

MONT ALTO BOROUGH COUNCIL MEETING
MARCH 2008

CALL TO ORDER – Council President Michael Gossard called the Regular meeting of March 3, 2008 of the Mont Alto Borough Council to order at 6:33 p.m.

ROLL CALL – Thomas Lowson, Beverly Spicer, Debra Lee, Dennis Monn. Michael Gossard and Rick Lee present.

MAYOR – Vacant

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

INVOCATION – P. Kocek

PLEDGE OF ALLEGIANCE

VISITORS – Denise Bonura	The Record Herald
Merle Holsinger	Educational Property Group, Inc.
Lt. Wade Lauer	Station Commander PSP – Chambersburg
Jennifer Fitch	Morning Herald
Roscoe Barnes	Public Opinion
David Monn	Listen to presentation by Lt. Lauer
James Eck	Right of way blocked when snow is plowed
James Esser	Candidate for one of the vacancies

Council President M. Gossard recognized **Lt. Wade Lauer** of the Pennsylvania State Police. Lt. Lauer introduced himself and gave a brief history of his time with the PSP. He also noted that the Chambersburg barracks is one of the largest in the state, with 80 personnel.

Incidents in the Borough of Mont Alto 2007

68 other incidents

10 traffic incidents

3 DUI

23 criminal incidents

119 Total

Lt. Lauer told Council that he will attend a Council meeting at least once per year, but will be glad to come and address specific issues when Council so desires.

Council, Lt. Lauer and David Monn discussed the speeding issues on the roads leading in and out of the Borough and various ways this could be controlled. They also discussed the speed limit signs on Mont Alto Road as you leave the Borough. Going out the road the speed limit is one speed and coming into the Borough it is another speed. This is because going out the road is in Quincy Township and coming in it is in the Borough. Lt. Lauer told those present that he will make inquiries about the speeding issues and about setting up the flashing speed signs to help control traffic.

Response time – There is not a standard response time for the Pennsylvania State Police. The response time is based on the prioritization of the incidents. Lt. Lauer told Council that there is an officer on each shift assigned to this area.

Again, Lt. Lauer told Council not to hesitate to call if they have a need. He assured them that they would receive a response.

Council thanked Lt. Lauer for attending the meeting and he left at 6:49 p.m.

Council President M. Gossard recognized **James Eck of 317 Verdier Street**. J. Eck commended the Borough employees on the good job they do when they plow snow. J. Eck is appearing before Council concerning the snow that is plowed off of the parking lot at the Keystone Apartments on Jones Avenue. The snow in that area is done by a private contractor and the snow is plowed unto the right of way behind the apartments and his home on Verdier. The snow blocks the right of way and causes problems. J. Eck would like to know what can be done about the problem. Discussion.

Council President M. Gossard instructed J. Evans to write a letter to Paul Dunlap (owner of Keystone Apartments) telling him that the snow cannot be pushed on the right of way.

Council President M. Gossard recognized **Merle Holsinger**. M. Holsinger explained that he is attending the meeting this evening on behalf of Educational Property Group, Inc. M. Holsinger explained that he came to the meeting this evening in hopes that Council would be discussing the Student Housing Project and possibly be making a decision.

Council told M. Holsinger that the Project would be discussed in detail at the March 18, 2008 Special Meeting and it should be able to be finalized at that time.

M. Holsinger left the meeting at 6:58 p.m.

Council very briefly discussed some of the issues that need to be addressed concerning the Student Housing Project.

Council President M. Gossard recognized visitor **John Esser**. J. Esser is being considered for one of the vacant positions and attended this evening as a citizen.

ACCEPTANCE OF ZONING OFFICERS REPORT

M. Hansen, Zoning Officer told Council that Accredited Services will be providing an additional report to Borough Council. This will be titled "Building Code Official Report" and will be provided by the Building Code Official. This will be provided on a monthly basis.

February 2008 – D. Monn made a motion to accept the Zoning Officer's Report for February 2008, D. Lee seconded, any further discussion, any further discussion, 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: February 2008

LAND USE PERMITS

NONE

DEMOLITION PERMITS

NONE

SUBDIVISION REVIEWS

NONE

Land Use Permits Issued This Month	0	Demolition Permits Issued This Month	0
Land Use Permits Denied This Month	0	Demolition Permits Denied This Month	0
Land Use Permits Issued To Date	0	Demolition Permits Issued To Date	0
Subdivision Reviews This Month	0		
Subdivision Reviews Year To Date	1		

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

Accredited Services Report – For your information.

