

BOROUGH OF MONT ALTO
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MONT ALTO BOROUGH COUNCIL MEETING

CALL TO ORDER – Council President Michael Gossard called the Regular meeting of January 2, 2007 of the Mont Alto Borough Council to order at 6:03 p.m.

ROLL CALL – Dennis Monn, Michael Gossard, Thomas Lowson, and Michael Kauffman present. Fred Herrington, Sr. absent. Ginger Weaver arrived at 6:06 p.m.

MAYOR – Mayor Steven Knepper present.

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

INVOCATION – P. Kocek

PLEDGE OF ALLEGIANCE

VISITORS

Jeffrey Greenwood Waynesboro Tax Bureau representative

Council President M. Gossard recognized J. Greenwood. J. Greenwood read and reported on various items in the Waynesboro Tax Bureau report. J. Greenwood presented a copy of the report to be filed for future reference.

Council President M. Gossard recognized Sid Miller. S. Miller stated he is just visiting.

ZONING OFFICER'S REPORT

November 2006 – T. Lowson made a motion to accept the November 2006 Zoning Officer's Report with correction, 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: November, 2006

<u>Date</u>	<u>Name</u> <u>Project Address</u>	<u>Inspections</u>	<u>Comments</u>
11-02-2006	Brian and Lisa Bakner 8 Willow St.	11-1-2006 Construct 24' X 32' Pole Building	Permit # 36
11-24-2006	Edward C. Shaffer 409 S. Main St.	11-15-2006 Car Port on Existing Driveway	Permit # 37

11-06-2006	Kevin P. Geis 111 S. Main St.	11-2-2006	Permit # 4 Demolish Pump House to Make Way For New Porch
Land Use Permits Issued This Month	2	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	37	Demolition Permits Issued To Date	4
Land Use Permits Denied To Date	2	Demolition Permits Denied To Date	0

December 2006 – D. Monn made a motion to accept the December 2006 Zoning Officer’s Report, T. Lawson 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: December 2006

<u>Date</u>	<u>Name</u> <u>Project Address</u>	<u>Inspections</u>	<u>Comments</u>
12-13-2006	John W. Smetzer 38 Reynolds Avenue	11-7-2006 Retaining Wall Gravel Parking Area	Permit # 39
12-28-2006	Charlene & Rex Bingaman 37 Reynolds Ave.	12-14-2006 Construct 18’x31’ Enclosed Car Port	Permit # 40
12-28-2006	Clifford Kesselring 107 Penn St.	12-27-2006 Excavate Basement under Manufactured Home	Permit # 41
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	40	Demolition Permits Issued To Date	4
Land Use Permits Denied To Date	2	Demolition Permits Denied To Date	0

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

Accredited Services Report – For your information.

Letter from Mike Cermak – Copy on file for future reference. Council reviewed the letter from M. Cermak. M. Cermak is asking for a letter from Council stating that Accredited Services is authorized to issue non-traffic citations for building code violations. He needs the letter so that the State can add him as authorized to do this for the Borough of Mont Alto.

G. Weaver made a motion to authorize P. Kocek to draft a letter indicating such, T. Lawson seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

APPROVAL OF MINUTES

December 4, 2006

Page 2 8th Paragraph “G. Weaver made a motion authorize” change to “**G. Weaver made a motion authorizing**”

Page 3 3rd Paragraph “Musselman & Creager because of Council” change to “**Musselman & Creager because Council**”

Page 5 Last Paragraph “Citation and what shouldn’t.” change to “**Citation and what should not.**”

G. Weaver made a motion to approve the Minutes of December 4, 2006 as corrected, D. Monn seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

December 11, 2006

D. Monn made a motion to approve the Minutes of December 11, 2006, M. Kauffman seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried

ACCEPTANCE OF TREASURER’S REPORT

November 30, 2006

T. Lowson made a motion to accept the Treasurer’s Report for November 30, 2006, M. Kauffman seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

December 31, 2006 – Table until the February meeting.

