

MONT ALTO BOROUGH COUNCIL MEETING

CALL TO ORDER – Council Vice President Dennis Monn called the Regular meeting of August 4, 2008 of the Mont Alto Borough Council to order at 6:33 p.m.

ROLL CALL – Thomas Lawson, Debra Lee, Dennis Monn, Shannon Strizziere, Beverly Spicer and Rick Lee present. Michael Gossard absent.

MAYOR – Mayor John Esser present.

BOROUGH STAFF – Maurice Gossert Nassaux-Hemsley, Inc., Jeff Evans Solicitor, Patricia A. Kocek Borough Secretary and Michael Hansen Zoning Officer

INVOCATION – P. Kocek

PLEDGE OF ALLEGIANCE

VISITORS

Ryan Ship – Penn State University

Richard Sleicher – Mont Alto Volunteer Fire Department

Allison Stains – The Record Herald

Presentation of a \$15,000.00 donation to the MAVFD - On behalf of Mont Alto Borough Council, Dennis Monn presented a check in the amount of \$15,000.00 to Richard Sleicher, Vice President of the MAVFD. Dennis Monn read the letter accompanying the donation that stated in part, “This money is to be earmarked to pay the costs involved in combining the two electric services coming into the Fire Hall located at 517 Main Street, Mont Alto, PA.” Dennis Monn thanked the MAVFD for the fine job they are doing in the Borough.

R. Sleicher thanked Borough Council for their generous donation and told them that this project needs to be done in order to provide a proper evacuation center for the Borough of Mont Alto.

R. Sleicher left the meeting at this time.

Penn State University – Council Vice President D. Monn recognized Ryan Ship a student at Penn State Mont Alto. Mayor Esser invited R. Ship to attend the Council meeting this evening to give Council a preview of what will be going on at the Campus during August, September and October. R. Ship presented copies of the calendars for the first three months school is open and reviewed some of the things that will take place at the Campus this fall. J. Esser thanked R. Ship for coming to the meeting this evening.

ACCEPTANCE OF ZONING OFFICERS REPORT

July 2008 – D. Lee made a motion to accept the Zoning Officer’s Report for July 2008, B. Spicer seconded, all in favor Aye, opposed No, motion carried.

BOROUGH OF MONT ALTO ZONING OFFICERS REPORT TO THE BOROUGH COUNCIL

Michael Hansen
for Accredited Services, Inc.
Zoning Officer

Report Period: July 2008

LAND USE PERMITS

<u>Date</u>	<u>Name</u> <u>Project Address</u>	<u>Inspections</u>	<u>Comments</u>
7/14/2008	Educational Property Group, Inc. Lot 7, Dani Brooke Dr.	Three-Unit Townhouse	Permit # 08-26
7/14/2008	Educational Property Group, Inc. Lot 8, Dani Brooke Dr.	Three-Unit Townhouse	Permit # 08-27
7/14/2008	Educational Property Group, Inc. Lot 9, Abby Court	Three-Unit Townhouse	Permit # 08-28
7/14/2008	Educational Property Group, Inc. Lot 10, Abby Court	Three-Unit Townhouse	Permit # 08-29
7/14/2008	Educational Property Group, Inc. Lot 11 Abby Court	Three-Unit Townhouse	Permit # 08-30
7/14/2008	Educational Property Group, Inc. Lot 12, Abby Court	Two-Unit Townhouse	Permit # 08-31

7/14/2008	Educational Property Group, Inc. Lot 13, Dani Brooke Dr.	Three-Unit Townhouse	Permit # 08-32
7/14/2008	Educational Property Group, Inc. Lot 14, Dani Brooke Dr.	Three-Unit Townhouse	Permit # 08-33
7/14/2008	Educational Property Group, Inc. Lot 15, Dani Brooke Dr.	Three-Unit Townhouse	Permit # 08-34
7/14/2008	Educational Property Group, Inc. Lot 16, Dani Brooke Dr.	Three-Unit Townhouse	Permit # 08-35
7/14/2008	Lawrence Worsham 16 Reynolds Ave.	7/13/2008 Remodel Existing Garage	Permit # 08-36

DEMOLITION PERMITS

SUBDIVISION REVIEWS

NONE

Land Use Permits Issued This Month	11	Demolition Permits Issued This Month	
Land Use Permits Denied This Month	0	Demolition Permits Denied This Month	0
Land Use Permits Issued To Date	36	Demolition Permits Issued To Date	2

Subdivision Reviews This Month	0
Subdivision Reviews Year To Date	1

Building Code Officials Report July 2008 and Complaint Log – M. Hansen briefly reviewed the report with members of Council. He sent certified letters to residents about junk cars and the fire hydrant at the corner of Park and Beech Street.

