

MONT ALTO BOROUGH COUNCIL MEETING

CALL TO ORDER – Council President Michael Gossard called the Regular meeting of October 1, 2007 of the Mont Alto Borough Council to order at 6:33 p.m.

ROLL CALL – Thomas Lowson, Beverly Spicer, Debra Lee, Dennis Monn. Michael Gossard and Rick Lee present.

MAYOR – Vacant

BOROUGH STAFF – Maurice Gossert Nassaux-Hemsley, Inc., Jeff Evans Solicitor, Gary Calimer, Jr. Maintenance Supervisor, Mike Hansen Zoning Officer and Patricia A. Kocek Borough Secretary

INVOCATION – P. Kocek

PLEDGE OF ALLEGIANCE

VISITORS – Ronald Martin Realtor

Ronald Swope Penn State Mont Alto

Andrea Christopher Penn State Mont Alto

Council President M. Gossard recognized the above visitors. R. Martin explained that he is here this evening on behalf of Allen Mills and the Educational Property Group, Inc. The Educational Property Group, Inc. develops property for student housing. R. Martin then turned the floor over to R. Swope and A. Christopher to explain the need for additional housing for Penn State Mont Alto. R. Swope and A. Christopher elaborated on the need for more housing for Penn State Mont Alto. Penn State Mont Alto is very interested in outside development for student housing.

R. Martin passed out pictures of housing units that are being built on other campuses. He explained that Educational Property Group, Inc. builds only student housing.

R. Martin knows the proposed Zoning Ordinance states 3 unrelated persons in a housing unit, but for the purpose of building these units, they would like to see the Ordinance state 4 unrelated persons per unit. He told the members of Council that he is here this evening to let them know what is being looked at and to solicit their help.

There would an onsite resident/manager and each student would have their own bedroom and bathroom but would share a common living room and kitchen.

R. Martin told Council that Educational Property Group, Inc. is proposing to buy the whole subdivision and develop it into student housing.

Continuing discussion on the demographics of the students at PSU Mont Alto and the need for additional housing. R. Martin said that the resident/manager would not be a student.

M. Gossert feels that the Allen Mill subdivision was approved as R-125 Single Family dwellings. The proposed units would probably hold between 150-180 students. Discussion on whether or not these units can be built in the Allen Mills subdivision as it was approved.

R. Martin said he just wanted to present the information this evening and will not take up any more of Council's time.

R. Swope, A. Christopher and R. Martin left the meeting.

Short discussion about the proposed dwelling units. J. Evans said that if they meet all of the requirements they can build on that property. J. Evans will be going to Courthouse tomorrow and he will make a copy of the Note on the recorded Plan for the Mills Subdivision to see if there are restrictions.

Short discussion on the infrastructure for the Mills Development and whether or not it can handle the proposed dwellings.

Council President M. Gossard recognized the following visitors:

Richard St. Clair and James Kauffman – R. St. Clair and J. Kauffman are attending the meeting this evening in reference to the fence that R. St. Clair wants to build on his property which is a corner lot. The Zoning Hearing Board has denied his request for a Variance. R. St. Clair is still fighting this issue. He is here this evening to inquire why his request to Council to have the Zoning Ordinance changed was denied prior to a Public Hearing being held to approve the new Zoning Ordinance.

J. Evans told R. St. Clair that Council decided that they were not going to change the Zoning Ordinance at that time.

A very lengthy discussion followed on all aspects of building on a corner lot and the setbacks required. M. Gossert and J. Evans stated that the setbacks and the wording of the Ordinance are consistent with all other ordinances addressing this issue. M. Gossard would like to see the sight triangle incorporated into the setbacks for corner lots and would like Council to consider this. The process for the Public Hearing to hear public comment about the Zoning and Subdivision Ordinance was explained to R. St. Clair. At the time of the Public Hearing he can present his comments and reasons for wanting the Zoning Ordinance changed and Council will take them under consideration.

J. Evans will check the status of the Zoning Ordinance. Once it is received from the Planning Commission J. Evans will schedule the Public Hearing.

M. Hansen Zoning Officer informed Council that there are two other residents on corner lots that want to make changes. He will not issue a Land Use Permit because the Zoning Ordinance prohibits them making the changes because of the setbacks.

