

MONT ALTO BOROUGH COUNCIL MEETING

CALL TO ORDER – Council President Dennis Monn called the Regular meeting of February 1, 2010 of the Mont Alto Borough Council to order at 6:33 p.m.

ROLL CALL – Beverly Spicer, Shannon Strizziere, Cheryl Sobun, Dennis Monn and Thomas Lawson present.

MAYOR – Mayor John Esser present.

BOROUGH STAFF – Jeff Evans Solicitor, Larson Wenger Maintenance Supervisor, Michael Hansen Zoning Officer and Patricia Kocek Borough Secretary

INVOCATION – P. Kocek

PLEDGE OF ALLEGIANCE

VISITORS

Allison Schuhart The Record Herald

Karlton Smith Concerned citizen and potential Council member

VACANCY BOARD HEARING

Chairperson P. Kocek called the Vacancy Board Hearing to order at 6:35 p.m. Mont Alto Borough Council sits as the Vacancy Board.

Chairperson P. Kocek told the Vacancy Board that they have two (2) seats to fill and in their packets they were provided with three (3) letters from citizens of the Borough expressing an interest in serving on Mont Alto Borough Council.

Council Seat 2 years (2010 and 2011) 4 year term not filled at 2009 election – T. Lawson nominated Rick Lee for the vacant Council seat, S. Strizziere seconded, any discussion,

C. Sobun read a prepared statement expressing her opposition to appointing R. Lee to Mont Alto Borough Council.

S. Strizziere made a motion to close the nominations; T. Lawson seconded, any other discussion on closing the nominations,

Remarks were made by T. Lawson stating why R. Lee should be appointed to Borough Council.

Any other discussion on the motion to close the nominations, hearing none, all in favor of closing the nominations for the Council seat to be filled by the Vacancy Board that was not filled at the election in 2009, all in favor Aye, discussion,

S. Strizziere withdrew her motion to close the nominations,

J. Evans asked if there were any other nominations for this seat, R. Lee has been nominated, C. Sobun nominated Karlton Smith, B. Spicer seconded, any other nominations for the seat,

Do I hear a motion to close the nominations for this seat with two nominees, S. Strizziere made a motion to close the nominations, T. Lawson seconded, any further discussion, any other discussion on closing the nominations, short discussion,

C. Sobun withdrew her nomination nominating K. Smith to fill this seat on Mont Alto Borough Council.

J. Evans asked for a vote to close the nominations with only one nominee, D. Monn made a motion to close the nominations with only one nominee, all in favor Aye, opposed No, motion carried. The nominations are closed.

All in favor of appointing R. Lee to the seat that was not filled at the General Election in November of 2009, Aye, opposed No, hearing one (1) Nay, the Aye's have it, motion carries.

R. Lee is appointed to that seat.

Council Seat 2 year (2010 and 2011) Remaining term of D. Lee – Must be filled by petitioning the Court – The Vacancy Board appoints an individual that will have to be approved by the Court.

T. Lawson nominated Karlton Smith; B. Spicer seconded, any other nominations, Is there a motion to close the nominations?

T. Lawson made a motion to close the nominations, B. Spicer seconded, any discussion on the motion to close the nominations, hearing none, all in favor of closing the nominations Aye, opposed No, motion carries unanimously.

The Vacancy Board is recommending that K. Smith be appointed to fill the remaining term vacated by D. Lee and that his name be presented to the Court, all in favor Aye, opposed No, motion carried.

J. Evans will prepare the Petition and submit it to the Court by the end of this week.

D. Monn made a motion to adjourn the Vacancy Board Hearing, T. Lawson seconded, all in favor Aye, opposed No, motion carried.

Council President D. Monn called the Regular meeting of Mont Alto Borough Council back to order at 6:50 p.m.

ACCEPTANCE OF ZONING OFFICERS REPORT

January 2010 - T. Lawson made a motion to accept the Zoning Officer's Report for January 2010, S. Strizziere seconded, any further discussion, all in favor Aye, opposed No, so ordered.

