



# *BOROUGH OF MONT ALTO*

*EST. 1911*

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## **MONT ALTO BOROUGH COUNCIL MEETING**

**CALL TO ORDER** – Council Vice President Dennis Monn called the Regular meeting of September 8, 2009 of the Mont Alto Borough Council to order at 6:30 p.m.

**ROLL CALL** – Dennis Monn, Beverly Spicer, Shannon Strizziere, Debra Lee, Rick Lee and Tom Lowson present. Michael Gossard absent.

**MAYOR** – Mayor John Esser present.

**BOROUGH STAFF** – Eric Hall Nassaux-Hemsley, Inc., Jeff Evans Solicitor, Larson Wenger Maintenance Supervisor and Patricia Kocek Borough Secretary

**INVOCATION** – P. Kocek

### **PLEDGE OF ALLEGIANCE**

### **VISITORS**

Representative Todd Rock Square Project

Council Vice President D. Monn recognized Representative Todd Rock.

### **Square Project**

Representative Rock came to Council to announce that the work was going to begin on the Square Project but as every one can see the work began today.

Representative Rock gave a brief history of the years of work it has taken to get the square project to this point. The work has begun to correct the problem which will provide a safer intersection.

Penn Dot is doing this within their General Operating Budget so the project did not have to go out on bids. Penn Dot is bending over backwards to do this project for the Borough. Representative Rock acknowledged and thanked Penn Dot for their tremendous effort in completing this project for the Borough of Mont Alto without cost to the Borough.

The project is a joint venture with the Borough and Penn Dot. Borough workers and equipment may be utilized to complete the project.

Penn Dot anticipates a ten (10) day schedule to complete the work on the project.

Penn Dot cannot finish the job until the Borough has the curbs installed. The curbs need to be installed as soon as possible. This will be discussed later in the meeting.

Representative Rock has been approached concerning a cross walk at the Smith store. If the Borough decides this is an option Representative Rock is very willing to help with any processes that need to be gone through to designate a cross walk.

Representative Rock emphasized that the project is coming to completion because the different entities worked together for the common good.

Council Vice President D. Monn thanked Representative Rock and Penn Dot for their participation in bringing this project to completion.

**Mont Alto Road Water problems** – Representative Rock received the following information from White Rock, Inc. after he met with them. Council received a copy of this note in their packets.

“White Rock, Inc. will install two (2) Earth Head Walls approximate height of three (3) feet each; will have an eight (8) inch diameter PVC pipe which will establish two (2) retention areas which will reduce the flow of water to the eighteen (18) inch cement pipe which was placed by the State long before White Rock, Inc. purchased this property from the Karpers. Each eight (8) inch pipe will permit the area to fully drain which will prevent mosquitoes from breeding.”

T. Rock said that this work has been completed by Penn National. The water will still come down but hopefully it will be slower.

Discussion about the swales at the cemetery and what can be done there to help with the water problem.

T. Rock will talk to the farmer as to what responsibility he has concerning the water problems in that area.

T. Lowson told Todd Rock that if it wouldn't have been for him, T. Lowson would not have seen the square project completed in his lifetime.

Representative Rock left the meeting at this time.

### **Open Electric Bids for Project Contract WO #01-09**

Vice President D. Monn explained the scope of the Project to the members of Council. This is the last phase of the upgrade of the electrical system as designed by Downes Associates.

J. Evans read the following bids as submitted by the contractors:

Gettle, Inc.	\$37,750.00
G. W. Electric Co., Inc.	\$27,500.00
Carr & Duff, Inc.	\$51,802.00

J. Evans stated that the proper documents were submitted with the bids.

T. Lowson made a motion to award Contract WO #01-09 to G. W. Electric Co., Inc. in the amount of \$27,500.00, D. Lee seconded, any further questions on the motion, any further questions on the motion, all in favor Aye, opposed No, motion carried.

### **Visitors**

Greg Duffey arrived at 6:44 p.m. Employee health insurance

Council Vice President D. Monn recognized Greg Duffey.

G. Duffey explained that the Borough is eligible to participate in this health insurance plan because the Borough is a member of the Chamber of Commerce.

