

## MONT ALTO BOROUGH COUNCIL MEETING

**CALL TO ORDER** – Council Vice President Dennis Monn called the Regular meeting of October 5, 2009 of the Mont Alto Borough Council to order at 6:34 p.m.

**ROLL CALL** – Debra Lee, Dennis Monn, Beverly Spicer, Shannon Strizziere and Rick Lee present. Thomas Lawson absent. Michael Gossard arrived at 6:37 p.m.

**MAYOR** – Mayor John Esser present.

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

**INVOCATION** – P. Kocek

### PLEDGE OF ALLEGIANCE

Council Vice President D. Monn turned the meeting over to Council President M. Gossard.

### VISITORS

Allison Schuhart The Record Herald

### ACCEPTANCE OF ZONING OFFICERS REPORT

**September 2009** – D. Lee made a motion to accept the Zoning Officer's Report for September 2009, R. Lee 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: September, 2009

### LAND USE PERMITS

<u>Date</u>	<u>Name</u> <u>Project Address</u>	<u>Inspections</u>	<u>Comments</u>
9/2/2009	Brian Bakner 8 Willow Street	Roof over Walkway	Permit 09-23
9/22/2009	Mont Alto Fire Company 517 and 603 S. Main Street	Chain Link Fence	Permit 09-24
9/24/2009	Phillip Mickley 113 Walnut Street	Porch with Roof	Permit 09-25
9/29/2009	William Rock 319 Park Street	Extend Existing Deck	Permit 09-26

### DEMOLITION PERMITS

9/22/2009	Beverly Spicer	Demolish Swimming Pool and Deck
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**SUBDIVISION REVIEWS****NONE**

<b>Land Use Permits Issued This Month</b>	<b>4</b>	<b>Demolition Permits Issued This Month</b>	<b>1</b>
<b>Land Use Permits Denied This Month</b>	<b>0</b>	<b>Demolition Permits Denied This Month</b>	<b>0</b>
<b>Land Use Permits Issued To Date</b>	<b>26</b>	<b>Demolition Permits Issued To Date</b>	<b>3</b>

<b>Subdivision Reviews This Month</b>	<b>0</b>
<b>Subdivision Reviews Year To Date</b>	<b>0</b>

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

**Vehicles 108 Park Street** – J. Evans reported that there was a hearing and a judgment was reached in favor of the Borough in the amount of \$1650.00. S. Gump made one payment to the Borough and when the total amount is received the Borough will have to make notification that the judgment has been satisfied.

M. Hansen briefly reported on Items 19, 20, 21 and 22 on the report. J. Evans has Petitions for Contempt for Items 20, 21 and 22 that will be filed this week after the documents are signed.

Council Vice President D. Monn informed Council that DEP and Soil Conservation were called because the builder at 526 Park Street and 2 & 4 Grist Mill Drive was moving debris from those properties and dumping it near the stream on the other side of the street.

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

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

**APPROVAL OF MINUTES****September 8, 2009**

D. Monn made a motion to approve the Minutes of September 8, 2009, B. Spicer seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

**September 22, 2009**

M. Gossard made a motion to approve the Minutes of September 22, 2009, D. Monn seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

**ACCEPTANCE OF TREASURER'S REPORT****September 30, 2009**

Table until the November 2009 meeting.

**ADOPT RESOLUTION NO. 494 TRANSFER OF FUNDS SEPTEMBER 2009** – D. Lee made a motion to adopt Resolution No. 494, Transfer of Funds for September 2009, R. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

**FINANCE AND ADMINISTRATION COMMITTEE**

**Budget** – P. Strite provided Budget Worksheets to the members of Council. M. Gossard instructed Council to look over the information and if they had any questions or comments they need to direct these to P. Strite or T. Lowson. Possibly begin preliminary work on the Budget at the October 20, 2009 meeting.

VACANCIES - None

## **ATTORNEY'S REPORT**

**Recreation Fees for developers** – Nothing

**Ordinance 35 – An Ordinance Regulating Hawking, Peddling and other Borough Ordinances** – J. Evans is still working on this.