ADOPT RESOLUTION NO. 439 TRANSFER OF FUNDS – M. Kauffman made a motion to adopt Resolution 439, D. Monn seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

FINANCE AND ADMINISTRATION COMMITTEE

Small vehicle for Borough Use – Council President M. Gossard reported that the Borough did purchase a 2002 Chevy, locally with an extended warranty.

A copy of the bids solicited for the purchase of a vehicle for use in the Borough is on file for future reference.

Borough Web Site – G. Weaver explained that she is having problems reaching the correct person to get the Web Site completed. G. Weaver asked if S. Knepper would take over on this project and stay on top of it. She said that she does not have time to take care of this. S. Knepper said that he will give her a hand but he won’t take on the whole responsibility because he does not have internet connection at home. She will send everything she has to S. Knepper.

Letter from Musselman & Creager – For your information.

Employee raises Cost of living – T. Lowson told Council that a 3% pay raise was built into the Budget for 2007 and this needs to be passed.

G. Weaver made a motion to authorize a 3% Cost of Living increase for the Borough employees, T. Lowson seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Patricia A. Kocek	\$14.01	\$21.01
Patti Strite	\$13.63	\$20.45
Gloria Socks	\$10.48	\$15.72
Jerry Bakner	\$17.77	\$26.66
Donald Guyer	\$11.58	\$17.37
Gary Calimer, Jr.	\$17.47	\$26.21

Accept 2005 Audit – Council briefly reviewed the 2005 Audit. T. Lawson said that one of the items referenced is billing for engineering fees for subdivisions. He will look into this and try to recoup some of this money.

Discussion on being over budget. Will discuss 2007 Budget in a month or so and will try to monitor the 2007 Budget more closely.

T. Lawson made a motion to accept the 2005 Audit, G. Weaver seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

VACANCIES – Short discussion on the letter from Beverly Spicer volunteering to fill the vacant seat on Council.

T. Lawson made a motion to appoint Beverly Spicer to fill the vacant Council seat, term ends January 1, 2008, G. Weaver seconded, any further discussion, any further discussion, all in favor Aye, opposed No, M. Kauffman abstained, motion carried.

ATTORNEY’S REPORT – J. Evans did not attend the meeting this evening but provided comments on several of the items below. Items in “ ”s are remarks J. Evans provided.

Empty trailer Corner of Poplar and Reynolds – “Attached is a letter for enforcement that is going out regarding the condition of both trailers” (Copy on file).

Public Gathering/Festival Ordinance – M. Gossard had nothing further at this time.

Junior Council Member – “The Junior Council Ordinance was unfortunately not advertised for adoption.”

Hickory Street Right of Way – “An agreement presently is being drafted by Bernitt’s attorney and I expect to receive it shortly after the New Year. We did have some discussion regarding some of the terms.”

Letter from CCIS Re: Adoption of 2006 Codes – J. Evans did not report on this item.

Amendment to Pavilion Rental Rules – J. Evans did not report on this item.

Cumberland Valley Uniform Rental Contract – “With respect to Cumberland Valley Rental – I received the letter for the demand and am formulating a response. It would be helpful to know whether copies of any of the notes that were left on the dirty uniforms exist. I understood at one point that Gary had a file with copies of the notes. It would be helpful to incorporate copies of those notes into the response.”

Discussion on various aspects of the buyout in the amount of \$2241.41. M. Gossard read part of the Contract to Council. M. Gossard said that no one knew the Contract existed until after the fact. M. Gossard feels the Borough followed the Contract as far as notification of displeasure with services provided. Discussion about the condition of the uniforms.

Antrim Township Agreement Paragraph 11 - The three attorney’s need to resolve this matter (J. Evans, T. Misner and J. Lisko)

D. Monn talked to Susan Nealy of DEP and she stated that surprise inspections at Antrim and Mont Alto would not happen at the same time. She does the inspections and she cannot go both places at the same time.

