

## MONT ALTO BOROUGH COUNCIL MEETING

**CALL TO ORDER** – Council Vice President Dennis Monn called the Regular meeting of January 5, 2009 of the Mont Alto Borough Council to order at 6:33 p.m.

**ROLL CALL** – Dennis Monn, Beverly Spicer, Shannon Strizziere and Tom Lawson present. Rick Lee, Debra Lee and Michael Gossard absent. R. Lee arrived during the Pledge of Allegiance.

**MAYOR** – Mayor John Esser present.

**BOROUGH STAFF** – Jeff Evans Solicitor, Maurice Gossert Engineer, Michael Hansen Zoning Officer and Patricia Kocek Borough Secretary.

**INVOCATION** – P. Kocek

**PLEDGE OF ALLEGIANCE**

**VISITORS**

Allison Stains	The Record Herald
Dennis Koons	Review Subdivision Plans 310 Penn Street
Dennis Kauffman	Same
Jeff Greenwood	Waynesboro Tax Bureau representative
Lt. Wade Lauer	Pennsylvania State Police

**Lt. Wade Lauer**

Mayor J. Esser and Council Vice President D. Monn welcomed Lt. W. Lauer to the Borough Council meeting.

Council members, Mayor Esser and Lt. W. Lauer discussed various incidents that have taken place within the Borough of Mont Alto and specific incidents that have taken place at the Mont Alto Recreational Area and the actions that were taken by the Pennsylvania State Police officers who responded to the incidents.

Lt. Lauer assured Council that he will go over the protocol with his officers and advise them to respond when calls are received from the Borough of Mont Alto.

Council President M. Gossard arrived at the end of this discussion. Lt. Lauer will call M. Gossard and discuss the above matters with him.

Mayor J. Esser thanked Lt. W. Lauer for coming and discussing these matter with Council.

Lt. W. Lauer left the meeting at 7:04 p.m.

Council Vice President D. Monn turned the meeting over to Council President M. Gossard at 7:04 p.m.

**Jeff Greenwood, Borough Representative to the Waynesboro Area Tax Bureau -**

Council President M. Gossard recognized Jeff Greenwood, Borough Representative to the Waynesboro Area Tax Bureau.

J. Greenwood read the Tax Report to those present at the meeting. J. Greenwood reported that he feels the tax office is being run very efficiently. A copy of the report is being placed on file for future reference.

Council President M. Gossard thanked J. Greenwood for serving in this capacity for the Borough of Mont Alto. J. Greenwood left the meeting at this time.

**Dennis Koons/Dennis Kauffman Land Development Plan 310 Penn Street**

D. Koons met previously with M. Gossert, D. Monn and S. Strizziere to review the Land Development plan submission.

M. Gossert provided a list of items that would need to be addressed concerning the Land Development plan.

D. Kauffman addressed the list. D. Kauffman does not think that these items need to be addressed because the Land Development is totally within Quincy Township and the items do

not pertain to the Borough. There will not be any earth moving within the Borough. The only earthmoving would be at the actual site and the site is in Quincy Township. Also, the existing private drive will be used to access the lots and a new street will not be constructed. After a lengthy discussion it was decided that the best way to handle the Land Development plan would be for Dennis Koons to withdraw the plans.

D. Koons is agreeable to withdrawing the plans. D. Koons and D. Kauffman left the meeting at 7:33 p.m.

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

**December 2008** – D. Monn made a motion to accept the Zoning Officer's Report for December 2008, B. Spicer 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: December 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	48	Demolition Permits Issued To Date	3
Subdivision Reviews This Month	0		
Subdivision Reviews Year To Date	1		

#### **Building Code Officials Report December 2008 and Complaint Log**

M. Hansen very briefly reviewed the five (5) open issues listed on the Report with the members of Council. (Copy on file)

M. Hansen noted that the fence issue at 414 S Main Street is in the midst of being resolved.

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

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

#### **APPROVAL OF MINUTES**

##### **December 1, 2008**

D. Monn made a motion to approve the Minutes of December 1, 2008 as presented, R. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

#### **ACCEPTANCE OF TREASURER'S REPORT**

**November 30, 2008** – D. Monn made a motion to accept the Treasurer's Report of November 30, 2008, S. Strizziere seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Table the December 31, 2008 Treasurer's Report to the February 2009 meeting.

**ADOPT RESOLUTION NO. 478 TRANSFER OF FUNDS DECEMBER 2008** – D. Monn made a motion to adopt Resolution No. 478, Transfer of Funds for December 2008, B. Spicer seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

#### **FINANCE AND ADMINISTRATION COMMITTEE**

**COLA (Cost of living increase)** – T. Lawson reminded the members of Council that the COLA increase was built into the 2009 Budget but a motion is needed to approve this increase for the employees and set the effective date. The increase is 3%.