**Destruction of tape recordings Borough Council meetings** – Solicitor J. Evans suggests destroying the tape recordings of the Borough meetings. The Minutes that are approved are the official record of the meeting.

The tapes are only for the benefit of the Secretary to transcribe the Minutes and are not official. If someone would make a request for the tapes the Borough would have to make a copy and provide them to the person making the request under the Freedom of Information Act and Pennsylvania Public Records.

Discussion on the pros and cons of destroying the tapes. J. Evans pointed out that the Minutes are the official record of the meeting, the Minutes control.

D. Lee made a motion authorizing the destruction of the existing tapes and directing the destruction of future tapes upon approval of the Minutes that the tapes pertain to, R. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

**Impact of 100 year Floodplain at the Todd Rock lot on Main Street** – J. Evans reviewed the information and did not find any requirement that a study has to be done to build in that area.

The Rock property is in the A-E Zone and the need for a study is non-existent.

J. Evans sent an email to M. Hansen informing him of his findings. T. Rock does have to comply with all of the applicable provisions of the Ordinance.

M. Hansen reported that he was in contact with T. Rock and W. Brindle. The Flood Plain Ordinance does have a requirement for a review by Soil Conservation.

M. Hansen called A. Stottlemeyer. W. Brindle was also in contact with Soil Conservation and is providing the necessary information to them.

M. Hansen told Council that once the review is received and approved, it appears that he will be free to issue the Land Use Permit.

## **MAYOR'S REPORT**

**October 5, 2009** – The October 5, 2009 report was provided to Council in their packets on October 2, 2009.

Mayor Esser briefly reviewed the report with the members of Council. The following concerns were noted:

1. Drinking at Apex
2. Walking/driving from Apex to campus
3. Recreation area tapes – D. Monn asked J. Evans if it is legal for the Borough to use the tapes. J. Evans said they are legal as long as there isn't any sound. The time on the tapes need to be

set to the correct time.

4. Clean Up Mont Alto Initiative – M. Hansen reported on the issues that have been corrected and the issues still outstanding
5. M. Hansen has been trying to send notices about weeds on Willow Street. Letters keep coming back. J. Evans will help M. Hansen with the addresses
6. Emergency Operations Plan – Will have completed by the first of the year
7. Liaison from Penn State Campus – The student has moved on that was the liaison.
8. Apex security camera on street light pole – D. Monn said this is illegal. M. Hansen will check on the camera

## **ENGINEER'S REPORT**

**Report on progress of Borough boundary project** – E. Hall provided maps showing the Borough boundaries. Council reviewed the maps briefly.

Monuments will have to be erected to mark the boundaries. This work will probably be done by the Borough Maintenance employees. Short discussion on the Lowery Lane boundary.

**Jones Avenue Storm water drainage** – This is the area between the apartments and the woods. E. Hall said the issue would be whether or not the pipes further down could handle the new flow of water. E. Hall said there is an 18" pipe and he doesn't see why it couldn't handle the excess water.

**Final Inspection at Apex** – S. Longstreth provided a Memo for Council concerning issues that still need to be completed before the Bond for Apex can be reduced.

**Borough Boundary Project (continued)** – R. Lee asked E. Hall how many monuments will have to be placed to mark the boundaries. E. Hall said this would have to be determined depending on how the Council wants to mark the boundaries. J. Evans pointed out that the monument is an actual physical marking. Usually the monuments are concrete and rebar.

## **WATER/SEWER COMMITTEE**

**Monitoring Water Treatment Plant and Wells on weekends and holidays** – T. Lowson sent a letter to DEP. The letter was received by DEP but no response has been received by the Borough as of today.

M. Hansen left the meeting at 7:19 p.m.

## **STREET COMMITTEE**

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

### **Mont Alto Borough Square Project Update**

**No Parking Zone** - J. Evans told Council that he would like something in writing from Penn Dot saying that they request that it be posted No Parking because it is a safety concern. Once J. Evans has this in writing he can draft an Ordinance without the necessity of a Traffic Study.

D. Monn said that someone will be coming in from Penn Dot to provide information on crosswalks.

**Jess Smith** – J. Smith called today and wanted to know when the survey will be done so the Deed can be signed. P. Kocek will provide J. Evans with a copy of the email she sent to T.