G. Duffey outlined the plan he is offering for the employees of the Borough of Mont Alto.

This plan does not pay for eye glasses but will pay for an eye exam every two years. He told the members of Council that some entities establish a fund for each employee to draw from to pay for eye glasses.

If the Borough wants to drop out of Blue Cross the Borough has to notify Blue Cross by September 30, 2009. G. Duffey would need the information to start the new group plan by September 23 or 24, 2009.

The one problem with changing plans is that G. Socks only works 24 hours per week and the new plan requires 30 hours per week. G. Duffey offered two options for handling this matter in his email.

Greg Duffey thanked Council for allowing him to come and discuss employee health insurance with them. G. Duffey left the meeting at 7:12 p.m.

Council discussed the amount of hours G. Socks works and how this could be handled if Council would decide to go with the new plan.

T. Lawson asked D. Lee to check the Employee Handbook to ascertain if additional benefits would have to be added if G. Socks was given more hours and to come back to Council with a recommendation.

Discussion about setting up a fund for eye glass/dental purchases for the employees. T. Lawson will look into this part of the insurance plan. J. Evans will look into what has to be done to establish this type of fund.

Council decided to hold a Special Meeting on September 22, 2009 at 6:30 p.m. to discuss insurance matters. J. Evans will advertise the Special Meeting.

#### **ACCEPTANCE OF ZONING OFFICERS REPORT**

**August 2009** – T. Lawson made a motion to accept the Zoning Officer's Report for August 2009, D. Lee seconded, any questions on the motion, any further questions on the motion, all in favor Aye, opposed No, motion carried.

Michael Hansen was unable to attend the meeting this evening.

## **BOROUGH OF MONT ALTO ZONING OFFICERS REPORT TO THE BOROUGH COUNCIL**

**Michael Hansen**  
for Accredited Services, Inc.  
Zoning Officer

**Report Period: August, 2009**

#### **LAND USE PERMITS**

<b><u>Date</u></b>	<b><u>Name</u></b> <b><u>Project Address</u></b>	<b><u>Inspections</u></b>	<b><u>Comments</u></b>
8/19/2009	Mike Barnhart 3 Beech Street	New Deck	Permit 09-21

8/27/2009 Delbert Dingle Pave Existing Driveway Permit 09-22  
221 University Drive

**DEMOLITION PERMITS**

8/18/2009 Beverly Spicer Demolish Mobile Home Permit 09-01  
106 Maple Street

8/19/2009 Mike Barnhart Demolish Existing Deck Permit 09-02  
3 Beech Street

**SUBDIVISION REVIEWS**

NONE

Land Use Permits Issued This Month	2	Demolition Permits Issued This Month	2
Land Use Permits Denied This Month	0	Demolition Permits Denied This Month	0
Land Use Permits Issued To Date	22	Demolition Permits Issued To Date	2

Subdivision Reviews This Month	0
Subdivision Reviews Year To Date	0

**Building Code Officials Report August 2009 and Complaint Log**

**Item #8 Vehicles 108 Park Street** – J. Evans reported that the Court date for this hearing has been continued until later this month and he feels there may be an amicable resolution to this matter.

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

**Accredited Services Report** – For your information.

**APPROVAL OF MINUTES**

**August 3, 2009**

T. Lowson made a motion to approve the Minutes of August 3, 2009, S. Strizziere seconded, any questions on the motion, any further questions on the motion, all in favor Aye, opposed No, Ayes have it, so ordered.

**ACCEPTANCE OF TREASURER’S REPORT**

**July 31, 2009** – T. Lowson made a motion to accept the Treasurer’s Report of July 31, 2009, B. Spicer seconded, any questions on the motion, any questions on the motion, all in favor Aye, opposed No, motion carried.

**August 31, 2009** – T. Lowson made a motion to accept the Treasurer’s Report of August 31, 2009, D. Lee seconded, any questions on the motion, any questions on the motion, all in favor Aye, opposed No, motion carried.

**ADOPT RESOLUTION NO. 493 TRANSFER OF FUNDS AUGUST 2009** – D. Lee made a motion to adopt Resolution No. 493, Transfer of Funds for August 2009, B. Spicer seconded, any further questions on the motion, any further questions on the motion, all in favor Aye, opposed No, so ordered.

