLAN (PRP) – Council President, Mr. Greenway presented the Montoursville Borough and Fairfield Township Joint Pollutant Reduction Plan (PRP). It was noted that no comments were received or submitted to Montoursville Borough.

Motion by Mr. Brown to approve the Montoursville Borough and Fairfield Township Joint Pollutant Reduction Plan (PRP) as presented, second by Mrs. Kline. The motion carried.

PLANNING & ZONING – Central Keystone COG August Report.

RECREATION – Council President, Mr. Greenway reviewed and explained Event Permit # 2018-34 and #2018-35.

Motion by Mr. Greenway to approve Permit #2018-34 N and Permit #2018-35, second by Mr. Brown. The motion carried.

STREETS/WATER – Nothing to report at this time.

MAYOR – Mayor Bagwell reported he had received several calls from residents and concerned business owners regarding weeds and trees being removed along Broad Street; inquiring if plans are in place to replace the trees that have been removed. Another item of concern he reported was in regard to a businesses using multi-colored Christmas lights when it is not the season; he feels it is not appropriate or appealing especially when it is not part of the business signage. Mayor Bagwell shared that he recently attended the cross country race event; added he received feedback from individuals who had complained about the fee that was imposed. Mayor Bagwell suggested educating employees through training, on how to treat people, as people can become complacent in their position. He stated it would serve as a means to reiterate the best form of communicating with people.

POLICE CHIEF – Chief Gyurina reviewed the August police report. He reported on several items; receiving a call regarding gas ciphering and scams trying to separate the wife from the husband in order to scam money; the money being used for drug use. He gave an update regarding the Little League game; noting it was small turn out and no issues to report and on the National Night Out stating the event experienced a steady flow of participants and the overall evening went well.

COUNCIL PERSONS – Council member, Mrs. Kline questioned the prior approval for the placement of a stop signs at Claire and Cypress. It was noted the signs has not yet been installed as of date due to the delayed delivery of solar powered flashing strobe emergency lights that are to be installed on the signs.

SOLICITOR – None at this time.

COUNCIL PRESIDENT – Council President, Mr. Greenway discussed an issue related to a previously purchased flushing station. He stated Levine Engineering recommended a viable plan to put Well #2 in service making the necessary updates vs. digging and tearing up Broad Street in order to better serve the Borough residents with water. Additionally, he suggested and recommended the Borough obtain costs for the materials required to put Well #2 back in service listed and submitted by the Chief Water Operator. Discussion ensued concerning costs and current budget dollars available.

Motion by Mr. Greenway to approve the recommendation provided by Levine Engineering putting Well # 2 in service along with obtaining costs of materials required from the list submitted by the Chief Water Operator to put Well #2 in service, second by Mr. Brown. The motion carried.

PENDING MATTERS – Nothing at this time.

CORRESPONDENCE AND ANNOUNCEMENTS – The next regular Council meeting will be held Monday, October 1, 2018 at 7:00 PM. Council President, Mr. Greenway announced an executive session will be held after this meeting to discuss personnel issues and Council will not be reconvening.

VISITOR AND PUBLIC COMMENTS – Resident, Joshua Gresh, 409 N. Washington Street, shared his concern regarding drainage in the alley located behind his home. He stated the drainage is horrible, and causes issues for multiple residences. It has been an issue for the past two years for him and his wife. He noted it has been a rainy spring and summer which generates water drainage from the alley into their yard and has been working with a contractor to try to install a drainage system that does not require electric. He shared how this drainage issue has caused damage to other neighbors' driveway and property as well getting water in their basement. He explained due to his constant worry regarding this issue they personally have had a loss of sleep, having to take days off from work. Photos of Mr. Gresh's backyard were provided to Council. Council President, Mr. Greenway explained this topic was discussed last month's meeting stating the alley is crowned correctly but unfortunately their property sits lower compared to the rest of the neighbors on the alley. He stated Council member, Mr. Tillson has battled a similar circumstance for some time and unfortunately the Borough cannot justify the use of tax dollars to correct individual property drainage due to their property sitting lower. Council member, Mr. Tillson shared he has lived in the Borough for the last 30 years and sympathizes with Mr. and Mrs. Gresh. Mrs. Gresh commented if they could financially correct the issue themselves they would. She discussed ideas to correct the issue noting a representative from the Borough did stop by their house and recommended the installation of a drainage system. Resident, Ms. Donna Ponegrate, 437 Cherry Street discussed a similar situation that took place many years ago. Resident, Mrs. Kathleen Moser, 349 Spruce Street, shared a photo from 2016 of a puddle and state she feels the continuation of tar and chipping of the alley it will only make matters worse. Council President, Mr. Greenway stated the Street and Water Committee can review the situation once again, however he does not feel anything will change as far as the requirements of the Borough regarding this matter. He stated he sympathized with the residents who attended and shared his experiences as he is in the same situation; he cannot drive in his alley with his 4X4 Jeep with having a foot of water. Council member, Mr. Tillson tried to seek a solution, however stated the Borough cannot utilize tax payer dollars to remedy their situation; noting if it is good for you; it has to be good for all residents. He stated the Borough is to maintain the alleys but not to reconstruct the alley.

There being no further business the meeting was adjourned at 8:29 PM on a motion by Mrs. Kline, second by Mr. Brown and carried.

Respectfully submitted,

Ginny Gardner, Borough Secretary