R. St. Clair and J. Kauffman left the meeting at 7:07 p.m.

Council President M. Gossard recognized Denise Bonura from the Record Herald.

ACCEPTANCE OF ZONING OFFICERS REPORT

September 2007 – T. Lawson made a motion to accept the Zoning Officer’s Report for September 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: September, 2007

LAND USE PERMITS

<u>Date</u>	<u>Name</u> <u>Project Address</u>	<u>Inspections</u>	<u>Comments</u>
9/8/07	Jim and Tam Recard 310 S. Main Street	9/8/07	Permit # 07-25 Deck Addition
9/11/07	Richard McCrea 7 Aspen Drive	9/11/07	Permit # 07-26 Install 26’ X 58’ Modular Home
9/24/07	Carol Freeman 106 Penn Street	9/15/07	Permit # 07-27 Install Siding on Existing Structure

DEMOLITION PERMITS - NONE

Land Use Permits Issued This Month	3	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	27	Demolition Permits Issued To Date	5

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

Accredited Services Report – For your information.

APPROVAL OF MINUTES

September 4, 2007 - T. Lowson made a motion to approve the Minutes of September 4, 2007, D. Lee seconded, any further discussion, any further questions, all in favor Aye, opposed No, motion carried.

ACCEPTANCE OF TREASURER'S REPORT

August 31, 2007

D. Monn made a motion to accept the Treasurer's Report for August 31, 2007, B. Spicer seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

September 30, 2007 – Table until the November meeting.

ADOPT RESOLUTION NO. 451 TRANSFER OF FUNDS SEPTEMBER 2007 – D. Lee made a motion to adopt Resolution No. 451 Transfer of Funds for September 2007, D. Monn seconded, any further discussion, any further discussion, all in favor Aye, opposed No, Aye's have it.

FINANCE AND ADMINISTRATION COMMITTEE

Home Nursing Agency Re: Request for annual donation – D. Monn made a motion to include the Home Nursing Agency donation in the 2008 Budget, D. Lee seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Letter from David Wertime Re: Increase in rates – T. Lowson said this will be reviewed at budget time.

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.

Council President M. Gossard asked Denise Bonura to put something in the Record Herald regarding the vacant seats on Borough Council.

ATTORNEY'S REPORT

Agreement with MAVFD for screening and buffer zone - J. Evans has dropped off the Agreement and once this is signed the document will be recorded.

Zoning and Subdivision Ordinance – J. Evans told Council that he will check on the status of the Zoning and Subdivision Ordinance when he goes to the Courthouse tomorrow.

MAYOR'S REPORT - Vacant

ENGINEER'S REPORT

Allen Mills Subdivision "As Built Drawings" – **Memo from R. Lee Royer & Associates** – M. Gossert received the updated "As Builts" and they appear to be fine. They are ready to be accepted.

The Letter of Credit for the Allen Mills subdivision has been decreased, but the information has not been received from F & M Trust at this time.

A discussion followed on the various aspects of the Educational Properties Group, Inc. and the possible purchase of the Mills subdivision and building student housing, including meeting all of the requirements, utilities, changing from 3 to 4 students occupancy, storm water management and the Education Group, Inc. and how they handle the property once the units are built and policing of the property.

Electric Easement to the Mills Subdivision – D. Monn reported that this is being worked on and that the lines will now be run underground to reach the Mills subdivision.

Karen Smith/Glen & Reba Miller Subdivision Preliminary and Final Plan – M. Gossert just received the subdivision and has only briefly reviewed the plans.

Council President M. Gossard said that at the August meeting K. Smith came in and asked to store the mobile home at 207 Park Street until such time a site could be prepared, we actually were told they had no intention of setting a mobile home there.

Discussion on whether or not Council knew the subdivision was being considered at the time Council granted permission to store the mobile home at 207 Park Street.

P. Kocek left the meeting and pulled the section of the Minutes for August 6, 2007 that referred to this topic.

M. Gossard reviewed the excerpt and reported that the Minutes of August 6, 2007 state:

“K. Smith is in the process of subdividing the lot at that address in order to permanently install the mobile home at 207 Park Street. There is already an electric, water and sewer hookup for a mobile home at that address because in years past a mobile home was located on that lot.”

