

T. Misner is representing J. Walsh of the Educational Property Group, Inc. He and J. Walsh are here this evening to discuss the A. Mills Subdivision. J. Walsh and his company would like to get a feel from Borough Council where they stand on the proposed use of the A. Mills subdivision.

T. Misner stated that the Mont Alto Zoning Ordinance has been approved and it appears that the developer could put townhouses in that area.

T. Misner told Council that there would be three (3) students per unit and 3 townhouses per lot. The residents of the units would be students. J. Walsh has contacted PSU and the need is there for housing for students.

T. Misner stated they are here tonight to find out what questions Council and the engineer may have. A lengthy discussion followed about using the A. Mills subdivision for student housing.

Highlights of the discussion:

1. Education Property Group, Inc. provides a resident manager for their student housing and also uses resident assistants
2. The subdivision was approved as: Zoned R-125 Single Family detached units. The subdivision may have to be resubmitted. Townhouses are an approved use in that zone and the law has to be followed.
3. Infrastructure – Electric Water Sewer
4. Conduct of students when residing in the Borough of Mont Alto
5. Potential students are required to fill out a 17 page lease document (which also covers acceptable behavior while living in the unit) before they are accepted as a resident. The parents and the student sign the document. The parents are required to pay in advance and the cost is approximately \$6000.00
6. The students are asked to leave if they do not abide by the Rules and Regulations that they agreed to by signing the lease agreement.
7. There is a 24 hour 7 days a week management component at all units
8. There will be a club like area with a fitness center and other items to give the students an outlet for their energy.
9. Educational Property Group, Inc. regulate the use of the units by using a safe lock system with computerized keys.
10. They provide an all inclusive utility package with cable TV and internet.
11. The sites are policed each day by a maintenance man. The grounds are kept impeccable.
12. The new units could help alleviate a lot of issues the Borough is having with students that live off campus because the units will be managed
13. Selling the units to Penn State once they are built
14. Losing the tax revenue if they are sold to Penn State
15. Education Property Group, Inc. allows for Deed Restrictions stating that even though the properties were sold to a non-profit taxes would have to continue to be paid

At this point T. Misner asked if the plans were restructured could they be presented to the Planning Commission. Council handles these matters at the second meeting of the month, which is held the third Tuesday of the month. These plans should be submitted at least one month prior to the meeting so that there is proper time for review.

16. If PSU attendance decreases the units could be sold as townhouses.
17. Suggested that Council visit other sites built by Education Property Group, Inc.
18. Initial project would be for 10 buildings consisting of three units each being built for the fall of 2008 if possible.
19. More units would be built if the Borough was satisfied with the initial project
20. The units would be built facing away from the homes on Reynolds Avenue
21. The lot lines are not being changed – three townhouses within each lot line
22. Parking – Nine parking spaces per unit – One parking space per resident. This would be 270 parking spaces for the initial units.

23. The University has need for housing
24. Existing projects that the Education Property Group, Inc. has developed in the past
25. Student housing and how it will affect property values in the area
26. Deed Restrictions are welcomed by Education Property Group, Inc.
27. Resident manager – Enforces rules, positive impact, coordinates programming, keep students involved in the community within the units
28. Community guidelines (within the units) – Unruly driving in the Borough of Mont Alto, this could be made to be zero tolerance for wrongdoing.
29. Drinking
30. No more than two guests per unit at one time
31. J. Walsh described the units and the safety measures that will be installed
32. There is a ten month lease for the units – the students are gone through the summer
33. 7 million dollar investment – wants it to become a community

After the above discussion it was decided that J. Walsh will provide ten copies of the Community Guidelines for living on the premises and the Deed Restrictions. He will also send the plans for the Project to the Borough.

T. Misner, et al thanked Council for their time and left the meeting at 7:26 p.m.

Visitors – Michael Henicle Verdier Street Letter of Credit and Deed of Dedication

Council President M. Gossard recognized M. Henicle.

M. Henicle is here this evening to discuss his Letter of Credit and the Deed of Dedication for Verdier Street.

All outstanding bills have been paid for Verdier Street by M. Henicle.

M. Gossert reported that J. Evans faxed the Deed of Dedication and M. Gossert reviewed it.

There was an area that should have showed a curve to the right and it should be a curve to the left. Also, there aren't any corner pins along the road. M. Gossert noted this on the information he faxed to J. Evans. M. Gossert suggests approving the release of the bond subject to review by J. Evans.