**FINANCE AND ADMINISTRATION COMMITTEE**

**Utility write offs** – J. Evans told Council that these are uncollectible amounts and this item can be taken care of by motion.

P. Kocek received a Discharged Bankruptcy Order today and J. Evans feels that the amounts in the bankruptcy should be included in the motion this evening.

D. Lee made a motion to write off \$1194.26 as uncollectible utilities, R. Lee seconded, any further discussion on the motion, any further discussion on the motion, all in favor Aye, opposed No, so ordered.

**Pennsylvania Municipal Retirement System – Minimum Municipal Obligation** – P. Kocek, Chief Administrator for the Borough’s Retirement Plan provided copies of the MMO Report for Council’s review. This document must be presented to the governing body by the last business day in September.

**Utility write offs** - J. Evans brought it to the attention of Council that the previous motion made by D. Lee and seconded by R. Lee was not for the correct amount of money. The correct amount is \$1234.26.

D. Lee made a motion to amend the previous motion to state \$1234.26 instead of \$1194.26, R. Lee seconded, any questions on the motion, any further questions on the motion, all in favor of the amended motion Aye, opposed No, so ordered.

**Reimbursement to the Mont Alto Municipal Authority for improperly billed invoices** – T. Lowson explained that during the construction of the storm water drain on University Drive the MAMA was charged for water lines and sewer lines that had to be moved. These lines were moved for the convenience of the Borough during construction of the storm sewer and therefore not the responsibility of the Authority.

The Authority needs the money to do preventative work within the Borough.

T. Lowson feels Council has to reimburse the Authority for the expenditures. T. Lowson said Liquid Fuels money cannot be used but there is \$8000.00 in the Street Fund established by the

Borough. The rest of the money can be obtained out of the working money in the Borough funds.

B. Spicer made a motion to reimburse the Mont Alto Municipal Authority \$12,300.60 Sewer and \$8,418.70 Water, D. Lee seconded, any further questions on the motion, any further questions on the motion,

Roll Call Vote

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

Motion carried unanimously.

**Wish List** – T. Lowson reminded Council that it is once again Budget time. P. Strite is working on the Budget. Any projects or items you want included in the Budget should be presented at the next meeting.

**VACANCIES** - None

**ATTORNEY’S REPORT**

**Recreation Fees for developers** – Nothing

**Grist Mill/Park Street properties** – The Hearing has been continued to a later date. J. Evans will inform Council of the new date.

Short discussion on various things that are happening at these properties.

Council discussed the location of the water line for the Grist Mill property.

**Ordinance 35 – An Ordinance Regulating Hawking, Peddling and other Borough Ordinances** – J. Evans does not have this Ordinance drafted at this time. He may have it done for the mid-month meeting.

#### **MAYOR'S REPORT**

**September 8, 2009** – The September 8, 2009 report was provided to Council in their packets on September 4, 2009.

Mayor Esser briefly reviewed the report.

**Clean up Mont Alto Initiative** – Mayor Esser reported that M. Hansen has sent out two (2) more letters.

**Report on PSU students at Mont Alto Recreation Area** – D. Monn reported that Chad Miller was called out two (2) times in one night for incidents involving PSU students at the Recreation Area.

C. Miller will be instructed not to respond to these types of incidents. C. Miller is to call the Pennsylvania State Police or tell the person who calls him to call the PSP.

P. Kocek is to call City Answering Service and give them the same information concerning

incidents at the Recreational Area.

**Crosswalks Penn State University** – Penn Dot has received the request concerning the crosswalks.

#### **ENGINEER'S REPORT**

**Report on progress of Borough boundary project** – E. Hall reported that the surveying has been completed, the calculations were done today and the drafting has been started. Information should be available for the next meeting.

**Storm water issue 291 Verdier Street** – E. Hall reported that water does lay in the yard but after looking at the area he determined that it is not a Borough issue. This problem needs to be corrected by the property owner.