The plan shows the driveway going out onto Lowery Lane. Discussion about using Lowery Lane as a driveway. J. Evans said this may cause a problem.

M. Gossard will review the subdivision and present his findings at the midmonth meeting in October.

J. Evans told Council that as long as they meet the requirements of the Subdivision Ordinance and specifically the Zoning Ordinance you don't have any choice but to grant a request like this.

WATER COMMITTEE

Antrim Township Water Operator's Agreement – Discussion. D. Monn will notify Antrim Township that Borough Council wants to continue this Agreement.

STREET COMMITTEE

Letter from Penn Dot Re: Consulting engineering firms – M. Gossert reported that this information does not pertain to Mont Alto Borough Council.

PROPERTY & SUPPLY COMMITTEE

Plans to improve inner office – Council President M. Gossard said this issue will have to be considered during the budget process.

Glessner Alarm and Communications – Glessner's provided written information about the systems they have available. Glessner has offered to come in and do a survey of the Borough's buildings.

After discussion, P. Kocek was instructed to call Glessner and have them come in and do the survey.

Short discussion about the alarm system at the Mont Alto Recreation Area.

Concrete for garage floor – T. Lawson told Council that G. Calimer, Jr. said he can put the floor in the garage. It will be done in at least two sections and the concrete will cost approximately \$1100.00. G. Calimer, Jr. will have to rent a floating trowel.

D. Monn made a motion to proceed with pouring the concrete floor in the garage at a cost of approximately \$1500.00, B. Spicer seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

M. Hansen left the meeting at 7:37 p.m.

ELECTRIC COMMITTEE

Renewal of Borough Electric Contract – T. Lawson has been providing emails to the members of Council to keep them updated on the progress that is being made in renewing the Borough's contract.

T. Lawson will meet with D. Monn and J. Evans after the meeting this evening in order to schedule a conference call between the three of them, Steve Hirsch and Gary Newell to discuss the NITSA.

Easement Agreement Michael and Dustin Bumbaugh – This document is ready for filing.

PERSONNEL COMMITTEE

Borough Manager – Council President M. Gossard told Council that he has been in contact with Quincy Township and they would like the Borough to list their desires and requirements for what the Borough is looking for in a Borough Manager. The Borough is to forward this information to Quincy Township and they will compare it to what they are looking for and then will go on from there. Quincy Township is definitely interested in pursuing this option. This is something that looks like a good kickoff for fiscal year 2008.

Council President M. Gossard instructed the members of Council to list their desires, ideas, duties etc. for a Borough Manager and bring these along to the midmonth meeting in October.
Employee Handbook – J. Evans has not reviewed his copy of the Handbook at this time. Table until such time J. Evans reviews the Handbook.

Job Description As needed Secretary – B. Spicer said she provided this information at a previous meeting.

T. Lawson said that this job has evolved into more than a "part time as needed" position and the pay is not commiserate with the duties. T. Lawson said this needs to be looked at before we get too far into the Budget.

Job Descriptions – B. Spicer told Council that she has the Job Descriptions for P. Kocek and P. Strite ready but will wait to present them until after a decision is made about the "As needed Secretary."

SANITATION & SAFETY COMMITTEE - T. Lawson reminded Council President M. Gossard that there isn't anyone on the S & S Committee and that he needs to make committee assignments. M. Gossard told P. Kocek he will provide this information by the end of the week.

RECREATION COMMITTEE

Veteran's Day Ceremony - The Historical Society is planning a Veteran's Day Ceremony for November 10, 2007 at the Mont Alto Recreational Area in conjunction with the historical display at Borough Hall. The Ceremony will begin at 10:00 a.m. and at the conclusion of the ceremony Borough Hall will be open for the pictorial display of the Veteran's from the Mont Alto area dating back to the Civil War, pictures of Mont Alto and lots of memorabilia. The display will remain open until 3:00 p.m.

B. Spicer told Council that Todd Rock and William Higgs will be speaking at the ceremony. D. Monn arranged for Mr. Higgs to speak at the ceremony.