Fence 414 South Main Street – M. Hansen sent a registered letter to the owner, Michael Beeler, stating that he has 30 days to remove the fence because he is in violation of the Zoning Ordinance. M. Hansen provided copies of this letter to the members of Council to review and a document showing that M. Beeler did receive the letter.

R. Ship left the meeting at 6:52 p.m.

Stumps 13 Beech Street – M. Hansen briefed the members on the status of the stump removal on Beech Street. M. Hansen sent a letter to the property owner telling him to remove the stumps because they are obstructing the natural water flow, causing the pooling of water and providing a breeding ground for mosquitoes and other insects. The owner of the property called M. Hansen and told him he has no intention of moving them until he wants to.

Discussion about the water problems in that area because of the stumps obstructing the flow. J. Evans and M. Hansen discussed how to best handle this situation. M. Hansen will write a letter to the owner of the property and tell him if the stumps aren't removed in a certain time period action will be initiated with the District Justice.

T. Lowson pointed out that some of the Ordinances need to be reviewed to make sure they have a monetary penalty for non-compliance.

Overgrown swales - D. Monn reported that the swale between Willow Street and Grist Mill Drive is overgrown once again. M. Hansen will look at this situation and then utilize the Weed Ordinance to take care of this problem.

Commonwealth Code Inspection Service, Inc. Report - For your information.

Accredited Services Report – For your information.

APPROVAL OF MINUTES

July 7, 2008

D. Lee made a motion to approve the Minutes of July 7, 2008, R. Lee seconded, all in favor Aye, opposed No, motion carried.

ACCEPTANCE OF TREASURER'S REPORT

June 30, 2008 – D. Lee made a motion to accept the Treasurer's Report of June 30, 2008, S. Strizziere seconded, all in favor Aye, opposed No, motion carried.

Table the July 31, 2008 Treasurer's Report until the September 2008 meeting.

ADOPT RESOLUTION NO. 467 TRANSFER OF FUNDS JULY 2008 – D. Lee made a motion to adopt Resolution No. 467, Transfer of Funds for July 2008, T. Lawson seconded, all in favor Aye, opposed No, motion carried.

FINANCE AND ADMINISTRATION COMMITTEE

Fixed Assets – T. Lawson and R. Lee have been looking for some way to handle the Fixed Assets for the Borough of Mont Alto. They will continue to explore the various options for setting up a program to handle the Fixed Assets. T. Lawson will also discuss this matter with the Auditors.

PMRS Forfeited Contributions Resolution – The Borough Pennsylvania Municipal Retirement Fund has a fund balance because of forfeited contributions. When an employee leaves the Borough and is not vested in PMRS the funds paid by the Borough is returned as Forfeited Contributions. If Council passes a Resolution these funds can be distributed between the active members participating in the Retirement Plan. T. Lawson read the Resolution to the Council members.

T. Lawson made a motion to adopt Resolution 469, R. Lee seconded, Council Vice President D. Monn called for a Roll Call Vote.

T. Lawson	Yes	D. Lee	Yes
B. Spicer	Yes	D. Monn	Yes
S. Strizziere	Yes	R. Lee	Yes

6 Ayes 0 Nays, motion carried unanimously.

Increase Borough contribution to PMRS (State Aid) – P. Kocek explained that this was brought before Council last year. No decision was made at that time. The current contribution rate by the Borough is 5%. Discussion. T. Lawson and the Personnel Committee will look into this matter.

Decrease the number of months an employee is on Probation for participation in PMRS – This could be done by an addendum to the Employee Handbook.

T. Lawson made a motion to change the probationary period from six (6) months to three (3) months, D. Lee seconded,

A lengthy discussion followed about decreasing the probationary period to three months. T. Lawson stated that he was including the probation period for all items for employees, not just the PMRS probation period. At this time T. Lawson withdrew his motion.