APPROVAL OF MINUTES

February 4, 2008 - D. Monn made a motion to approve the Minutes of February 4, 2008, B. Spicer seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

ACCEPTANCE OF TREASURER'S REPORT

January 31, 2008 - D. Lee made a motion to accept the Treasurer's Report for January 31, 2008, R. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

February 29, 2008 – Table until the April meeting.

ADOPT RESOLUTION NO. TRANSFER OF FUNDS FEBUARY 2008 – The Transfer of Funds Report was not available for the meeting this evening. Table until the figures are available.

FINANCE AND ADMINISTRATION COMMITTEE

Capitalization Policy – T. Lawson explained that the Borough has to do an inventory of items that need to be depreciated. Council has to establish a dollar amount to be used in this process. Once this is established the Finance and Administration Committee will proceed with the inventory and start the Capitalization Program. Items under the dollar amount set will not be included in the Capitalization Program.

D. Monn made a motion to set the dollar figure at \$500.00, T. Lawson seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

VACANCIES

Mayor 2 year seat – Term ends 1-1-2010

Councilperson 2 year term – Term ends 1-1-2010

P. Kocek reminded Council that they received a letter last month from J. Esser stating that he would be willing to fill either the vacant position on Borough Council or Mayor. J. Esser met the residency requirement on February 28, 2008.

VACANCY BOARD

Vacancy Board Chairperson, Patricia A. Kocek called the Vacancy Board to order at this time. Chairperson P. Kocek presented the name of John Esser to fill the position of Mayor or councilperson. J. Evans will have to Petition the Court because the time limit has passed for the Council and the Vacancy Board to fill the positions.

M. Gossard made a motion to recommend J. Esser to fill the position of Mayor for the Borough of Mont Alto, D. Lee seconded, any discussion on the motion, all in favor Aye, opposed No, motion passes.

Chairman P. Kocek closed the Vacancy Board meeting at 7:06 p.m.

D. Monn made a motion to direct J. Evans to Petition the Court to have J. Esser appointed to fill the Mayor's position, D. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carries.

James Eck, David Monn and Roscoe Barnes left the meeting at this time.

EXECUTIVE SESSION

Council President M. Gossard called for an Executive Session at 7:09 p.m. to discuss personnel issues.

Council President M. Gossard called the Regular meeting of the Mont Alto Borough Council back to order at 7:40 p.m.

D. Monn made a motion to move **Gloria Socks** to the permanent part time position of **Borough Administrative Assistant**, the Pay Scale having been established for that position, of **Step 3 \$11.24** per hour retroactive to February 16, 2008, B. Spicer seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

D. Monn made a motion to terminate Donald Guyer as maintenance employee effective March 14, 2008, R. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

OLD BUSINESS

Status of meeting with Dr. Gnage PSU Re: PSU Students/Letter from Dr. Gnage PSU Re: 500 yard police coverage – R. Lee sent an email to the Council members outlining the meeting that he, T. Lawson and D. Monn attended with Dr. Gnage, Jim Sourbier, Ron Swope and Andrea Christopher from Penn State University.

Parking - J. Sourbier described the scope of the PSU Police Department's ability to enforce parking issues beyond the actual boundaries of the college up to 1500' and their willingness to do so. Penn State University will need a Memo of Understanding between the Borough and Penn State in order to initiate this option.

Community Committee – Penn State University is interested in forming a Committee (to include council members, PSU students, residents, PSU staff) to address a variety of issues. Discussion on forming the committee prior to the end of the school year so that the interest is not lost and that the students can participate before the end of the year. T. Lawson suggested that the Council members rotate on the committee to gain the experience and that the Mayor should be a leading force on this committee. R. Lee said that it was a positive meeting and PSU has offered the use of their facilities to hold the meetings.

Council President M. Gossard directed J. Evans to draft a Memorandum of Understanding to allow the PSU law officers to enforce parking regulations.

R. Lee pointed out that the Memo of Understanding for taking care of this has to be well thought out because it will not only affect the student parking but will also affect the residents living in those areas.