The Street Committee met and looked at the street and the street appears to be in good condition. M. Henicle stated that he would have someone come in and relocate the pins and when they are marked someone will notify the office.

D. Monn made a motion to release the Letter of Credit for Verdier Street, subject to review by J. Evans, T. Lowson seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Visitors – Karen Smith Glen & Reba Miller Subdivision

Reba Miller Same

Council President M. Gossard recognized the above visitors.

Council and the above visitors discussed the Miller subdivision and more specifically where the driveway should be located. The plans call for the driveway to access Lowery Lane but it is felt that the driveway should access Park Street because of safety issues. Discussion on the pros and cons of allowing the driveway to access on to Lowery Lane.

M. Hansen told Council that he could not find anything in the Ordinance to prohibit the access on to Lowery Lane. The Ordinance does say access drives come off of a street. The only concern he has is that Lowery is not a street but it is a lane.

M. Gossard said that J. Evans will look at this information and make a determination on whether or not the driveway can come off of Lowery Lane since it is Lowery Lane and not a street. M. Hansen will send a letter to J. Evans regarding this matter. Will wait for a decision from J. Evans.

K. Smith was concerned that she could not go forward with her work. M. Gossert stated that all of his concerns have been addressed. The Plan has been approved and is ready for you take to the Courthouse to be recorded. The only thing left to do is determine where the driveway will be located.

D. Monn pointed out that he has had G. W. Electric, Inc. look at the electric entrance service and he has determined that this is fine.

K. Smith and R. Miller left the meeting at this time.

Denise Bonura of the Record Herald left the meeting at 7:51 p.m.

ACCEPTANCE OF ZONING OFFICERS REPORT

October 2007 – D. Lee made a motion to accept the Zoning Officer’s Report for October 2007, D. Monn 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: October, 2007

LAND USE PERMITS

<u>Date</u>	<u>Name</u> <u>Project Address</u>	<u>Inspections</u>	<u>Comments</u>
10/16/07	Michael V. Leese 206 Penn Street	10/15/07 2 nd Story Addition	Permit # 07-28

DEMOLITION PERMITS

10/18/2007	Kevin Biesecker 308 Penn Street	10/19/2007 Demolish In-ground Pool	Permit # 6
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Land Use Permits Issued This Month	1	Demolition Permits Issued This Month	1
Land Use Permits Denied This Month	0	Demolition Permits Denied This Month	0
Land Use Permits Issued To Date	28	Demolition Permits Issued To Date	6

13 Beech Street – B. Spicer told Council that there have been two complaints regarding the tree stumps, etc. that are in the easement for the drainage for the pond. There is also a problem with snakes in that area and problems when there is rain.

M. Hansen has been in contact with the property owner. T. Lawson and B. Spicer said that the property owner worked on their own backyard but did not remove the other debris.

M. Hansen told M. Gossert that he and B. Spicer couldn’t find a swale. There isn’t a drainage path that they could see that is being blocked.

M. Hansen will contact the developer tomorrow and tell him this problem needs to be cleared up immediately.

Addresses for Zoning map – M. Hansen reported that he has been working on this. He keyed the information from the MAVFD run lists to develop a street listing for the Borough. This will be completed by the next meeting. This document will be very helpful to the office staff as they have to identify locations and districts for realtors and will be used very frequently.

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

Accredited Services Report – For your information.

APPROVAL OF MINUTES

October 1, 2007 - T. Lawson made a motion to approve the Minutes of October 1, 2007, B. Spicer seconded, any further discussion, any further questions, all in favor Aye, opposed No, motion carried.

Special Meeting October 16, 2007 – T. Lawson made a motion to approve the Minutes of the Special Meeting of October 16, 2007, M. Gossard seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

ACCEPTANCE OF TREASURER’S REPORT

September 30, 2007 - D. Lee made a motion to accept the Treasurer’s Report for September 30, 2007, D. Monn seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

October 31, 2007 – Table until the December meeting.

ADOPT RESOLUTION NO. 452 TRANSFER OF FUNDS OCTOBER 2007 – D. Monn made a motion to adopt Resolution No. 452 Transfer of Funds for October 2007, B. Spicer seconded, any further discussion, any further discussion, all in favor Aye, opposed No, Aye's have it.