Lowson concerning this and his reply. J. Evans talked to J. Smith last week but he will call her and discuss her concerns. J. Evans will also contact her son concerning this matter.

L. Wenger informed Council that he will plant a cover crop to keep the soil from eroding this winter and then will redo the areas in the spring.

**PROPERTY & SUPPLY COMMITTEE** - Nothing

**ELECTRIC COMMITTEE**

**Electric Project** – G. W. Electric Co., Inc. has been given the Notice to Proceed and will begin the Project on Thursday October 8, 2009.

**PMEA Annual Conference** – D. Monn attended the Conference and provided a report to the members of Council.

1. The group has never been chartered
2. Never been audited
3. Setting up procedures for cuts offs and fees for same.

It is a constant fight to keep the Boroughs from being taken over by PUC so PMEA has to make sure the procedures and fees are fair and equitable

PMEA is working on the items listed above.

**PERSONNEL COMMITTEE**

Executive Session

**SANITATION & SAFETY COMMITTEE** – Nothing.

**RECREATION COMMITTEE**

**Joint venture Mont Alto State Park** – B. Spicer reported that she requested two meetings but has not had any success in arranging a meeting. It was noted that the Public Opinion ran an article that said the Project is moving along. J. Esser will contact Robert Gunder.

**REPORT ON COG (COUNCIL OF GOVERNMENT) ISSUES** – No pressing issues at the COG.

**VISION 2015**

Will meet on October 28, 2009 with the County Commissioners to discuss the following:

1. Satellite office for the Commissioners
2. Road from Waynesboro to Chambersburg

Will meet with Summit Health in December to discuss the services that Summit Health are moving from Waynesboro to Chambersburg

**Franklin County Emergency Service Alliance** – D. Monn reported that a \$500,000 grant has been obtained for radios for the police departments in Franklin County.

Money is also available for fire departments but there isn't any money available for municipalities to purchase radios.

D. Monn is going to include \$10,000.00 in the 2010 Budget to purchase four (4) radios for the Borough.

## **OLD BUSINESS**

**NIMS Certification** – Council Vice President D. Monn reported that Craig Myers of Franklin County Emergency Services will attend the Special Meeting on October 20, 2009 and give the NIMS training to Borough Council, the Mayor and the Borough employees that are not already certified.

D. Monn has also asked C. Myers to provide a list of training that is needed by classification such as Council, Mayor and employees.

**Public Gathering/Festival Ordinance** – Council President M. Gossard has calls into Quincy Township and after he talks to them then Council can discuss the Public Gathering/Festival Ordinance.

**Web Site Update** – The report provided by G. Socks was provided to the Council members.

**Request from R. Strite Tax Collector** – The Tax Collector has requested that Borough Council consider leasing “Tax Tracker” software for his use at a cost of \$800.00 per year.

D. Lee made a motion to authorize Ronald Strite Tax Collector to lease the “Tax Tracker” software at a cost of \$800.00 per year, R. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

## **MAINTENANCE SUPERVISOR REPORT**

L. Wenger reported that the Square Project is almost complete.

L. Wenger asked for guidance from Council on where to place the Christmas tree.

R. Rock has offered one of two live trees to the Borough for use as a Christmas tree. L. Wenger contacted Tree Movers, a firm in Boonsboro that moves live trees. They estimate it would cost approximately \$800.00 to move the tree from the Rock property to the square, but they need 4-5 weeks notice to move the tree. Tree Movers from Boonsboro said there is about a 95% survival rate for the trees they move.

Discussion on whether there is enough room for the tree and the flag pole in the new area.

R. Rock was in attendance at the meeting and told Council that the two trees in question were grown from trees from the Mont Alto Nursery.

A 90” hole will have to be dug to plant the Christmas tree in the new area created by the realignment of the square.

D. Monn made a motion to authorize an amount not to exceed \$1000.00 to move the Christmas tree from the Rock property to the square and that the Borough maintenance department is to fill in the hole at the Rock property and to seed that area, D. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Placement of the tree in the new area will be determined. L. Wenger noted that they will come down off of an existing pole to provide electricity for the tree. L. Wenger also suggested providing water in that area to water the tree and grass.