D. Lee made a motion to reduce the probationary period from six (6) months to three (3) months, also at the end of the three (3) month probationary period, the Borough reserves the right to extend the probationary period for any employee for any circumstances another three (3) months, the motion is too include changing the Pennsylvania Municipal Retirement System probationary period to three (3) months, T. Lawson seconded, all in favor Aye, opposed No, motion carried.

VACANCIES - None

ATTORNEY’S REPORT

Recreation Fees for developers – J. Evans and M. Gossert need to discuss this item and then they will come back to Council with their findings.

Occupational Privilege Tax MAVFD – J. Evans told Council that the statute states that the Borough has the right, if the tax is less than \$10.00, to require that the MAVFD deduct the OPT in one lump sum. The Borough Ordinance does not specifically state this but the Borough could amend the Ordinance to state that the OPT must be deducted in one lump sum. Discussion.

D. Monn will discuss this with Charles Baker, MAVFD before any official action is taken.

Memo of Understanding PSU – J. Evans will make the corrections that Mayor J. Esser requested and send it back to J. Esser. PSU is only interested in a MUO addressing parking.

S. Strizziere made a motion to allow Mayor J. Esser to execute the Memo of Understanding with Penn State University Mont Alto, D. Lee seconded, all in favor Aye, opposed No, motion carried.

Sheriff's Sales – J. Evans reported that the claims that the Borough files against properties depends on what type of sale it is and what type of claim. A lengthy discussion followed about various types of claims and different types of sales.

Stagnant pond at vacant property on Spruce Street – T. Lowson told Council that the property on Spruce Street, where the Borough has been cutting the weeds, also has a stagnant ornamental pond that is a breeding ground for mosquitoes.

Council and J. Evans discussed what action the Borough can take to abate the problem at the property on Spruce Street. J. Evans told Council that the Nuisance Ordinance provides for abatement of the problem.

M. Hansen will send the owner of the property a ten (10) day nuisance letter

D. Lee made a motion to fill up the pond with dirt, T. Lowson seconded, all in favor Aye, opposed No, motion carried.

Trailers corner of Poplar and Reynolds – D. Monn reported that there were two men up at the property today. The property is for sale. Short discussion. J. Evans will call Century 21 to see what he can find out about the status of this property.

Zoning Officer M. Hansen left the meeting at this time.

MAYOR'S REPORT

June and July 2008 – Mayor J. Esser very briefly reviewed the June Report with the members of Council and then moved on to the July Report.

1. Mayor Esser and the rest of the Committee will meet with PSU on August 7, 2008 to finalize plans for the Meet and Greet for PSU students. The Meet and Greet will take place on August 31, 2008 4-6 p.m. PSU will provide transportation to the Recreation Area but they will not share any of the expense for the food.

2. Mayor J. Esser and Council discussed the number of students that may attend and the amount of money that will be needed to pay for the Meet & Greet.

T. Lowson made a motion to authorize an expenditure of \$250.00 to pay for supplies for the Meet & Greet, R. Lee seconded, all in favor Aye, opposed No, motion carried.

3. Orientation – Mayor Esser is working on packets to pass out at Orientation on August 22-23, 2008. J. Esser will represent the Borough at this event.

4. Welcome Letter to include in packet – P. Kocek told J. Esser that the Borough Office Staff can run these letters and have them ready when he needs them. J. Esser will email letter to P. Kocek. Members of Council offered to help with this project if it is needed.

5. Formal PSU student representative on Borough Council – J. Evans told J. Esser that a representative can attend the Council meetings, but they would not have an official title, but would be recognized as visitors.

ENGINEER'S REPORT

Zoning & Subdivision Ordinance – M. Gossert reported that the Ordinances have been printed.

WATER/SEWER COMMITTEE – Nothing.

STREET COMMITTEE

Status Phase II Storm water Project University Drive – T. Lowson reported that the paving has been done, but the contractor has items that he has to come back and complete.

R & D is asking for a payment in the amount of \$85,789.86. T. Lowson told Council that P. Strite is setting up the draw down loan so that the payment can be made to R & D.

R. Lee made a motion to make a partial payment to R & D Contractors in the amount of \$85,789.86, D. Lee seconded,

Council Vice President D. Monn called for a Roll Call Vote.