FINANCE AND ADMINISTRATION COMMITTEE

Request for funds Mont Alto Ambulance Association – T. Lowson reported that the Mont Alto Ambulance Squad is asking for a larger donation. T. Lowson suggests changing the donation from \$1500.00 per year to \$2000.00 per year.

After looking at the papers provided by the Ambulance Squad it was determined that the Squad is asking the Borough to pay so much per call plus the yearly donation. The Borough pays for a portion of the Ambulance Squad insurance. Guilford Township does not pay anything towards insurance for the Ambulance Squad but Quincy Township pays a portion of the insurance.

Discussion on various aspects of per call vs a yearly donation. T. Lowson pointed out that you cannot budget for paying by per call for ambulance service within the Borough.

D. Lee made a motion to increase the Borough's contribution to the Mont Alto Ambulance Squad from \$1500.00 to \$2000.00 per year, R. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Election for Relief from Charges and Notice of Solvency Fee – P. Kocek explained that the Borough has not paid this in the past. The amount the Borough pays for unemployment does not exceed what the solvency fee would be. Discussion. This fee will not be paid for 2008.

2008 Budget – T. Lowson reported that there is a \$35,610.00 deficit in the 2008 Budget. There isn't money in the Electric Fund to cover the deficit in the Budget as there has been in prior years.

The money in the Electric Fund has been used to pay the costs associated with negotiating a new Electric Contract.

T. Lowson suggested the following to cover the deficit in the 2008 Budget:

1. Transfer money from the Electric Capital Reserve Fund in an amount that P. Strite needs for operating money for the beginning of 2008 or she can transfer the \$35,610.00 into the Electric Fund.

2. Increase the Mill Rate to cover some of the General Fund deficit. One Mill will generate \$8459.00. The Mill Rate has not been increased for several years.

3. A combination of the above.

D. Monn made a motion to approve the 2008 General Fund Budget for advertising, annotating a 1 Mill increase in taxes, D. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

J. Evans will have to advertise the Budget and also prepare and advertise the Ordinance for an increase in the Mill Rate.

T. Lowson reported that the Electric Budget is balanced.

D. Monn made a motion to approve the Electric Budget for advertising, B. Spicer seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Council President thanked P. Strite for doing an outstanding job on the 2008 Budget.

D. Monn expressed his concern about T. Lowson leaving Council after one more year. T.

Lowson stated that P. Strite is getting the hang of doing the Budget and she did most of it this year.

VACANCIES

Mayor Term ends 1-1-08 – Stand election 11-07

Councilperson Fred Herrington, Sr.- Term ends 1-1-08 – Stand election 11-07 – No one has expressed interest in either position.

ATTORNEY'S REPORT

Agreement with MAVFD for screening and buffer zone – This document is in the hands of the Fire Company. J. Evans will provide the information stating what section of the Ordinance he used to define screening. This information will then be passed on to the Fire Company.

Zoning and Subdivision Ordinance – According to the Memo that J. Evans provided for Council this evening, Council is to set a date for the Public Hearing on the Zoning and Subdivision Ordinance.

D. Lee made a motion to authorize J. Evans to advertise a Public Hearing for December 3, 2007 (Zoning and Subdivision Ordinance), D. Monn seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

MAYOR'S REPORT - Vacant

ENGINEER'S REPORT Allen Mills Subdivision - Notes from the Recorded Plan Educational Property Group, Inc. – Covered previously in the meeting.

Karen Smith/Glen & Reba Miller Subdivision (New Plans)

Memo Nassaux-Hemsley, Inc. – Covered previously in the meeting.

Verdier Street – M. Gossert reported that he reviewed the Deed of Dedication and faxed his comments to J. Evans.

D. Monn made a motion to authorize the draft and advertisement of the Resolution accepting Verdier Street, R. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

If J. Evans has this ready it will be taken care of at the December meeting.

M. Hansen left the meeting at 8:38 p.m.

Corner Lots (Zoning and Subdivision Ordinance) – At the October 2007 Special Meeting M. Gossert provided excerpts from the Zoning and Subdivision Ordinances from neighboring communities addressing corner lots. M. Gossert wanted to know what Council wanted to do about corner lots.