BOROUGH OF MONT ALTO
ZONING OFFICERS REPORT TO THE BOROUGH COUNCIL

Michael Hansen
for Accredited Services, Inc.
Zoning Officer

Report Period: January, 2010

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	0		

Height of electric meter – M. Hansen presented information from Allegheny Power that regulates the height of electric meters. The Electric Committee will review the information and decide what if any of the information needs to be included in the Borough Electric Ordinance.

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

Accredited Services Report – For your information.

APPROVAL OF MINUTES

December 7, 2009 Page 3 Paragraph 6 Change ator to “at and/or”

S. Strizziere made a motion to approve the Minutes of December 7, 2009 with corrections, B. Spicer seconded, any further questions on the motion, any further questions on the motion, all in favor Aye, opposed No, C. Sobun abstained, so ordered.

December 15, 2009

T. Lawson made a motion to approve the Minutes of December 15, 2009, S. Strizziere seconded, any further questions, any further questions, all in favor Aye, opposed No, C. Sobun abstained, so ordered.

January 4, 2010

Page 7 Paragraph 11 Sentence 2 In the meantime requirements Change to “In the meantime new requirements”

Page 11 Paragraph 6 Sentence 2 Cumberland-Franklin County Boroughs Association Dues Remove the word “Dues”

B. Spicer made a motion to approve the Minutes of January 4, 2010 with corrections, D. Monn seconded, any further questions, any further questions, all in favor Aye, opposed No, so ordered.

ACCEPTANCE OF TREASURER’S REPORT

December 31, 2009

T. Lawson told the members that they will no longer see the Sweeps Account on the Electric Fund Balance Sheet. This has been discontinued because it is no longer profitable to continue to do the Sweeps.

S. Strizziere made a motion to accept the Treasurer’s Report of December 31, 2009, B.

Spicer seconded, any further questions, any further questions, all in favor Aye, opposed No, so ordered.

January 31, 2010 Treasurer's Report – Table

ADOPT RESOLUTION NO. 501 TRANSFER OF FUNDS JANUARY 2010 – Not available

for adoption this evening. Table until the February meeting.

FINANCE AND ADMINISTRATION COMMITTEE

Resolution 459 Review fees and make necessary corrections – The following corrections were suggested to be made to Resolution 459:

Page 3 Section E. Fax \$1.50 first page \$.25 each additional page

Page 3 Section 9. Bad Check Fee and Policy \$40.00 Service Fee \$10.00 Bank Fee

T. Lowson made a motion to approve the changes to Resolution 459, S. Strizziere seconded, any further questions, any further questions, all in favor Aye, opposed No, so ordered.

J. Evans will provide the final copy for signatures this week.

Letter Boyer & Ritter (Scope & timing of Audit) – For your information

Radios Insurance – P. Kocek contacted H. A. Thomson. Insurance will cost approximately \$32.00 per year to cover all of the new radios. The cost of the new radios is \$8862.25. The Borough will have to provide a description of the radios and the date they are put into service to the insurance company.

Michael Hansen left the meeting at 7:12 p.m.

Discuss 2010 Finances – T. Lowson updated Council on the following items:

1. Relevelization of the PPA rate – There was an anticipated reduction in the PPA but because of substantial invoices from Downes Associates the PPA rates will not be decreased in February. He will keep Council informed about this and P. Strite will be tracking the funds more closely.
2. Liquid Fuels money - \$28,594.26 Balance for 2009 \$31,667.81 2010 Allocation = \$60,262.07 Total Liquid Fuel Money available
3. Quincy Township EIT Taxes – Quincy Twp. looked at the Borough Boundary survey and determined that part of PSU is in Quincy Township and the Tax Office has been depositing all of the EIT taxes for Penn State in the Mont Alto account. Quincy Twp. is asking the Borough to return the taxes. They are asking for approximately \$15,000.00. As far as can be determined by the Borough Office, Mont Alto will owe them approximately \$1700.00. T. Lowson is working to get this straightened out. Will discuss at a later date.
4. Local Services Tax – It has not been determined at this time whether to implement the Local Services Tax. It was pointed out that there are some accounting difficulties in administering this tax and it may cost more to administer the tax than it would be of benefit the Borough

ATTORNEY'S REPORT

Recreation Fees for developers – Nothing

Local Services Tax – J. Evan passed out a draft Ordinance. If Council would decide to collect this tax they could not begin to collect the tax until January 1, 2011. This information would have to be reported to the State no later than December 1, 2010.

