

MONT ALTO BOROUGH COUNCIL MEETING

CALL TO ORDER – Council President Michael Gossard called the Special meeting of February 20, 2007 of the Mont Alto Borough Council to order at 6:00 p.m.

ROLL CALL – Dennis Monn, Thomas Lawson, Michael Gossard, Beverly Spicer and Fred Herrington, Sr. present. Ginger Weaver and Michael Kauffman absent.

MAYOR – Mayor Steven Knepper present.

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

INVOCATION – P. Kocek

PLEDGE OF ALLEGIANCE

VISITORS

Allen Mills Re: Mills Subdivision

Nathan Phillips William Brindle Associates Re: MAVFD Land Development Plans
Re: Hoover/Knepper Subdivision

MINUTES January 2, 2007

Approve correction to Page 9 Paragraph 6 – There wasn't a second to the motion made in Paragraph 6. P. Kocek researched and found that M. Kauffman seconded the motion. J. Evans stated that no action needs to be taken since the Minutes were approved with corrections.

COUNCIL SITTING AS PLANNING COMMISSION

Allen Mills Final Plans – M. Gossert said the only outstanding item for this subdivision is the bonding or security. M. Gossert stated that the amount needed is \$220,000.00. The On Lot Dry Wells will not have to be bonded or secured because the Borough will be using a different method to make sure they are installed.

A copy of the Irrevocable Letter of Credit in the amount of \$220,200.00 was on the table for Council to review. As far as engineering, M. Gossert recommends approving the Mills Subdivision. J. Evans recommends approval of the plans.

T. Lawson made a motion to approve the Final Plans for the Allen Mills Subdivision, D. Monn seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Allen Mills asked if he could use metal poles to mount the street lights instead of wooden poles. Discussion. A. Mills is to provide Shop Drawings to R. Slothour and Council. D. Monn told A. Mills to have G. W. Electric discuss this with R. Slothour.

MAVFD Final Plans

Screening – The Borough approved the Preliminary Plans and then the Plans went to Quincy Township due to the fact that part of the development is in Quincy Township. Quincy Township required some changes to the storm water design which the MAVFD complied with. The design is better than the Borough required.

The only thing not shown on the Plans is the buffer zone and screening. M. Gossert said that the plans have already been through the whole process and have been signed and sealed. The question is whether there could be a side agreement between the Fire Department and the Borough indicating that they would comply with the Zoning Ordinance relative to the screening.

M. Gossert reviewed the Agreement and sent a copy to J. Evans.

Discussion on some sort of security to make sure the proposed storm water facilities are constructed. This would be in the amount of \$83,600.00

Short discussion on the side agreement for screening.

D. Monn made a motion to give final approval to the MAVFD Land Development Plans subject to the finalization of the Agreement for screening and MAVFD providing the Letter of Credit for storm water facilities, T. Lowson seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Darrel Knepper/Max Hoover Subdivision Preliminary & Final Plans

Request for Planning Waiver & Non-Building Declaration - The Plans were sent to the County today. Discussion on the plans and the buildings shown on the plans. All buildings need to be shown on the Preliminary Plans. P. Kocek to provide a copy of the plans to M. Hansen for his review and comments. M. Hansen to provide comments to Council.

WATER/PERSONNEL COMMITTEE

Antrim Township Agreement – J. Evans has not heard from J. Lisko. J. Evans and T. Misner agree on the interpretation of Paragraph 11.

David Monn, T. Lowson and Dennis Monn feel that the Agreement should be signed as is because the entities are going to provide for a backup operator. If there is a backup operator then Paragraph 11 is moot.

After the Agreement is signed and everything is in place we are going to send a letter to Antrim Township and tell them what we have done and that we were not secure with the addition of Paragraph 11. The next time the Agreement comes up for negotiation there will be a bargaining point.

D. Monn made a motion to approve the Antrim Township Agreement, F. Herrington, Sr. seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Willis Hess Part Time “as needed” back up operator

T. Lowson stated that David Monn, Dennis Monn and he met with Willis Hess and interviewed him as a possible backup operator for the water and sewer plants.

Following is the proposal being presented in order to utilize W. Hess as back operator for water and sewer:

Hire as Part Time “as needed” employee (With specific duties applied to water and sewer plant operations)

Will become knowledgeable in both operations, to the point that he can operate both if needed

Will pay him a retainer of \$50.00 for each license, per month

In addition when on duty (for which he will clock in and out) he will be paid at the hourly rate being paid for the current sewer plant operator

Short discussion about using a backup operator for the Sewer Plant. J. Bakner and W. Hess have worked together previously. .

D. Monn told Council that they told W. Hess that he would be provided with training on the water system the Borough is using. D. Monn suggests having Gavin McCullough from Foxcroft come in and do the training. He would also be trained to run the Sewer Plant.