R. Lee asked B. Spicer if she was still interested in participating in this venture with PSU. B. Spicer stated her displeasure at not being invited to the meeting with Dr. Gnage. She told R. Lee that he was going to call her when the meeting was scheduled. It was pointed out that only three (3) Council members and the Mayor can attend at one time. If more than three (3) attend then there is a quorum.

Council President M. Gossard said once the new Mayor is on board he will appoint him to sit on the Community Committee and that will be a good starting point for him to set what guidelines the Borough would like to have enforced.

T. Lawson told Council that there will be 7 Academy trained officers on the PSU Police Force in the near future. There are five now and two more are going to be hired.

ATTORNEY'S REPORT

Zoning and Subdivision Ordinance

Recreation Fees for developers – J. Evans researched the Municipality Planning Code and he isn't positive that this is something that is feasible for the Borough because of the restrictions that are placed on the ability to enact it.

1. It applies only to new developments
2. Restrictions on the money you collect
 - (a) Have to adopt a formal Recreation Plan
 - (b) Any money has to be spent within three (3) years or returned to the developer

The developer has a choice in the matter. The developer either has to dedicate a certain amount of property within the development for recreation or the pay the fee.

J. Fitch left the meeting at 7:57 p.m.

Discussion on the pros and cons of including the Recreation Fees in the Zoning/Subdivision Ordinance.

T. Lawson pointed out that if the Egolf farm is developed the Borough's present recreation area will not be big enough to handle the additional traffic. The money received could be used to purchase additional land for a recreation area and T. Lawson told Council that the land for a recreation area does not have to be in the Borough.

J. Evans will draft for the April meeting. J. Evans told Council that in the meantime they need to adopt a formal Recreation Plan.

Corner lots – R. Lee and M. Gossert surveyed the corner lots in the Borough. Council needs to decide what language they want to use in the Ordinance.

There are several trouble spots but most of the others are decent. It is only the older existing homes that are a problem.

R. Lee said that the sight triangle language won't compromise the existing language if it is incorporated into the Ordinance.

It was the consensus of Council to use the sight triangle language from the information provided by M. Gossert concerning Clear-Sight Triangles (from Greene Township). M. Gossert reviewed this information with Council so that he knew the specific language to use for the Ordinance.

M. Gossert questioned the situation with the lot on the corner of Jones and Verdier where the gentleman wanted to put up a fence. R. Lee said that if you use the sight triangle language the problem with the corner lot on Verdier and Jones will be resolved.

Rick and Debra Lee left the meeting at 8:10 p.m.

Financing for Phase II University Drive Storm Water Project – J. Evans received quotes from the following (4) four financial institutions.

1. 1st National Bank of Greencastle
2. M & T Bank
3. Susquehanna Bank
4. 1st National Bank of Mercersburg

Members of Council discussed the proposals received and the details for each of the bids. M. Gossert reminded Council that the Notice to Award has to be sent out in the next few days but financing should be in place before the Notice to Award is sent to the contractor.

T. Lowson made a motion to accept the bid from 1st National Bank of Greencastle for the fixed rate of 4.49%, D. Monn seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

J. Evans will notify the 1st National Bank of Greencastle that the Borough of Mont Alto Council has accepted their bid for financing Phase II of the University Drive Storm Water Project.

MAYOR'S REPORT - Vacant

ENGINEER'S REPORT – Nothing at this time.

WATER COMMITTEE

Well #3 – Council Vice President D. Monn reported that Well #3 has been shut down for one (1) month at the request of J. Casselberry, Hydro geologist. J. Casselberry has to do testing to check to see if Well #3 is having any impact on the water sources close to Well #3. In order to do the testing Well #3 has to be shut down for one full month.

Well #1 – Short discussion on the power alarms on Well #1. D. Monn reported that a recording device will be installed at Well #1 in order to try to find out what is causing the power alarms.

STREET COMMITTEE

Status Phase II Storm water Project University Drive – M. Gossert sent the Notice of Intent to Award to the contractor. M. Gossert received the required paperwork and it is all in order.

The next step will be to have the Notice of Award, which includes the Agreement, signed by the Borough and sent to the contractor. The contractor signs the Notice of Award and sends it back. M. Gossert did not want to award the contract until the finances were in place for the Project.

M. Gossert has the Notice of Award ready to be signed by someone this evening. He also needs authorization to send the Notice to Proceed to the contractor. This would be contingent upon the 1st National Bank of Greencastle approving the Loan decided upon earlier in the meeting.