M. Gossard stated that this will be addressed at the Public Hearing.

WATER COMMITTEE

Antrim Township Water Operator's Agreement – P. Kocek reported that she has the Agreements to be signed. There aren't any changes to the document other than the new dates have been added.

D. Monn will review and then M. Gossard will sign the documents.

STREET COMMITTEE

University Drive Phase II – M. Gossert explained this Project. A 36" pipe was installed during Phase I and during Phase II additional pipe will be laid but it will be 30" pipe.

Approximate cost: \$244,635.00

Bid between now and January

Specs are 95% complete

T. Lawson said that the Borough will have to obtain financing for this Project. M. Gossert told Council that usually you wait until the bids come in and then go out for financing. T. Lawson said that J. Evans can obtain a copy of a letter that T. Misner uses to contact various banks about financing.

D. Lee made a motion to authorize Nassaux-Hemsley, Inc. to proceed with advertising the Phase II Project when ready, D. Monn seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

PROPERTY & SUPPLY COMMITTEE

Glessner's Alarm and Communications – No information has been received from Glessner's at this time.

ELECTRIC COMMITTEE

Renewal of Borough Electric Contract – T. Lawson reported that this is still in progress. D. Monn, T. Lawson and Steve Hirsch from Downes are working on getting the Contract in place between DTE and the Borough by December.

T. Lowson said the NITSA Agreement has not been finalized. He explained the NITSA and how the Load Zone is determined.

D. Monn reported that the contract with DTE will not have to be negotiated again for five years so this will save money.

D. Monn pointed out that with the increased cost and rules and regulations he is not sure how long a small system like this can survive.

T. Lowson told Council that there was a 5% increase in the PPA in November.

Electric Easement Mills Subdivision – D. Monn reported that the Electric Easement Agreement has been taken care of.

The work will be started on Wednesday of this week to move the electric lines supplying the Mills Subdivision.

R. Slouthour told D. Monn that the electric to that subdivision will be sufficient for any thing that is built there.

Authorize advertisement of Electric Ordinance amending Ordinance 420 – P. Kocek told Council that she was preparing a letter to send to new landlords explaining their responsibilities as landlords in the Borough of Mont Alto and when she tried to find the sections of the Electric Ordinance that stated that the landlords are responsible for any unpaid bills left by their tenants, she could not find it in the current Ordinance. Without this in the Ordinance the Borough does not have any way to make the landlords pay their tenants unpaid invoices.

J. Evans reviewed and agreed that this needed to be added since it was missed in the previous Ordinance. J. Evans prepared the Amendment to Ordinance 420.

D. Monn made a motion authorizing J. Evans to advertise Ordinance 453, amending Ordinance 420, D. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

PERSONNEL COMMITTEE

Borough Manager – This will be discussed in Executive Session.

Employee Handbook – J. Evans noted on his Memo that he will provide comments on the Employee Handbook to the Personnel Committee before the December meeting.

Job Description As needed Secretary – This will be discussed in Executive Session.

Constable – Council discussed the role of a Constable in enforcing Borough Ordinances. D. Monn stated that this is not the role of a Constable.

There was an article in the paper about constables. D. Monn and T. Lowson would like to invite the gentleman that T. Lowson talked to about being a Constable for the Borough and the gentleman that the article was about in the newspaper, to come to a meeting and talk to Council about the role of a Constable. T. Lowson will invite the gentlemen to attend a meeting.

Continued discussion on various items related to constables. T. Lowson told Council that J. Evans has additional information about constables.

SANITATION & SAFETY COMMITTEE -

6 Grist Mill Drive – It was reported that there is garbage collecting at this address, a camper is parked there and someone is staying in the camper.

P. Kocek is to notify J. Evans of this situation and have him write a Notice of Violation to the property owners because they are violating the Court Agreement.

RECREATION COMMITTEE

Recreation Grant – T. Lowson reported that Eric Hall of Nassaux-Hemsley, Inc. is working with DCNR to get the information submitted so approval can be obtained to spend the Grant money.

REPORT ON COG (COUNCIL OF GOVERNMENT) ISSUES - There will be a COG meeting in November.

VISION 2015 – No meeting.

OLD BUSINESS

NIMS Certification – Nothing at this time.

