

MONT ALTO BOROUGH COUNCIL MEETING

CALL TO ORDER – Council President Michael Gossard called the Regular meeting of March 5, 2007 of the Mont Alto Borough Council to order at 6:06 p.m.

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

MAYOR – Mayor Steven Knepper present

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

INVOCATION – P. Kocek

PLEDGE OF ALLEGIANCE

VISITORS - None

ACCEPTANCE OF ZONING OFFICERS REPORT

February 2007 – D. Monn made a motion to accept the Zoning Officer's Report for February 2007, M. Kaufman seconded, all in favor Aye, opposed No, motion carried.

ZONING OFFICERS REPORT TO THE BOROUGH COUNCIL

**Michael Hansen
for Accredited Services, Inc.
Zoning Officer**

Report Period: February, 2007

<u>Date</u>	<u>Name Project Address</u>	<u>Inspections</u>	<u>Comments</u>
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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	1

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

Accredited Services Report – For your information.

APPROVAL OF MINUTES

February 5, 2007

D. Monn made a motion to approve the Minutes of February 5, 2007, T. Lowson seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Special Meeting February 20, 2007

D. Monn made a motion to approve the Minutes of the Special Meeting of February 20, 2007, T. Lawson seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried

ACCEPTANCE OF TREASURER'S REPORT

January 31, 2007

T. Lawson made a motion to accept the Treasurer's Report for January 31, 2007, D. Monn . seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

February 28, 2007 – Council will look at February's report next moth.

ADOPT RESOLUTION NO. 441 TRANSFER OF FUNDS JANUARY 2007 - D. Monn made a motion to adopt Resolution No. 441 Transfer of Funds for January 2007, M. Kauffman seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

T. Lawson explained the new reporting format for the Transfer of Funds. The only items that will be shown on the report are the transfers from the collections fund.

ADOPT RESOLUTION NO. 442 TRANSFER OF FUNDS FEBRUARY 2007 – M. Kauffman made a motion to adopt Resolution No. 442 Transfer of Funds for February 2007, B. Spicer seconded, any further discussion, any further discussion, all in favor Aye, opposed no, motion carried.

FINANCE AND ADMINISTRATION COMMITTEE

Borough Web Site – G. Weaver was not in attendance to report on this matter. Discussion. D. Monn suggested that Gloria Socks would be a good person to administer the website.

P. Kocek to call PSAB and find out the status of the Borough website and obtain a point of contact. P. Kocek to provide this information to M. Gossard and he will look further into the matter.

Sweeps – T. Lawson reported that a representative from F & M Trust came in and reviewed the Borough accounts. All of the accounts that could be were converted to Sweeps.

There is a CD coming up for renewal this month. P. Strite is to call and find out if it would be advisable to change the CD to a Sweeps Account.

Nextel – T. Lawson read a letter from Nextel offering a savings on the Nextel phones. In order to realize the savings the contract for the phones would have to be renewed.

Get a \$10 access credit per phone selected for 5 months – Extend contract(s) for (1) one year

Get a \$100 one-time credit per phone selected – Extend contract(s) for two years

Discussion on the performance of the Nextel phones and the more rugged phones that are available. M. Gossard recommends asking Nextel to upgrade and extend the contracts for two years.

D. Monn made a motion to upgrade the phones and add a two year extension, M. Kauffman seconded, any further discussion, any further discussion,

M. Gossard will go online and get the exact description of the phones he is looking for. P. Kocek will order after M. Gossard provides the information on the type of phones the Borough

wants to use.

All in favor Aye, opposed No, motion carried.

VACANCIES – Nothing.

ATTORNEY’S REPORT

Public Gathering/Festival Ordinance – As requested J. Evans to provided M. Gossard with a copy of the Draft Ordinance.

Junior Council Member – The Junior Council Ordinance was unfortunately not advertised for adoption this evening. This will be advertised for the April meeting.

Amendment to Pavilion Rental Rules – J. Evans does not have this completed.

Cumberland Valley Uniform Rental Contract – Remove from Agenda until further notice.

Agreement with MAVFD for screening and buffer zone - J. Evans told Council that he drafted an Agreement. This will be recorded after the Final Land Development Plan is recorded.

The Agreement to provide the buffer zone or screening, per the Ordinance can be put on record at the Court House after it is noted on the recorded plan. Everyone will sign it and then it will be recorded.

J. Evans reviewed the contents of the Agreement with the members of Council. M. Gossert will review, it will be finalized and signed.

Letter of Credit Storm Water Facilities MAVFD – The Borough is requesting \$83,600.00 security for the portion of the storm water facilities in the Borough.