M. Gossert explained that Council has until March 7, 2008 to issue the Notice to Proceed.

J. Evans will call the 1st National Bank of Greencastle first thing tomorrow morning and tell them that the Council accepted their quote. He will ask for a Letter of Commitment, stating that the 1st National Bank of Greencastle will loan the money for the Project.

D. Monn made a motion authorizing M. Gossert to issue the Notice to Proceed, contingent upon the receipt of a letter of commitment from 1st National Bank of Greencastle, T. Lowson seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Joint road maintenance with Quincy Township – Table until the April meeting.

PROPERTY & SUPPLY COMMITTEE

Glessner's Alarm and Communications – D. Monn will be meeting with Pete from Glessner's tomorrow to discuss an Expandable Card Access System that is programmable.

Office remodeling – D. Monn has a quote from Lowe's for the cabinets for remodeling the middle room in the amount of \$3200.00. Various other places were contacted for prices but this quote was the best.

D. Monn made a motion to authorize the expenditure of \$3200.00 for the office renovation, T. Lowson seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

ELECTRIC COMMITTEE

Automatic Meter Reading System – D. Monn attended a presentation in Chambersburg about an automatic electric meter reading system that is compatible with our Sensus System. Tests will be conducted in Chambersburg to see if the system would work with meters that are in basements. Council discussed this type of system and various others, but decided at this time that the Borough cannot afford to do a project of this size.

Borough Electric Contract – T. Lawson explained that the price for electric is still going up (\$105.00 now and the Borough was paying \$51.40) and the Borough has not locked in a price for the five year contract. There is a possibility of another six month extension. T. Lawson told the members that if the prices don't soon come down there will have to be increases in the cost of electric to the customer.

PERSONNEL COMMITTEE - Nothing

SANITATION & SAFETY COMMITTEE - Nothing

RECREATION COMMITTEE

Gazebo – T. Lawson informed Council that Beth from DCED has approved everything for the Recreation Grant except the gazebo. The gazebo will not be approved for the Grant. T. Lawson is recommending dropping the gazebo from the Grant Application so that the Borough can get on with the Project.

T. Lawson also told Council that he has had someone offer to pay for a gazebo if a plaque would be placed on it in memory of someone, this is something to think about. The next step would be to seek some other sources of funding. T. Lawson said he may be able to tap into a couple of sources to take care of the gazebo.

B. Spicer made a motion to remove the gazebo from the Grant package for the Recreation Committee, D. Monn seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

T. Lawson will notify Beth of this decision tomorrow by email.

Beth wanted an engineer sealed plan for the gazebo and it would cost more for the engineers to design a gazebo than it would cost to purchase the gazebo.

T. Lawson told Council that the Borough will end up with a gazebo without her money.

Paver Project

T. Lawson reported that he did receive the two cubes of bricks. He has the names and all of the information about the five gentlemen that were killed in WWII. The planter has been received and is stored at the garage. A 5" gold star will be mounted on the planter and the planter will be installed in front of the Veteran's Memorial. The maintenance department has been working on the groundwork at the Memorial and will continue this project once the weather clears.

Guidelines for the pavers – Council was provided with a copy of the guidelines for their review. The area around the Memorial will be for pavers for veterans only.

There have been people inquiring about placing pavers in memory or honor of persons that have not served in the military. There is an area over by the small pavilion that is designated for a future walkway from the small pavilion to the handicapped parking area. T. Lawson is proposing to call that area Memory Lane and any type of memorial could be placed on that walkway. This area is just in the developmental stages.

D. Monn made a motion to approve the guidelines for the Memorial Pavers, M. Gossard seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

REPORT ON COG (COUNCIL OF GOVERNMENT) ISSUES – No COG meeting since the last Council meeting.

VISION 2015 – No Vision 2015 meeting since the last Council meeting.

OLD BUSINESS

Appointment of committees – Council President M. Gossard would like to wait until the Mayor has been appointed before appointing committees.

NIMS Certification – Nothing at this time.

LUCA Program for 2010 Decennial Census – D. Monn and P. Kocek started this but at this time they are at a standstill.

D. Monn told Council that someone called from Census Bureau and asked how the Borough was going to fill out the LUCA 2010 information. D. Monn told her the Borough is going to do it online. She gave D. Monn her name and phone number because she said that we were going to

need it if we were doing the report online. She emphasized that we would need her number if we were doing it online.