A lengthy discussion followed as to the effective date. P. Koczek told Council that she feels P. Strite used the new rate for the pay that will be received on January 9, 2009. T. Lawson does not think you can do that since some of the pay was earned in December.

D. Monn made a motion to adopt the pay scale with the COLA for 2009 with an effective date of January 3, 2009, R. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Chad Miller	Labor Grade 4 Step 2	\$12.33	\$18.50
Nancy Helman	Labor Grade 4 Step 2	\$12.33	\$18.50
Todd Sharrah	Labor Grade 4 Step 2	\$12.33	\$18.50
Jerry Bakner	Labor Grade 5 Step 4	\$19.22	\$28.83
Larson Wenger	Labor Grade 10 Step 1	\$22.66	\$33.99
Patricia Kocek	Secretary Step 4	\$15.21	\$22.82
Patti Strite	Treasurer Step 4	\$14.78	\$22.18
Gloria Socks	Admin Assistant Step 2	\$12.33	\$18.50

**VACANCIES** – None

### **ATTORNEY’S REPORT**

**Recreation Fees for developers** – J. Evans told Council that he needs to set up a meeting with B. Spicer and T. Lawson to discuss this matter.

**Letter to Quincy/Guilford Township Re: Generator** – J. Evans reported that the letters were sent to Guilford and Quincy Townships. J. Evans has not received any feedback from Guilford Township but has received a letter from Quincy Township.

The letter to Quincy Township stated that Quincy had previously verbally committed to funding 1/3 of the purchase of the generator. The following is an excerpt from the letter the Borough received from Quincy Township stating their position on the matter.

Quincy Township states in their letter: “While the Board ardently supports the Borough of Mont Alto’s concept to provide this equipment for the Mass Care Center at the Fire Station, none of the three supervisors were aware of nor had any prior knowledge regarding a previous funding commitment.” (Copy on file)

D. Monn told Council that since these letters were sent to Quincy and Guilford Township he has received a request from Representative Todd Rock’s office for a copy of all of the information concerning the generator for the Mass Care Center. D. Monn provided copies of this information to Quincy Township and Representative Rock’s office.

Representative Rock’s office found a generator at a cost of \$14,000.00. Representative Rock told D. Monn today that Guilford and Mont Alto would split the cost of the generator.

J. Esser said that since the cost of the generator is now \$14,000.00, only Guilford and Mont Alto would pay for it and the difference between the \$26,000.00 generator and the \$14,000.00 would be Quincy’s share of the cost.

At this time Quincy Township has not been shown the cost estimate for the generator that was provided by T. Rock’s office.

Discussion about whether or not Quincy would be willing to share in the cost of the \$14,000.00 generator.

D. Monn told the members that this generator comes with the condition that requires that drug meetings be held at the Mont Alto Volunteer Fire Department.

D. Monn said that the Borough already participates in the Franklin County Drug Task Force, the D.A.R.E. program and Shawn Adolini, Deputy Fire Chief of the MAVFD and a police officer in Waynesboro assigned to the Franklin Drug Task Force can do the training. These items are advantageous to the Borough in establishing the criteria for receiving this generator.

After discussion, it was decided that J. Evans will share the new information with Quincy and Guilford Township by letter and ask for their participation in acquiring the generator for the Mass Care Center by indicating in writing their commitment to providing their share of the cost of the generator.

D. Monn asked Representative Rock, if the program is started and a year from now it falls through, what will happen to the generator. T. Rock told D. Monn that nothing will happen to the generator.

D. Monn told Council that he will discuss this matter with a representative from D.A.R.E.

## **MAYOR'S REPORT**

**January 1, 2009** – The January 1, 2009 report was provided to Council in their packets on January 2, 2009.

Mayor J. Esser briefly reviewed the January 1, 2009 Mayor's Report with the members of Council. (COPY ON FILE)

Mayor Esser reported that he attended the Franklin County EMA meeting.

**Emergency Operations Plan** – This plan is very important. In a previous email from Susan Dutko it was indicated that a boiler plate EOP Plan was provided to all of the municipalities. P. Kocek to check to see if this was provided to the Borough office.

D. Monn pointed out that if the Local Emergency Management Coordinators are not going to participate as they need to, the Borough may have to look for other individuals to fill the positions.

The Borough needs to get the Emergency Operations Plan updated and ready for use.