EIT Committee – P. Strite attended a meeting of the EIT Committee. She provided D. Monn with a draft copy of the by-laws for this Committee. The by-laws need to be reviewed by Council and a Resolution passed by Council stating that Council agrees with the by-laws and supports them.

The next meeting of the EIT Committee is February 25, 2010 and they want this information returned to them by that date. J. Evans will review the by-laws and draft the Resolution.

Ordinance 35 – An Ordinance Regulating Hawking, Peddling and other Borough Ordinances – P. Koczek provided J. Evans with the index for all of the Ordinances and he is working his way through the list of Ordinances.

Adopt Ordinance 500 Emergency Operations Plan – Ordinance 500 has been properly advertised.

D. Monn made a motion to adopt Ordinance 500, T. Lawson seconded, any further questions, any further questions, all in favor Aye, opposed No, so ordered.

Adopt Mont Alto Borough Emergency Operations Plan – Council President D. Monn told Council that the EOP document is the guidelines to be used when a disaster happens within the Borough. This is the document referred to in Ordinance 500.

T. Lawson made a motion to adopt the Mont Alto Borough Emergency Operations Plan, which is to be reviewed each year, B. Spicer seconded, any further questions, any further questions, all in favor Aye, opposed No, so ordered.

P. Koczek to have the EOP signed by the proper persons and then provide copies to the County and Mark Garling, Emergency Management Coordinator for the Borough of Mont Alto.

Public Gathering/Festival Ordinance – Short discussion. Table until a future meeting when the Committees have been established.

Nassaux-Hemsley, Inc. – J. Evans has not received any response to his first or second letter to Nassaux-Hemsley, Inc. T. Lawson will provide J. Evans with a list contact names and addresses for Nassaux-Hemsley, Inc.

Borough Boundary Project – Council President D. Monn told Council that to date the Borough has paid \$24,00.00+ for the Boundary Project. Phase I was to cost \$2500.00 and Phase II \$14,500.00. T. Lawson and D. Monn will continue to investigate the costs for this Project.

The Boundary Project is not complete. The Borough needs a commitment from Nassaux-Hemsley, Inc. to finish the Project. The drawings are not stamped certified. If a new firm would take over they would probably want to research and verify the information before they would certify the drawings.

J. Evans will send a letter to Bob Plank who was working on the Boundary Project for the Borough.

Status of submission of paper work to B. Barattini (Liquid Fuels Fund) – J. Evans submitted the paperwork, but now he needs to submit a signed copy of the Note with Tower Bank. J.

Evans will also provide a copy of the signed note to the Borough for their files.

Apex Final Inspection/Apex As-Built Review /Fax from John E. Walsh – The streets have not been dedicated to the Borough and the electric system has not been accepted by the Borough.

Will have to make sure that the items on the list that the engineers provided have been completed.

J. Evans will contact T. Misner and discuss this because the water and sewer systems have not been accepted by the MAMA.

The Letter of Credit will not be released until the above items are completed.

As-Built Drawings – L. Wenger stated that these drawings have been received by the Borough.

Full Spectrum Services – This firm makes requests to the Borough asking for information concerning the status of unpaid utilities invoices. D. Monn wants to know whether or not the Borough is authorized to provide this information.

J. Evans will research this company to try to find out who this company is and what they do.

MAYOR'S REPORT

February 1, 2010 - The February 1, 2010 report was provided to Council in their packets on January 29, 2010.

Mayor Esser briefly reviewed the report with the members of Council.

Burning – Will discuss after the committees are established. C. Sobun has researched this subject and provided information to Council for their review. Table until a future meeting.