Visit by the Secretary of DCNR – Phil Tarquino informed the Borough of this visit today. The Secretary will be holding a Press Event at Pine Hill Recreation Area in Washington Township. Phil Tarquino asked that the Borough be represented at the Press Event. The Secretary of DCNR will stop at the Mont Alto Recreation after the proceedings at Pine Hill.

T. Lawson and Nassaux-Hemsley, Inc. have received more paper work that needs to be filled out for the Recreation Grant. T. Lawson and M. Gossert will meet to fill out the paperwork.

T. Lawson said the Recreation Area will have to be in good shape for the visit by the Secretary of the DCNR and the restrooms are to be open during the visit.

T. Lawson and D. Monn will attend the Press Event. Please let them know if anyone else wants to attend.

REPORT ON COG (COUNCIL OF GOVERNMENT) ISSUES - No report.

VISION 2015 – D. Monn said the members of Vision 2015 broke down into the various committees within Vision 2015 and discussed the surveys that Washington Township and Waynesboro sent out. D. Monn is on the Transportation Committee and they discussed the survey in reference to transportation concerns.

OLD BUSINESS

NIMS Certification – D. Monn has not had an opportunity to work on this project.

LUCA Program for 2010 Decennial Census – D. Monn has not had an opportunity to work on this project.

NEW BUSINESS

PSAB Research Department Alert Local Service Tax – This does not apply to the Borough of Mont Alto.

Franklin County Emergency Service Alliance – D. Monn reported that their meeting will be held on Saturday October 6, 2007. Council members were provided with an email outlining a trip to Washington D.C. by representatives of this group that they went on in order to try to obtain funding for the radio system.

DCNR Memo Re: 2007 State Forest Management Plan – This does not apply to the Borough.

H.A. Thomson Risk Management Newsletter – For your information.

Conococheague Audubon Meeting December 10, 2007 – For your information.

Invitation from Girl Scouts in the heart of PA – For your information.

Historical Society

Ham Sandwich Sale – B. Spicer requested the use of the front room of Borough Hall by the Historical Society to make ham sandwiches on Thursday October 18, 2007. Consent was given for this project.

Tree Lighting Ceremony – B. Spicer reported that this event is set for December 7, 2007. Time of the event to be reported at a later date.

T. Lawson pointed out that a tree has already been promised for this year by Anne Smith on Greenwood Avenue. There has also been other offers of trees. Compile a list to of the trees that are available for use in the future.

B. Spicer told Council that all of the pictures that will be on display for the Veteran's Day **Display Case** - B. Spicer said Council previously approved allowing the Historical Society to put a display case in the front room. She just wanted to make sure this can still be done because they can obtain a nice wooden display case in December. No problem since this has already been approved.

Penn Dot Incident Management Task Force – Council reviewed this document and no action taken.

Constable – T. Lawson previously presented written information to the members of Council concerning using a Constable as a means of enforcing the Borough Ordinances.

T. Lawson and the members discussed various aspects of using a Constable in the Borough of Mont Alto.

No decision made at this time. Council President M. Gossard instructed the Council members to review the information and then it will be discussed in depth at the midmonth meeting.

Budget – T. Lawson had P. Strite provide blank budget forms to the members of Council.

Council will work on the Budget at the midmonth meeting and fill in the projected figures for the 2008 Budget that P. Strite will have ready by that time.

T. Lawson asked that the various committees provide their figures at the midmonth meeting for inclusion in the 2008 Budget.

Phase II University Drive will be included in the 2008 Budget under Streets. This Project will require a loan and the payments will have to be budgeted.

EXECUTIVE SESSION

Council President M. Gossard called for an Executive Session at 8:11 p.m. to discuss Personnel issues.

Council President M. Gossard called the regular meeting of October 1, 2007 back to order at 9:42 p.m.

Adjournment – D. Lee made a motion to adjourn the Regular Meeting of Mont Alto Borough Council of October 1, 2007 at 9:42 p.m., B. Spicer seconded, all in favor Aye, opposed No, motion carried.

Respectfully submitted,

Submitted to Council for their approval on
November 5, 2007.

Patricia A. Kocek
Borough Secretary

Michael Gossard President

Dennis Monn Vice President

Debra Lee President Pro Tem