**Mont Alto State Park** – Mayor Esser told Borough Council that Quincy Township is interested in obtaining the Mont Alto State Park. He asked if the Borough would be interested in discussing acquiring the State Park in conjunction with Quincy Township. Discussion. It was the consensus that the Borough would be willing to discuss this matter with Quincy Township.

## **ENGINEER'S REPORT**

**Borough boundary proposal** – M. Gossert presented a proposal to D. Monn and M. Gossard for doing this work. Copies were made and passed out to the members of Council.

M. Gossert told Council that he has a map showing all of the metes and bounds for the Borough and the four (4) parcels annexed into the Borough.

If the Borough goes forward with this work then all new surveys would be tied to the coordinates and grid pattern.

The cost for doing the first phase, which would be items 1, 2 and 3 would be \$2500.00. Phase 2 would be items 4, 5, 6 and 7 and these would be done at a later date. After steps 1, 2 and 3 are completed Nassaux-Hemsley, Inc will be able to give a more precise estimate for items 4, 5, 6 and 7.

M. Gossert suggests that the markers be concreted pins to mark the boundaries. Discussion on various ways to mark the boundaries. The actual work could be done by the Borough employees with supervision by Nassaux-Hemsley, Inc.

D. Monn made a motion to authorize an expenditure of \$2500.00 to Nassaux-Hemsley, Inc. to do steps 1, 2 and 3 of the proposal, R. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

## **WATER/SEWER COMMITTEE**

**Air in water lines** – Discussion about possible air in some of the water lines.

## **STREET COMMITTEE**

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

**Square proposals** – Penn Dot provided two options to rectify the problem with the square.

D. Monn met with Danny Reed and Shawn Adolini of the Mont Alto Volunteer Fire Department and showed them the two options for changing the square. D. Monn wanted them to be aware of the probable change so that the best choice is made to accommodate the fire equipment.

T. Lawson explained Option I and Option II to those present. The Borough will have to eliminate parking for 200' in each direction. The change in parking would have to be done by Ordinance. Daniel Strazisar from Penn Dot told D. Monn that a traffic study will not have to be done to change the parking. Discussion about which option would best serve the Borough. D. Monn told Council that the MAVFD agrees that Option 2 is the best way to go.

T. Lawson made a motion to accept Option 2 as the Borough's choice for the redesign of the square, D. Monn seconded, any further discussion, any further discussion,

Council President M. Gossard asked for a Roll Call vote.

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

Motion carried unanimously.

P. Kocek was instructed to send a letter to Penn Dot advising them of the choice made by Borough Council.

## **PROPERTY & SUPPLY COMMITTEE**

### **Glessner's Alarm and Communications**

**Alarms (fire & intrusion)/Card Access System** – Council Vice President D. Monn brought along the proposals that he has from Glessner's. D. Monn and M. Gossard will meet and discuss this matter. T. Lawson suggested getting two proposals for the system. D. Monn will place copies of the quote in the Council boxes.

## **ELECTRIC COMMITTEE**

**Electrical Repair Contract (Expires 3-6-2009)** - Council Vice President D. Monn told Council that the Electrical Repair Contract is coming up for renewal in March. P. Kocek to contact G. W. Electric, Inc. and ask them to submit a quote prior to the February meeting.

D. Monn asked if the Borough has any type of responsibility for the equipment that G. W. uses to do work within the Borough. J. Evans stated that the Contract holds the Borough harmless. The Borough does not have any responsibility for the privately owned equipment that G. W. Electric, Inc. uses within the Borough.

**Memo from J. Evans Re: Gary Newell** – For your information. The only reason G. Newell would be used is if PJM would continue with their proposal to have the Borough pay their invoice weekly instead of monthly.

## **PERSONNEL COMMITTEE**

**Approve Step Increases for 2008 and Request from Borough Secretary Re: Holiday Pay** – These items will be discussed in Executive Session.

**SANITATION & SAFETY COMMITTEE** - Nothing

## **RECREATION COMMITTEE**

### **Recreation Grant**

**Approve payment of invoices** – T. Lawson reported that there aren't any invoices to be approved this evening, but he has submitted the paperwork requesting a partial payment of the Grant money. There are one or two small items to be completed in the spring and the Project is well within the allocated Budget.

Remove from Agenda.

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

**VISION 2015** – No meeting.

## **OLD BUSINESS**

**NIMS Certification** – D. Monn told Council that the courses are changing and the Borough will receive an update on this.

**Public Gathering/Festival Ordinance** – M. Gossard said arrangements need to be made to have Rich Sleicher meet with M. Gossard, D. Monn and J. Evans.