MAYOR’S REPORT

Citation Books – M. Gossard has spoken to G. Weaver. G. Weaver was going to send P. Kocek a copy of the draft Citation Book with the changes. It has not been received as of this date.

Photo ID

New employees/Council members – S. Knepper stated that this has been approved since November and nothing has been done.

ENGINEER’S REPORT

Zoning and Subdivision Ordinance Update – M. Gossert reported that Nassaux-Hemsley, Inc. is ready to go forward on this. All comments and changes have been incorporated. M. Gossard instructed M. Gossert to print copies of the final draft and provide to Council for review.

Hoover/Knepper Subdivision – M. Gossert reviewed the information prior to the meeting and provided a memo (Copy on file) for Council to review. This is an addition to an existing lot. Max Hoover, Jr. owns the property to be added to the Knepper property. Council reviewed the plans. After a lengthy discussion and review M. Gossert recommended that Council wait to take any action until after the Plan is reviewed by the Zoning Officer. The comments in M. Gossert’s memo will have to be addressed before approval also.

WATER COMMITTEE

Water Leak Aspen Drive - D. Monn reported on the water leak on Saturday morning. He is collecting the information for the Incident Report. D. Monn is concerned about citizens not reporting running water when they see it.

When D. Monn gets all of the information together he will call a meeting to discuss procedure for this type of incident.

D. Monn said there are major problems when this happens because of the DEP regulations. Discussion on the notification process.

D. Monn told Council that Reverse 911 will be used in the future for notifications of this type.

STREET COMMITTEE

University Drive Project – T. Lawson reported that Egolf is going to come in and sign the Easement Agreement for the right of way. After this is completed M. Gossert will be in a position to bid Phase I of the University Drive Project.

T. Lawson will be checking with Penn Dot on whether or not the Borough can finance the rest of the project in house or if the Borough has to borrow the money. He will check with the Bank to see what type of interest rate the Borough can get. Discuss on Phase II and financing for that Project.

M. Gossert will put the bids out on March 21, 2007 and then open the Bids at the second meeting in April or at the latest at the May meeting.

D. Monn made a motion to authorize M. Gossert to advertise for bids for Phase I, B. Spicer seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

PROPERTY & SUPPLY COMMITTEE

Equipment Shed Borough Garage – T. Lawson feels the Borough should hold off doing anything about the building until more tax money comes in. The building is planned for in the Budget but the money isn't available this early in the year. T. Lawson feels it can be discussed at the April meeting with more clarity.

Discussion on having to bid the project Vs obtaining quotes. The project is over \$10,000.00 so J. Evans told Council that the project will have to be advertised for bids. T. Lawson will spec out the project and get the information to J. Evans for advertisement. J. Evans reminded Council that quotes can be used for projects costing from \$4000-\$10,000 and anything over \$10,000.00 has to be bid.

Generator at Water Plant – The generator belongs to the Borough. Discussion on what to do with the generator when the new one is installed. The storage tank does not have a generator. The generator at the water plant could be moved to the storage tank. Will discuss this matter at the Mont Alto Municipal Authority meeting.

ELECTRIC COMMITTEE

Renewal of Borough Electric Contract – At this time there isn't anything new to report.

George Owens from Downes Associates visited T. Lawson last week. Downes Associates are working on finding out who is interested in bidding on the Mont Alto contract.

Allegheny Power/Twin Kiss Line – T. Lawson is looking into why the line was switched. The switch has caused the Borough to be without electric on one or two occasions. T. Lawson has spoken with Matt Snavelly of Allegheny. M. Snavelly will get back to T. Lawson

Allen Mills Subdivision Street light poles – D. Monn discussed this with R. Wolfe and the use of the metal poles has been approved.

NYPA – Items of interest - T. Lawson told Council that NYPA may have an increase in rates. This would affect how much the Borough would pay.

PERSONNEL COMMITTEE

Employee Health Insurance – M. Gossard explained to Council that the employees had questions after they met with the representative from Blue Cross. Sue Ellen Campbell came back and met with the employees and M. Gossard and clarified and answered the questions about the PPO 500/100 with Rx Option 7. The new plan will go into affect on March 15, 2007. The cost of the plan is slightly lower than the previous plan.

Borough Manager – M. Gossard has not had the opportunity to a meet with Quincy Township to discuss this matter.

Borough Secretary – Overtime Rate for 2007 – P. Kocek stated there was a typographical error when her overtime rate for 2007 was approved in the Minutes of January 2, 2007. The rate was approved at \$21.11 and should have been \$21.01.