Accredited Services, Inc. Code Enforcement Officer

Constable - J. Evans supplied the list that Council and Accredited Services requested. Council briefly read over the list. T. Lowson will provide the list to Greg Smith for his review. G. Smith and Accredited Services will be instructed to reply to J. Evans regarding what services they can or cannot do.

T. Lowson pointed out that the Borough is not limited to just one, so could possibly use the services of both.

J. Evans has already received an email back from Accredited Services stating that they didn't see anything on the list that they didn't like.

Barry Keller Washington Township Police Department – B. Keller called D. Monn in reference to underage drinking and some of the problems there have been in the Borough with underage drinking. B. Keller has information on a Grant and he wants to come up and discuss this with representatives from the Borough. D. Monn will call and try to reschedule this meeting for Thursday afternoon. D. Monn and T. Lowson will attend this session.

Resolution No. 301 Establishing a schedule of fees for the administration of the Borough's Zoning and Subdivision Ordinance.....T. Lowson reviewed the present fees and they were very outdated. So he used information from other municipalities and determined fees to be used in the new Resolution. Most of the fees have doubled. Council briefly reviewed the proposed fee changes. Discussion about the proposed Resolution.

D. Monn made a motion to approve Resolution 459, subject to approval by the Solicitor, "A Resolution of the Council of the Borough of Mont Alto, Franklin County Pennsylvania, amending Resolution 301, titled a Resolution of the Council of the Borough of Mont Alto establishing a schedule of fees for the administration of the.....", M. Gossard seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Public Gathering/Festival Ordinance – J. Evans will email this to M. Gossard tomorrow morning.

Letter Re: PSAB broker for health plans – M. Gossard doesn't feel this plan could offer the employees anything better than they have now. The Borough is so small that they wouldn't have much leverage under the PSAB broker plan.

PERSONNEL COMMITTEE (Continued)

Donald Guyer insurance – It was pointed out that D. Guyer cannot continue his insurance with the Borough if he is terminated. If he retires he has the option to continue his insurance with the Borough by paying the premium for senior coverage.

T. Lowson stated that he has been a very faithful employee but he is no longer physically able to do the job. T. Lowson hates to see him cut off without anything. Council needs to think about what they want to do.

M. Gossard said that maybe as part of his severance he could be allowed to carry his insurance. Discussion about COBRA. J. Evans will look into COBRA and report back to Council.

Status of meeting with Dr. Gnage PSU Re: PSU students

Letter from Dr. Gnage PSU Re: 500 yard police coverage – Both of these items were covered previously in the meeting.

Franklin County Emergency Service Alliance Radio Upgrade – D. Monn reported that the Borough has sent letters to Casey and Specter in support of the FCEMSA attempts to secure funds for the radio upgrade for Franklin County.

NEW BUSINESS

House Bill 904 – Council briefly reviewed and discussed this document. House Bill 904 addresses temporary moratoriums on development within Boroughs. This Bill is trying to preserve a Borough's right to put moratoriums in place. Council does not have to do anything about House Bill 904.

D. Monn would like some clarification on the motion that was made earlier in the meeting concerning D. Guyer, Maintenance employee.

Denise Bonura left at 9:24 p.m.

EXECUTIVE SESSION

Council President called for an Executive Session at 9:25 p.m. to discuss personnel matters.

Council President M. Gossard called the Regular Meeting of March 3, 2008 of Mont Alto Borough Council back to order at 9:42 p.m.

D. Monn made a motion to amend his previous motion for terminating Don Guyer, and the amendment will consist of offering D. Guyer the option of retiring before March 14, 2008 and if he doesn't he will be terminated as of March 14, 2008 as previously stated, T. Lawson seconded, any further discussion, any further discussion, all those in favor Aye, opposed No, motion carried.

Adjournment – T. Lawson made a motion to adjourn the Regular Meeting of Mont Alto Borough Council of March 3, 2008 at 9:44 p.m., M. Gossard seconded, all in favor Aye, opposed No, motion carried.

Respectfully submitted,

Submitted to Council for their approval on
April 7, 2008

Patricia A. Kocek
Borough Secretary
Michael Gossard President
Dennis Monn Vice President
Debra Lee President Pro Tem