RRFB Pedestrian Crosswalks at PSU – The site meets the requirements for the RRFB but now Penn Dot wants the Borough to pay for the lights and then the Borough would be reimbursed by Penn Dot. The Borough does not have money to pay the upfront cost at this time unless they can use Liquid Fuels money.

J. Esser will email Todd Rock concerning the lights and how the financing will be handled.

Short discussion on where the money will come from to pay regular bills until the tax money begins to come in to the Borough. So at this time there is not money available to pay for the RRFB lights.

ENGINEER'S REPORT

Report on progress of Borough boundary project – Discussed previously in the meeting.

Jones Avenue Storm water drainage – Table until the Borough has an engineer.

WATER/SEWER COMMITTEE

Executive Session Personnel – An Executive Session will be held later in the meeting to discuss personnel under water/sewer.

Sewer Plant Upgrade – D. Monn reported that this Project is on hold until the MAMA can hire an engineering firm. They are going to be interviewing two (2) firms on February 4, 2010.

STREET COMMITTEE

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

Square Project Deed – No information at this time.

Four-way stop Jones & Greenwood

Oak Street & 997 – C. Sobun advised Council of the dangers at these two (2) intersections. Discussion on various ways to correct the dangerous situations at these intersections.

J. Esser will contact the PSP and ask them if they could put additional patrols on 997 to help correct the situation at Oak and Main.

J. Evans will look into what steps would have to be taken to make the intersection a four way stop at Greenwood and Jones.

PROPERTY & SUPPLY COMMITTEE

Set equipment rental rates – T. Lowson explained that the equipment can only be rented by another government entity. The rates also need to be established in case the Borough uses the equipment during a Grant Project.

D. Monn made a motion to adopt the Equipment Rental Rates as presented, B. Spicer seconded, any further questions, any further questions, all in favor Aye, opposed No, motion carried.

Equipment rental rates for 2010 w/o operator/hour

Dump Truck	\$20.00	Backhoe	\$26.00
Trailer	\$ 6.00	Hand Tamper	\$12.00
Cut off saw	\$32.00	Sump pump	\$ 6.00
Chain saw	\$17.00	Mower	\$33.00
Pressure washer	\$15.00	Road Plates	\$25.00/day
Vehicle mileage	\$ 0.55/m	Skid Loader	\$26.00

Flag Pole/Sign for Center Square – D. Monn reported that the sign at the MAVFD was erected at a cost of approximately \$8000.00.

D. Monn has talked to Todd Rock about doing the concrete work for a sign for Center Square since he made the sign for the Fire Department. D. Monn will continue to work on trying to get a sign erected in Center Square. Remove this item from the Agenda.

ELECTRIC COMMITTEE

Chad Ely – At a previous meeting C. Ely appeared concerning his high electric bill. D. Monn has the information he needs and will contact C. Ely.

PERSONNEL COMMITTEE

Appointment of an engineering firm for the Borough of Mont Alto – Table

Training

(1) D

SANITATION & SAFETY COMMITTEE – Nothing.

RECREATION COMMITTEE

Joint venture Mont Alto State Park – at this time.

Recreation Grant – T. Lawson received a letter from Beth Hildebrand stating that she has authorized the final payment in the amount of \$5200.00. It will take approximately eight (8) weeks to receive the check.

REPORT ON COG (COUNCIL OF GOVERNMENT) ISSUES – D. Monn reported that there was a round table discussion to discuss items that might come before the COG in the future.

VISION 2015

There is a Vision 2015 meeting scheduled for later this month.

Franklin County Emergency Service Alliance – The next meeting is scheduled for February 6, 2010.