T. Lowson	Yes	D. Lee	Yes
B. Spicer	Yes	D. Monn	Yes
S. Strizziere	Yes	R. Lee	Yes

Motion carried unanimously.

M. Gossert reported that the Project is over 50% completed. He told Council that he pushed to get the paving completed because as of August 1, 2008 the Asphalt Index was going up an additional \$10,000.00 for this Project.

M. Gossert recommends doing the following items before the final payment is made on the Project.

1. Open the fire hydrants and make sure the inlets are working properly
2. Nassaux-Hemsley, Inc. will set up the Final Inspection for the Project after all work is completed

Painting lines on University Drive – M. Gossert asked Council what they want to do about having the lines painted on University Drive after the Project is completed. The surveyors will have to locate the center line.

T. Lawson said that the lines need to be painted so that traffic doesn't drive in the swales and to keep the garbage trucks out of the swale.

The Borough will have a professional line painting outfit come in and do the work. Verdier Street could be painted at the same time.

Nassaux-Hemsley, Inc. will identify the center of the road and put in pins for the line painters.

Inlet – T. Lawson said that there is an inlet on University Drive that was installed during Phase I of the Project and it is very deep. Will keep check on this and it may have to be repaired by hand by putting in bricks to raise it.

M. Gossert also reported that R & D Contractors will be installing the manhole cover rings by hand.

Joint road maintenance with Quincy Township – R. Lee and Kerry Bumbaugh had a conversation about joint road maintenance with Quincy Township. R. Lee, K. Bumbaugh and D. Monn will meet to discuss this venture.

Basketball net/Paint cart way on Verdier Street – This is on hold until the lines are painted on the street.

Center Square Update – T. Lawson reported that the State is working on a Plan and he told them that the Borough wants to see the plans before anything is done. T. Lawson said that a walkway that is ADA accessible will be added to the plans. He doesn't think the Project will be done any more this year. T. Lawson was told that Penn Dot isn't doing any Projects that have not been started. The reason being the cost of oil.

Valley Quarries, Inc. Project Notice – For your information. This notice concerns the work that will be done on 997.

PROPERTY & SUPPLY COMMITTEE

Glessner's Alarm and Communications

Alarms (fire & intrusion)/Card Access System – Nothing at this time.

Gas Pump Replacement – D. Monn received a quote in the amount of \$18,000.00 to \$20,000.00 to replace the gas pumps and another organization quoted \$15,000.00.

T. Lawson has information from Keystone in Mechanicsburg PA. Keystone deals with the State but is not a member of Costars. T. Lawson will provide the information to D. Monn.

D. Monn said the expense lies in the readout and recording equipment that the Borough would like to have. D. Lee will try to obtain some information through Rutter's.

ELECTRIC COMMITTEE

Electric Contract – T. Lawson and D. Monn reported on the final electric contract from June 2009 through May 2012. June 2008 through May 2009 the price is \$99.50. June 2009 through May 2012 the price is \$84.00. D. Monn signed the papers to lock in the price at \$84.00 for four years.

Adopt Resolution 468 Create Pennsylvania Municipal Power Agency – T. Lawson gave background information on the PMP Association. In order to participate in the meetings held by PMPA Council has to pass a Resolution to join the organization. The Resolution will also appoint D. Monn and T. Lawson as the Borough representatives to PMPA.

D. Lee made a motion to adopt Resolution 468, S. Strizziere seconded, all in favor Aye, opposed No, motion carried.

PERSONNEL COMMITTEE – Personnel items will be discussed at the Executive Session.

SANITATION & SAFETY COMMITTEE - Nothing

RECREATION COMMITTEE

Recreation Grant

Players Benches and Bleachers – T. Lawson reported that the maintenance employees are in the process of setting the new bleachers. The bleachers will be ADA accessible. The player's benches will be installed soon.

The practice board at the tennis court will be installed once the bleachers and benches are completed.

The small pavilion will not be started until the end of September. After this project is finished T. Lawson will try to go in and get additional grant money.

Old bleachers – T. Lawson told Council that he has had requests from two individuals asking for the old bleachers. T. Lawson told the two people that requested the old bleachers that they would have to cut them down to three high or they would have to obtain the proper insurance to have bleachers that are higher than three risers.