LUCA Program for 2010 Decennial Census – D. Monn and P. Kocek will be working on this Program. P. Kocek will be listed as the point of contact.

NEW BUSINESS

Review/Approve 2008 Meeting Dates – D. Monn made a motion to approve the 2008 Meeting Dates for Mont Alto Borough Council, D. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

REGULAR MEETING DATES

MONDAY	FEB 4, 2008	MONDAY	MARCH 3, 2008
MONDAY	APRIL 7, 2008	MONDAY	MAY 5, 2008
MONDAY	JUNE 2, 2008	MONDAY	JULY 7, 2008
MONDAY	AUGUST 4, 2008	TUESDAY	SEPTEMBER 2, 2008
MONDAY	OCTOBER 6, 2008	MONDAY	NOVEMBER 3, 2008
MONDAY	DECEMBER 1, 2008	MONDAY	JANUARY 5, 2009

SPECIAL MEETING DATES

TUESDAY	JANUARY 15, 2008	TUESDAY	FEBRUARY 19, 2008
TUESDAY	MARCH 18, 2008	TUESDAY	APRIL 15, 2008
TUESDAY	MAY 20, 2008	TUESDAY	JUNE 17, 2008
TUESDAY	JULY 15, 2008	TUESDAY	AUGUST 19, 2008
TUESDAY	SEPTEMBER 16, 2008	TUESDAY	OCTOBER 21, 2008
TUESDAY	NOVEMBER 18, 200	TUESDAY	DECEMBER 16, 2008

MONDAY DECEMBER 29, 2008 (If needed)

Any person with a disability requiring a special accommodation to attend a meeting of the Borough Council of the Borough of Mont Alto should notify the Secretary at (717) 749-5808 as early as possible, but not later than 5 working days prior to the meeting. The Borough Council will make every effort to provide a reasonable accommodation.

Review/Approve 2008 Employee Holidays – D. Monn made a motion to approve the 2008 Employee Holiday List, T. Lawson seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

	<u>HOLIDAY</u>	<u>DATE OBSERVED</u>
MARTIN LUTHER KING DAY	MONDAY, JAN 21	MONDAY, JAN 21
PRESIDENT'S DAY	MONDAY, FEB 18	MONDAY, FEB 18
MEMORIAL DAY	MONDAY, MAY 26	MONDAY, MAY 26
JULY 4	FRIDAY, JULY 4	FRIDAY, JULY 4
LABOR DAY	MONDAY, SEPT 1	MONDAY, SEPT 1
VETERAN'S DAY	TUESDAY, NOV 11	TUESDAY, NOV 11
THANKSGIVING DAY	THURSDAY, NOV 27	THURSDAY, NOV 27
CHRISTMAS EVE (1/2 DAY)	WEDNESDAY, DEC 24	WEDNESDAY, DEC 24
CHRISTMAS DAY	THURSDAY, DEC 25	THURSDAY, DEC 25
NEW YEARS DAY	THURSDAY, JAN 1, 2009	THURSDAY, JAN 1, 2009

Invitation to Surprise Farewell Luncheon – Anyone that would like to attend should make their own reservations.

PSAB Broker of Record – Council reviewed. No action taken.

Request from Historical Society – Use of three chairs – B. Spicer requested the use of four chairs for the Veteran's Day Ceremony. Council approved the use of the chairs.

Penn Dot Incident Management Seminar - D. Monn reported that he attended this meeting. He will take G. Calimer, Jr. along to any future meetings of this type.

D. Monn noted that he learned that during a snow event PA will have snow on the roads and you go to MD and there isn't snow on the road. This is because MD has a bare road policy and PA doesn't.

EXECUTIVE SESSION

Council President M. Gossard called for an Executive Session at 9:18 p.m. to discuss Personnel issues.

Council President M. Gossard called the regular meeting of November 5, 2007 back to order at 10:34 p.m.

Adjournment – D. Lee made a motion to adjourn the Regular Meeting of Mont Alto Borough Council of November 5, 2007 at 10:34 p.m., D. Monn seconded, all in favor Aye, opposed No, motion carried.

Respectfully submitted,

Submitted to Council for their approval on
December 3, 2007.

Patricia A. Kocek
Borough Secretary

Michael Gossard President

Dennis Monn Vice President

Debra Lee President Pro Tem