MAINTENANCE SUPERVISOR'S REPORT

L. Wenger presented the following verbal report.

1. L. Wenger and C. Miller attended a DEP training session on the new Public Notification Rules and Regulations. L. Wenger briefly explained some of the new Rules and Regulations concerning Public Notification
2. No major snow problems during the past month
3. Sewer lines – used the camera on several of the lines. Will continue to work on this.
4. Christmas items have been taken down and put away. Will redo the fence that goes around the tree
5. Took approximately 125 trees to Greencastle for disposal. They will use them at their school farm for mulch
6. Four (4) water reports to complete by March
7. Sludge Report and Chapter 94 Reports – The MAMA requested that L. Wenger complete these reports this year
8. The 3” rain in January caused problems at Park & Willow Street. Penn Dot will be repairing the drains but no time frame has been set for the work to be completed
9. The Maintenance crew hopes to complete the curb stop project in February
10. Maintenance crew will be doing crack sealing
11. Will be moving the old water hauler's building that sits behind the Borough office
12. Insulated the floor under the outer portion of the Borough office building
13. Basement has been cleaned out
14. D. Monn and T. Lawson will be working on the phone system in the Borough office Building
15. Fixed the travel lift several time at the Sewer Plant

OLD BUSINESS

Appointment of Committees - Council President D. Monn will have three (3) people on each Committee. He will continue to work on this and provide the information to Council.

Approve Mont Alto Volunteer Fire Company activities for 2010 – The activities have to be approved each year for insurance purposes.

T. Lawson made a motion to approve the Mont Alto Volunteer Fire Company activities for 2010, D. Monn seconded, any further discussion, any further discussion, all in favor Aye, opposed No, so ordered.

Report on Generator for Mass Care Center/Letter from Quincy Township – Council President D. Monn told the members that on December 15, 2009 he sent a letter to Guilford and Quincy Townships requesting their support in obtaining a loan from the US Department of Agriculture. He received a response from Guilford Township supporting up to \$10,000.00 for that endeavor and after a negative response from Quincy Township, D. Monn met with Quincy Township and recently received a letter supporting the endeavor up to \$10,000.00.

Quincy Township asked who would maintain the generator and what type of warranty does the generator have.

D. Monn volunteered the services of Mont Alto Borough to maintain the generator. Routine maintenance would be done on the generator at the MAVFD at the same time the Borough generators are serviced.

There is a two (2) year warranty with the generator.

After receiving the favorable responses from the townships D. Monn contacted the representative of the USDA to arrange for the loan. The representative told him that the MAVFD has to be turned down by a local financial institution before they qualify for a USDA loan.

D. Monn held discussions with the various entities involved and the decision was made that the MAVFD will obtain a loan locally and Mont Alto Borough, Quincy Township and Guilford Township will pay the MAVFD. The payback will be \$280.70 per month.

Council President D. Monn gave a brief oral history on the long drawn out history in obtaining a generator.

T. Lawson explained for the benefit of the new councilperson why the generator needs to be installed at the MAVFD.

A foundation has to be laid at the MAVFD to hold the generator.

P. Kocek will put a note on a future utility billing asking people in the Borough who are on life support or oxygen or has a medical condition that requires constant electricity to notify the

Borough office so that in the event of a planned outage or an emergency outage they can be notified and/or moved to the MAVFD. This list will also be provided to the MAVFD.

D. Monn will order the generator after the MAVFD approves the loan.

NIMS Training – Covered previously in the meeting.

NEW BUSINESS

PA Borough Councils Association Dues – T. Lawson made a motion to pay the \$25.00 dues for the PA Borough Councils Association, S. Strizziere seconded, any further discussion, any further discussion, all in favor Aye, opposed No, so ordered.

Cumberland-Franklin County Boroughs Association Meeting – Please notify P. Kocek if you would like her to make reservations for this meeting.

EXECUTIVE SESSION - Council President D. Monn called for an Executive Session at 9:16 p.m. to discuss personnel issues.

Council President D. Monn called the Regular Meeting of Mont Alto Borough Council of February 1, 2010 back to order at 9:30 p.m.

Adjournment – T. Lawson made a motion to adjourn the Regular Meeting of the Mont Alto Borough Council of February 1, 2010 at 9:31 p.m., S. Strizziere seconded, any further discussion, any further discussion, all in favor Aye, opposed No, so ordered.

Respectfully submitted,

Submitted to Council for their approval on
March 1, 2010.

Patricia A. Kocek
Borough Secretary

Dennis W. Monn Council President

Thomas Lawson Vice President

Beverly Spicer President Pro Tem