**Final Inspection at Apex** – E. Hall told Council that Apex wants the Bond lowered or released but there are still some berms that need to be installed. S. Longstreth and L. Wenger also inspected the area and there are blow offs on the cul de sac that need to be located.

**Jones Avenue Storm water drainage behind the Dunlap apartments** - D. Monn was approached by Nelson Rock and asked if the Borough would allow him to put a storm drain in there to go out and meet the drain on Jones Avenue. N. Rock would pay to install the pipe.

The water lies back there and it is a major mosquito haven. N. Rock has the right of way and it would be tight to get the pipe in but it could probably be done.

Discussion on how the size of the pipe would be determined and the amount of water the drain pipe on Jones Avenue can handle and what streets drain into the pipe on Jones Avenue.

D. Monn asked if Nassaux-Hemsley, Inc. has drawings of the storm sewers in the Borough. E. Hall is not sure if they do or not.

No decisions made at this time.

### **Borough Boundary Project (continued)**

R. Lee asked E. Hall what the Borough will receive from the survey. The Borough will receive a map showing the Borough boundaries and then where there are lots of shots there will probably be blowups of those areas. This information will also be available on disk.

### **WATER/SEWER COMMITTEE**

**Monitoring Water Treatment Plant and Wells on weekends and holidays** – T. Lawson drafted a letter to be sent to DEP. T. Lawson read the letter to Council. After a short discussion it was the consensus that T. Lawson send the letter to DEP.

### **STREET COMMITTEE**

**Joint road maintenance with Quincy Township** – Nothing at this time.

**Mont Alto Borough Square Project Update** – D. Monn told J. Evans that the Borough has to pass a Resolution to establish “No Parking” zones in the area of the Borough square.

This is a requirement from Penn Dot as part of the Square Project.

D. Monn feels there will be a major problem with the people that live across the street from the Borough building when the “No Parking” zone is established.

A drawing will have to be done to establish the “No Parking” zone. L. Wenger will provide the dimensions for the drawing.

J. Evans will send a letter to the dwellings affected by the “No Parking” zone that is going to be established.

**Flag Pole and Christmas tree** – L. Wenger needs direction as where to place these items. T. Lawson thinks Council should let Penn Dot finish and then the Borough can finish those items.

Penn Dot has agreed to remove concrete and to fill that area in with dirt.

**Waynesboro Area School District Transportation Coordination and Safety Meeting** – D. Monn attended this meeting on behalf of Mont Alto Borough Council. He noted that the bridge at the Nunnery will be replaced and this may result in increased traffic through the Borough.

### **PROPERTY & SUPPLY COMMITTEE**

**Curbs** – Curbs have to be installed as soon as possible so that the square project can be completed by Penn Dot. The curb lines have already been cut. Discussion on how much curb to install at this time. It was decided to put in the first 188’ of curbing and if so desired more can be installed in stages at a later date. T. Lawson also pointed out that possibly two to three handicapped parking spaces can be salvaged in front of the Borough building.

L. Wenger has obtained one (1) quote in the amount of \$6,176.00. J. Evans pointed out that because the project is over \$4000.00 two more quotes will have to be obtained.

T. Lawson made a motion to accept the lowest quote, not to exceed \$6176.00, R. Lee seconded, any further questions on the motion, any further questions on the motion, all in favor Aye, opposed No, so ordered.

### **ELECTRIC COMMITTEE**

**Hadco - Street lights** – D. Monn attended a program at Hadco regarding street lighting.

**Webinar: Street Lighting Technologies; Arguments For and Against LED Lights** – D. Monn reported that the Borough will participate in this Webinar on Tuesday September 15, 2009 at 12:00 noon. G. W. Electric, Raymond Slothour, D. Monn, T. Lawson and L. Wenger are going to attend. Anyone else on Council that would like to attend is welcome.

**PMEA Conference** – D. Monn will be attending the PMEA Conference this year from September 30, 2009 through October 2, 2009.

#### **PERSONNEL COMMITTEE**

**Insurance quotes** – Covered previously.

**SANITATION & SAFETY COMMITTEE** – Nothing.

#### **RECREATION COMMITTEE**

**Joint venture Mont Alto State Park** – B. Spicer reported that she requested a meeting but no one has decided to hold a meeting.