D. Monn made a motion to adjust P. Kocek's overtime rate from \$21.11 to \$21.01, T. Lawson seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

P. Strite will adjust P. Kocek's pay check in the near future to remove the excess overtime paid in January and February.

PMRS – Increase in employer contributions – The information about this was provided at the February meeting. The Personnel Committee will look into this matter.

SANITATION & SAFETY COMMITTEE - Nothing.

RECREATION COMMITTEE

YMCA Summer Program – B. Spicer reported that she talked to Matt Rhyme at the YMCA. There will be a YMCA Summer Program in Mont Alto this year. It will start June 11, 2007. The sign up date has not been set, but Mont Alto will be included on the brochures that go out to the schools.

T. Lawson said that the Borough provides a room for their equipment. If the YMCA needs anything additional from the Borough they will have let B. Spicer know.

Soffit – B. Spicer reported that there is a 1 ½' piece of soffit lose on the pavilion. Short discussion on the duties of the Recreation Committee. P. Kocek to provide a copy of the Committee duties and the forms for inspecting the Recreation area to B. Spicer.

Pavers for Veteran's Memorial – M. Kauffman contacted four companies that provide the pavers and the engraving service for the pavers.

M. Kauffman passed around a sample paver engraved with Sgt. Edward Shaffer's name.

The pavers cost \$12.00 per brick which includes two lines of engraving. It would cost \$2.00 for each extra line of engraving. There is no specific amount of bricks that have to be ordered. It usually takes 45 days after the order is placed for the shipment to be received. The company did not provide shipping rates, other than that on an order of 500 or more pavers the shipping is free.

T. Lowson thinks it would be appropriate for the Borough to purchase a special paver for any soldier killed in action.

Discussion on how the program could be administered. B. Spicer to check with the Historical Society to see if they would want to take on this project.

Discussion about buying pavers for people other than those associated with the military. Consensus is that the Veteran's Memorial area is for veterans only.

Benches or other items in the Recreation could be purchased in honor of or in memory of non-military people

M. Kauffman will put together a program and have it ready for the April meeting.

D. Monn suggested that M. Kauffman contact the MAVFD. The MAVFD received monetary donations in memory of Sgt. Shaffer. D. Monn suggested to the MAVFD that it may be a possibility that the two entities could work together.

Dedication Sign for ball field – M. Kauffman reported that this project is coming along nicely.

REPORT ON COG (COUNCIL OF GOVERNMENT) ISSUES - D. Monn and T. Lowson spoke with Todd Rock. They discussed the Center Square Project. T. Rock is interested in learning about this project. All of the information on the square has been copied and T. Lowson will provide this information to T. Rock. After T. Rock reviews this he will then meet with representatives from Mont Alto Borough.

VISION 2015 – No meeting.

OLD BUSINESS – Nothing

NEW BUSINESS

Historical Society – B. Spicer, on behalf of the Historical Society, made the following requests:

1. Request to hang, in Borough Hall) a framed 8" x 10" photo of the 2006 Tree Lighting Ceremony (picture donated by S. Miller) with a plate showing the date – Request granted
2. Request to display historical photos in Borough Hall. This would be held on a weekend later in the year. D. Monn suggested that B. Spicer contact Charles Baker of the MAVFD prior to this event. They may have some pictures available. Request granted
3. Request to display artifacts of Mont Alto in a small display case. The display will be changed quarterly. Request granted to install a small display case and permission to display artifacts.

There are two locked cabinets upstairs that the Historical Society can use once they are cleared out.

D. Monn reported that S. Miller did take the picture of the Borough Hall that is to be hung in the Chamber of Commerce. D. Monn would like to get this project completed and the picture presented to the Chamber of Commerce before Mary Beth Hockenberry leaves the Chamber.

Gristmill Stone – T. Gilbert offered the engraved gristmill stone to the Borough. The stone is dated 1874.

Ten Plate Stove – Several years ago a gift of a Ten Plate Stove was given to the Borough. After several years, Council at that time, donated the stove to Penn State Mont Alto.

EXECUTIVE SESSION – Council President M. Gossard called for an Executive Session at 7:24 p.m. to discuss personnel issues.

Council President M. Gossard called the regular meeting of the Mont Alto Borough Council back to order at 8:45 p.m.

Building Permit – D. Monn did some research about the Borough Building. The building was built in 1936.

Adjournment – M. Kauffman made a motion to adjourn the Regular Meeting of Mont Alto Borough Council of March 5, 2007 at 8:50 p.m., T. Lowson seconded, all in favor Aye, opposed No, motion carried.

Submitted to Council for their approval on
April 2, 2007
Patricia A. Kocek
Borough Secretary