This proposal will also help W. Hess. He has to have his license hanging somewhere in order to keep it current.

F. Herrington, Sr. made a motion to hire Willis Hess as Part Time “as needed” Sewer and Water backup Plant Operator, B. Spicer seconded, any further discussion, any further discussion,

F. Herrington, Sr. and Beverly Spicer amended their motion to include the following:
W. Hess will be paid a \$50.00 retainer fee for each license per month and in addition he will be paid, when he is on duty, at the hourly rate being paid the current Sewer Plant Operator,

Any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

OLD BUSINESS

Mont Alto Borough Letterhead – D. Monn presented Sample #4.



BOROUGH OF MONT ALTO

EST. 1911

3 North Main Street - P. O. BOX 427

MONT ALTO, PA 17237

Phone (717) 749-5808 - Fax (717) 749-7938

E-mail: mab@comcast.com

Web Site: montaltoborough.com

D. Monn made a motion to adopt the above letterhead as the official Mont Alto Borough Letterhead, B. Spicer seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Approve MAVFD Activities for 2007 – The original information provided to Council had incorrect dates on the information. The corrected information is being provided this evening.

D. Monn made a motion to approve the MAVFD activities for 2007, F. Herrington, Sr. seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

NEW BUSINESS

Cemetery Association Proposal – D. Monn explained to Council that the Mont Alto Cemetery Association is in the process of reorganizing. After making various inquiries it has been determined that the organization has not been operated properly and was never actually an organization with by-laws, etc.

The few people interested in continuing (upgrading) the organization cannot find enough people to make it a going organization. At the Cemetery Meeting, the members directed D. Monn to come to Council and find out the feelings of Council on the Borough taking over the operation of the Mont Alto Cemetery. D. Monn listed some items for discussion:

1. The cemetery is in Quincy Township
2. Cost of mowing
3. Someone at the Cemetery Meeting said that the Borough has to provide a place to bury its dead

T. Lawson stated that the Borough does give a yearly donation to the Cemetery Association because there are war veterans buried there.

The cemetery is not in the Borough so the Council can not do anything.

PERSONNEL COMMITTEE

Hiring a maintenance worker – D. Monn asked if anything is being done about hiring someone.

M. Gossard told Council that G. Weaver conducted the last interview on Sunday with the fourth person from the list. The person interviewed has also talked to G. Calimer, Jr.

G. Calimer, Jr. needs to meet with myself, G. Weaver and the new member of the Personnel Committee and explain what his concerns and likes or dislikes were and how all four candidates stack up.

T. Lawson feels that having G. Calimer, Jr. as part of the interviewing process is a plus.

COMMITTEES

M. Gossard has placed Beverly Spicer on the Personnel and Recreation Committees.

B. Spicer can't understand why it has taken so long to hire someone. M. Gossard said that during this time the "as needed" list should have been utilized.

Discussion on the "as needed" policy. P. Kocek will be running this advertisement quarterly.

Part-time "as needed" – M. Gossard will provide a written policy explaining Part-time "as needed" to be handed out to people applying for these positions.

Discussion on hiring procedures. D. Monn said that it is not proper procedure or good business to do interviews on Sunday. B. Spicer stated that there should be interview guidelines.
Discussion on when the new maintenance person will be hired.

RECREATION COMMITTEE

YMCA Summer Program – B. Spicer will call the YMCA to check to make sure that Mont Alto is included in the plans for the year 2007 Summer Program.

FINANCE AND ADMINISTRATION COMMITTEE

T. Lawson said that he attended an Exit Briefing today for the Borough Audit. The Auditors made comments on minor things that need to be changed. These changes will be implemented.

The exit briefing for the Municipal Authority will be held in a week or so. T. Lowson reported that the Borough will be doing a number of things in support of the Municipal Authority because there are a lot of tracking procedures missing. There are pieces of the MAMA contract tracking but not the whole projects. David Monn is satisfied with what is going to happen in this area.

PERSONNEL COMMITTEE

New Leave Slips & Overtime Request Slips – M. Gossard told Council that the new slips are now in use. If Council would like to review the form they are to stop at the Borough office.

Willis Hess – W. Hess will not be hired until after the hiring has been approved by the Mont Alto Municipal Authority. The MAMA may be holding a Special Meeting to change from the Accrual Basis of accounting to Cash Basis. If they hold this meeting hiring W. Hess can be on the Agenda also.

Adjournment – F. Herrington, Sr. made a motion to adjourn the Special Meeting of Mont Alto Borough Council of February 20, 2007 at 7:03 p.m., D. Monn seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Submitted to Council for their approval on
March 5, 2007
Patricia A. Kocek
Borough Secretary