**Recreation Grant** – T. Lawson reported that there was an inspection of the items completed using the grant money. There are a few things the Borough needs to do to complete the Project.

The players benches need to be ADA accessible and logos need to be painted on the handicapped parking spaces.

L. Wenger obtained a quote to make the players benches handicapped accessible. The quote is \$4769.00 but because this quote is over \$4000.00 two more quotes will have to be obtained. It will cost approximately \$200.00 to paint the handicapped logos.

T. Lawson said there is some money left in the grant money but not enough to complete the project. Discussion. T. Lawson will have to look for the additional money.

E. Hall will complete the paperwork for the project after the paving is completed.

**REPORT ON COG (COUNCIL OF GOVERNMENT) ISSUES** – No meeting.

**VISION 2015** – No meeting.

**Franklin County Emergency Service Alliance** – D. Monn has nothing to report.

#### **OLD BUSINESS**

**NIMS Certification** – After discussion it was decided contact Craig Myers at Franklin County Emergency Services and ask to attend the Special Council meeting in October to give the NIMS Certification training to the Council members and the Borough employees.

D. Monn will contact C. Myers and ask if he is available on October 20, 2009 to provide this training in the Borough.

**Public Gathering/Festival Ordinance** – Nothing.

**Mont Alto Road Water problems** – Discussed previously.

**Web Site Update** – D. Lee will email the report on the website to the members of Council. This is the report showing what work G. Socks has done on the website for the month of August.

D. Lee reported that G. Socks is still asking for a liaison from Council to give her guidance on the content of the Website. She is also asking for input from the Council members on items they would like to see on the website.

It was the consensus of Council that the website looks great.

### **MAINTENANCE SUPERVISOR REPORT**

L. Wenger reported on the following items:

1. August 17, 18 and 19, 2009 Fire hydrants were flushed
  2. The additional cameras were installed at the Recreation Area
  3. The countertops in the Borough office have been completed
  4. Replaced 7 posts at the Recreation Area
  5. All main valves have been exercised. Valves at Beech and Cedar Street need to be located. Measurements have been taken and the valves will be noted on a drawing.
  6. Curbs stops are 50% completed
  7. September 28, 2009 the sludge will be hauled out of the Sewer Plant
  8. The rest of the week the maintenance employees will clean and pressure wash the digester
  9. October 5, 2009 the contractor will come in and put in two new rings on the digester
  10. Applied for the Highway Occupancy Permit for the John Brown Memorial Dedication
  11. Skid loader is working very well
- D. Monn reminded L. Wenger to contact Chester Carbaugh about the Fire Police for that day

Short discussion concerning the sludge that will accumulate while the digester is being cleaned.

### **NEW BUSINESS**

**Cumberland–Franklin County Boroughs Association Meeting** – J. Esser will attend this meeting. P. Kocek to complete the application form and mail it.

**PSAB 100<sup>th</sup> Anniversary Request for pictures** – P. Kocek and B. Spicer will work on this project.

**Franklin County Association of Township Supervisors Invitation** – D. Monn will attend this meeting. P. Kocek to complete the application form and mail it.

**Set date for Trick or Treat Night** – Discussion.

D. Lee made a motion to set the date for Trick or Treat on Thursday October 29, 2009 from 6-8 p.m., T. Lowson seconded, any questions on the motion, any questions on the motion, all in favor Aye, opposed No, S. Strizziere opposed, motion carried.

P. Kocek will contact the Fire Police to patrol on Trick or Treat night.

**PSAB Update August and September 2009 For your information** – No action necessary.

**EXECUTIVE SESSION** - None

**Adjournment** – T. Lowson made a motion to adjourn the Regular Meeting of the Mont Alto Borough Council of September 8, 2009 at 9:08 p.m., D. Lee seconded, any questions on the motion, any questions on the motion, all in favor Aye, opposed No, so ordered.

Respectfully submitted,

*Patricia A. Kocek*

Patricia A. Kocek  
Borough Secretary

Submitted to Council for their approval on  
October 5, 2009.

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Michael Gossard President

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Dennis Monn Vice President

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Debra Lee President Pro Tem