P. Kocek will call J. Evans as soon as he returns from his trip and inquire about the status of the Agreement.

MAYOR'S REPORT - Nothing

ENGINEER'S REPORT

Zoning and Subdivision Ordinance Update – Several weeks ago M. Gossert provided copies of the Ordinances for review. M. Gossard told Council to plan on airing any concerns at the February meeting.

Engineering invoices - M. Gossert told Council that if P. Strite needs any help retrieving any of the engineering invoices he would be glad to help.

WATER COMMITTEE

Antrim Township Water Contract – (Letter of Understanding) – Move this item to the Attorney's Report.

STREET COMMITTEE

Crosswalks – T. Lawson said that the crosswalks had previously been painted out but the lines are showing through again. T. Lawson has addressed this with G. Calimer, Jr. and when the weather is right the crosswalks will be painted over again.

PROPERTY & SUPPLY COMMITTEE

Generator at the Borough Office – G. Calimer, Jr. reported that Electric Solutions will be back again on Thursday to try one more thing. Electric Solutions thinks the generator is out of time. G. Calimer, Jr. is obtaining the phone number for Generac. Will continue to work on getting the generator fixed or replaced.

ELECTRIC COMMITTEE

Renewal of Borough Electric Contract – J. Evans told Council at a previous meeting that the electric contract would have to be bid. T. Lawson spoke to Steve Hirsch of Downes Associates who is also a consultant for Chambersburg Borough electric issues. S. Hirsch told T. Lawson that Tom Finucane, Solicitor for Chambersburg, said that the Chambersburg Ordinances and Statutes provide the flexibility to extend the Agreement.

T. Lawson and D. Monn will be attending the COG meeting in a week or so and will set up a meeting to discuss this issue with Richard Hamsher of Chambersburg. T. Lawson said there is a difference of opinion between the two attorneys. If the Mont Alto Borough Ordinances do not allow this, they could be changed. Mont Alto usually mirrors Chambersburg in what they do in matters dealing with electric.

DTE – T. Lawson told Council that he had an email from Steve Shepard of DTE stating that he was looking forward to negotiating with the Borough of Mont Alto on the upcoming electric contract.

PERSONNEL COMMITTEE

Borough Manager/Cooperative ventures – M. Gossard told Council that this got shot down by the State once the Borough had entered into the cooperative agreement with Greencastle. At the

first meeting M. Gossard was told to get started and then present the information and the Borough would be eligible for some type of Grant.

At a meeting with the representative, T. Lawson, D. Monn and M. Gossard were told that since they were already doing the cooperative venture, it was too late, but if you do it with someone else for another service let them know before the Borough starts the project.

Borough Manager – T. Lawson thinks the Borough should discuss a Borough Manager cooperative venture with Quincy Township. A meeting will be arranged for mid January to discuss this matter. If Quincy doesn't want to do this the Borough will have to rethink some things for 2007.

Employee Health Insurance – Nothing at this time.

“How to be the Best Borough Secretary: In Today's Fast Paced World” – P. Kocek requested to attend this seminar.

D. Monn made a motion authorizing P. Kocek to attend the March 17, 2007 Seminar, M. Kauffman seconded, any further discussion, any further discussion,

Short discussion on using the Borough vehicle Vs using private vehicles. The vehicle is available other than at meter reading time. P. Kocek can either use the Borough vehicle or take her personally owned vehicle.

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

SANITATION & SAFETY COMMITTEE - D. Monn asked what is the object of the Sanitation and Committee? T. Lawson said there is a list available listing the responsibilities of the committees. T. Lawson stated that this committee is responsible for all of the insurance for the Borough among other duties.