The location of the flag pole has not been determined at this time.

L. Wenger reported that the new rings will be added to the Sludge Tank starting either Friday of this week or Monday of next week. The tank was cleaned last Tuesday.

1. Day to day items are being done.
2. Red Dump Truck needs tires. L. Wenger has one quote for \$860.00 and is waiting for another quote. Table until next meeting.
3. Electrical Storage – Most of the repair parts for the electrical system are in the basement of this building. Since there is a security system on this building L. Wenger would like to move all of the parts to a secure area in the shed at the Borough garage so G. W. Electric does not have to get into the Borough building.  
L. Wenger would like to purchase a set of shelves for \$600.00 to store the electrical parts.

D. Monn made a motion to authorize the purchase of the shelves at a cost of \$600.00, B. Spicer seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

J. Esser asked L. Wenger what jobs he has planned for the employees as the weather gets colder.

1. Locate curb stops and exercise the curb stops
2. Work on moving electrical items from basement to shed
3. Memory Lane – Lay bricks
4. Mapping of water system
5. Monuments
6. Street light map

#### **NEW BUSINESS**

**Open Records – One Year Later** – P. Kocek would like permission to attend this seminar. The cost is \$50.00 for the ½ day class.

D. Monn made a motion to authorize P. Kocek to attend the Open Records Seminar, R. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

**2009 Franklin County Municipal Summit** – Please inform P. Kocek if you would like to attend the Municipal Summit. T. Lowson, J. Esser and D. Monn are going to attend.

**Earned Income Tax Committee Meeting** – For your information. R. Strite will be representing the Borough at the EIT meetings.

**Christmas Tree/Flag pole** – Covered previously.

**How COSTARS Can Save Your Municipality Money October 20, 2009 Webinar** – Discussion. No decision on whether or not to sign up for this Webinar.

**Letter from Mont Alto Historical Society** – A copy of this letter was provided to Council on the table this evening. Dr. Kline, Secretary of the Historical Society wrote to thank the Borough for the help they received from the Maintenance Department while they were assembling their float for the WaynesboroFest parade.

A copy of this letter is to be passed on to the Maintenance Department.

**Update on equipment stolen from the maintenance building** – L. Wenger told the members that the items that were stolen were items that would be used to install a service line to a home. If the items were stolen for scrap value there were many more items that were there that would have more scrap value than what was stolen. L. Wenger feels that someone knew what was stored in that area. The lock off of the gate was also stolen.

There aren't any surveillance cameras in the area where the items were stolen.

P. Kocek told Council that a check was received today in the amount of \$701.00. The claim was for \$1201.00 but the Borough has a \$500.00 deductible.

**Storm sewer map** – E. Hall reported to Council that Nassaux-Hemsley, Inc. does not have a storm sewer map for the Borough of Mont Alto.

**Minutes** – P. Kocek informed Council that she has a Worker's Comp Audit on Thursday and she will be on vacation on Friday so the Minutes may not come out as early as they usually do.

**Visitors** – Council recognized R. Rock. R. Rock came to the meeting to discuss giving the Christmas tree to the Borough but that was taken care of earlier in the meeting.

**EXECUTIVE SESSION** - Council President M. Gossard called for an Executive Session at 7:57 p.m. to discuss personnel matters.

Council President M. Gossard called the Regular Meeting of the Mont Alto Borough Council of October 5, 2009 back to order at 8:35 p.m.

D. Lee made a motion to withdraw the offer of reclassification to G. Socks, S. Strizziere seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

The Personnel Committee is directed to make a recommendation at the November meeting regarding the number of employees versus the amount of work that is available thru the winter months.

**Adjournment** – D. Lee made a motion to adjourn the Regular Meeting of the Mont Alto Borough Council of October 5, 2009 at 8:38 p.m., S. Strizziere seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Respectfully submitted,

Submitted to Council for their approval on  
November 2, 2009.

Patricia A. Kocek  
Borough Secretary  
Michael Gossard President

Dennis Monn Vice President

Debra Lee President Pro Tem