**Appoint Committee to review Ordinance 35 – An Ordinance Regulating Hawking,**

**Peddling and other Borough Ordinances** – Council President M. Gossard would like to have one person look at this first, come up with some revisions and updated language.

M. Gossard asked S. Strizziere to take over this task and bring the information back to Council and then the decision will be made on whether or not to continue with revising the Ordinances.

**Letter to Quincy/Guilford Twp. Re: Generator** – Covered previously.

**Fax from Rep. Rock's Office Re: Generator** – Covered previously.

**National Flood Insurance Program – Request for information from Gannett Fleming, Inc.-**

P. Kocek will provide this document to M. Gossert for his review and completion.

## **NEW BUSINESS**

**Franklin County Drug Task Force** – For your information

**Cumberland-Franklin County Boroughs Association Re: Meeting and dues** – D. Monn made a motion to authorize payment of the 2009 dues for the Cumberland-Franklin County Boroughs Association, S. Strizziere seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

**Attendance at the Boroughs Association meeting** – P. Kocek will make reservations for Mayor J. Esser.

**D.A.R.E. Request for funds** – T. Lowson said this has already been provided for in the 2009 Budget.

D. Monn made a motion to authorize the payment of the 2009 request for funds from D.A.R.E., S. Strizziere seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

**Franklin Cty Emergency Service Alliance–Appoint a representative and an alternate** – FCESA is not going to charge any fees for 2009.

D. Monn volunteered to be the representative and B. Spicer volunteered to be the alternate for 2009. P. Kocek will fill out and submit the proper paper work.

Council Vice President took over the meeting at this time because Council President M. Gossard was called away for a short time.

**SCAP** - For your information.

**Memo Fox & Associates, Inc.–For your review and consideration** - There is a prospectus on file with the Borough Secretary if anyone is interested in looking at the information.

**Landfill Rates** – For your information.

**Christmas Tree Disposal** – D. Monn tried to locate the tub grinder to dispose of the trees. Greene Township has the tub grinder but Dave Jamison said he would be happy to do it but he wouldn't know what to charge the Borough. He suggested calling someone else. T. Lowson suggested calling a tree service. No decision at this time.

**Tree Trimming** – D. Monn told Council that the tree trimming has paid off because during the recent storms there haven't been any outages.

**Engineer's Report (continued)**

**Apex (Student Housing)** – M. Gossert told the members that an inspection was conducted at the Student Housing and Council was provided with a copy of the report.

The developer requested the inspection so that the amount of the Bond could be reduced.

M. Gossert suggested that Larson Wenger review the report to make sure nothing was missed.

D. Monn will have L. Wenger review the report.

R. Lee made a motion to approve the reduction of the bond to \$285,000.00 subject to review and approval by L. Wenger, S. Strizziere seconded, any questions to the motion, any questions to the motion, all in favor Aye, opposed No, aye's have it, so ordered.

**EXECUTIVE SESSION** – Council Vice President D. Monn called for an Executive Session at 8:50 p.m. to discuss personnel matters.

Council President M. Gossard called the Regular Meeting of January 5, 2009 back to order at 9:29 p.m.

D. Monn made a motion to approve the step increases and the hiring of said employee, as a precautionary measure, using the list provided, S. Strizziere seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

**Patricia A. Kocek**

**Secretary**

**Step 3 to Step 4**

**7-7-2008**

**Jerry L. Bakner**

**Labor Grade 5**

**Step 3 to Step 4**

**7-7-2008**

**Gloria J. Socks**  
**Borough Administrative Assistant**  
**Step 1 to Step 2**  
**10-11-2008**  
**Chad Miller**  
**Labor Grade 4**  
**Step 1 to Step 2**  
**7-7-2008**  
**Nancy Helman**  
**Hired: 4-7-2008**  
**Labor Grade 4**  
**Step 1**

**Patti A. Strite**  
**Treasurer**  
**Step 3 to Step 4**  
**8-4-2008**  
**Todd A. Sharrah**  
**Labor Grade 4**  
**Step 1 to Step 2**  
**10-11-2008**  
**Nancy Helman**  
**Labor Grade 4**  
**Step 1 to Step 2**  
**7-7-2008**

**Adjournment** – S. Strizziere made a motion to adjourn the Regular Meeting of the Mont Alto Borough Council of January 5, 2009 at 9:34 p.m., R. Lee seconded, all in favor Aye, opposed No, motion carried.

Respectfully submitted,

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

*Patricia A. Kocek*

Patricia A. Kocek  
Borough Secretary

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Michael Gossard President

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Dennis Monn Vice President

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Debra Lee President Pro Tem