D. Lee made a motion to give one set of bleachers to the employee and one to the church in town, as is, B. Spicer seconded, all in favor Aye, opposed No, motion carried.

REPORT ON COG (COUNCIL OF GOVERNMENT) ISSUES – Council Vice President D. Monn and T. Lawson told Council that the COG is working on repealing Prevailing Wages.

Some Contractors are not bidding because of the paper work and bad feelings that Prevailing Wages cause between their employees because Pennsylvania has Prevailing Wages and other states do not. The COG is holding a Special Meeting on August 20, 2008 to discuss this issue.

Department of Emergency Services – There was a speaker at the Cog meeting who discussed Emergency Management Services and the Volunteer Corps.

VISION 2015 – No meeting.

Department of Emergency Services Alliance Meeting – There will be a meeting to discuss the radio system on August 13, 2008. Senator Specter is taking the lead to obtain the money for the radios. Things are progressing quite well.

911 Center at Letterkenny is ahead of schedule and is due to open in January of 2009.

Franklin County Training Center – The Coordinator/Training Officer at the Franklin County Training Center has resigned. The Fire Chief's Association is in the process of reviewing applicants for the position.

D. Monn also reported that 30 rookies graduated from Fire Fighter Training classes.

OLD BUSINESS

Appointment of committees – Nothing.

NIMS Certification – D. Monn reported that he doesn't have anything new at this time. D. Monn told Mayor Esser that the Emergency Operations Plan is more important than the NIMS Certification at this time.

D. Monn said that Title 35 is being rewritten and entities with a population of less than 9000 will not have an Emergency Management Coordinator. One coordinator will serve several municipalities. Discussion.

Public Gathering/Festival Ordinance – Nothing.

Generator/MAVFD/Evacuation Center – The MAVFD has received the donation to begin this work.

D. Monn called Terry Punt's office in July, as he as instructed to do back in March. His staff is not sure if Punt will receive funds since this is his last year in office.

Constable Status – S. Strizziere reported that she was sworn in as Constable for the Borough of Mont Alto on July 28, 2008. Her schooling is scheduled for every weekend starting August 16, 2008 through September 21, 2008. Firearms School begins October 18, 2008 and S. Strizziere

hopes to have her paper work ready to attend this school. She is also looking into her liability and bonding issues. S. Strizziere has other items to discuss but she would like to discuss those at the Executive Session.

D. Monn on behalf of Council thanked S. Strizziere for stepping forth and taking this position.

NEW BUSINESS

Open Records Officer - Under the Open Records Act the Borough is required to appoint someone to serve as the Open Records Officer.

T. Lawson made a motion to appoint the Borough Secretary, Patricia Kocek as the Open Records Officer, R. Lee seconded, all in favor Aye, opposed No, so ordered.

Invitation to Open House Franklin County Conservation District – For your information.

H. A. Thomson PIRMA Workers Compensation Dividend – For your information. This amount will be deposited in the General Fund.

Legislative Grant – T. Lawson reported that he received a call from Todd Rock. T. Rock would like the Borough to apply for a Legislative Grant. T. Lawson contacted John Esser of T. Rock's office and J. Esser informed T. Lawson that the application can be filled out on line. The only drawback is that the instructions are 34 pages long.

The items that the Borough would like to apply for are gas pump replacements, skate boarding equipment and a gazebo for the Recreation Area.

T. Lawson told Council that he does not have time to take on this Project. S. Strizziere volunteered to take on this Project.

EXECUTIVE SESSION

Council Vice President D. Monn called for an Executive Session at 9:20 p.m. The Executive Session was called to discuss personnel matters and the constable position.

Council Vice President D. Monn called the Regular meeting of Mont Alto Borough Council back to order at 10:18 p.m.

Adjournment – D. Lee made a motion to adjourn the Regular Meeting of the Mont Alto Borough Council of August 4, 2008 at 10:19 p.m., S. Strizziere seconded, all in favor Aye, opposed No, motion carried.

Respectfully submitted,

Submitted to Council for their approval on
September 2, 2008

Patricia A. Kocek
Borough Secretary

Michael Gossard President

Dennis Monn Vice President

Debra Lee President Pro Tem