P. Kocek will email copies of the Committee Duties to Council.

RECREATION COMMITTEE - Nothing

REPORT ON COG (COUNCIL OF GOVERNMENT) ISSUES - No meeting

VISION 2015 – No meeting

OLD BUSINESS

Set equipment rates for 2007

D. Monn made a motion to set the following rates for rental of equipment for 2007,

Dump Truck	\$18.00
Backhoe	\$24.00
Trailer	\$ 6.00
Hand Tamper	\$10.00
Cut off saw	\$30.00
Sump pump	\$ 5.00
Chain saw	\$15.00
Mower	\$30.00
Pressure washer	\$15.00
Vehicle mileage	\$.485/m

M. Kauffman seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Borough Letterhead – D. Monn told Council that S. Miller will be taking a new picture of the building. Discussion on whether or not to include the flags in the picture. S. Miller will take various shots (with flags, without and with swags only). Will wait to make a decision on the letterhead until after the new pictures are received.

Discussion on including a picture of the building on the signs on the vehicles.

Short discussion on having the Borough building listed on the Historical Registry. T. Lawson is interested in knowing the date the building was built.

NEW BUSINESS

Letter Re: Winning Grant Proposal – For your information.

PSAB U/C Plan Announcement – For your information.

Franklin County Emergency Services Alliance Minutes – For your information.

Intergovernmental Cooperation Agreement – T. Lawson told Council that there was an issue raised at the Municipal Authority on the amount that Quincy Township charged the Municipal Authority for equipment rental for the water line project on Furnace Road. The fees were very high and the Authority is looking into this.

T. Lawson would like to know if the rate stated in the Intergovernmental Cooperation Agreement includes an operator or is the rate without an operator. The Borough should know this information before they have need to use the equipment. M. Gossard will check with Quincy Township about this matter.

G. Calimer, Jr. will check with some equipment companies to see what they charge to rent this piece of equipment.

Thank you card from the Mont Alto Historical Society – For your information.

Central Tri-County Boroughs Association Meeting – T. Lawson made a motion to pay the 2007 dues for the Tri-County Boroughs Association, M. Kauffman seconded, all in favor Aye, opposed No, motion carried.

Invitation to the 4th Annual Public Officials Day Luncheon – For your information.

“Understanding the Roles and Responsibilities of the Council Members” – For your information.

Letter from Quincy Twp. Supervisors Re: Appointed General Member of the Joint Municipal Board of Appeals – For your information. The Quincy representative represents the Borough of Mont Alto.

Christmas Tree Disposal – Trees can be dropped off at the Borough lot between now and January 31, 2007. T. Lawson will provide this information to Denise Bonura when he talks to her on Tuesday morning. Trees should not be in a bag and ornaments should not be left on the tree.

Discussion on the County owning a chipper to process Christmas trees. D. Monn will check with the County in the morning to see if the chipper is available for use by the Borough..

Sgt. Edward W. Shaffer – P. Kocek called PSAB. The Borough cannot contribute to a fund, but the Borough can do a Proclamation or Resolution.

Mayor Knepper proposes holding a Candlelight Vigil at the Mont Alto Recreation Area. Discussion on when to hold the service.

D. Monn would like to see a street named after Sgt. Shaffer. This would have to be discussed with the family. T. Lawson said there might be a possibility of talking to Allen Mills and discussing naming one of the streets in his new development after Shaffer.

T. Lawson informed Council that it was the intention to add a brick walkway around the Veteran's Memorial. If people wanted to recognize a veteran they could purchase a brick in memory of, in honor of, etc. Bricks for soldiers Killed in Action would be gold. The walkway could be added to as the need would arise. Discussion. No decision will be made at this time on how to further honor Sgt. Shaffer.

It was decided to hold the Candlelight Vigil Saturday January 6, 2007 at 6:30 p.m. at the Veteran's Memorial at the Mont Alto Recreational Area.

M. Kauffman reported that the Historical Society will provide luminaries to line a path to the Veteran's Memorial. T. Lawson will provide a light to shine on the Veteran's Memorial. P. Kocek will make arrangements for the candles for the vigil. Parking will be on the ball field so the gate on Constitution Avenue will be opened. T. Lawson instructed G. Calimer, Jr. to get the Event Parking signs out of the Pavilion for use the night of the Vigil.

M. Gossard stated that Council will authorize the Borough employees to guide for the parking if they are available.

The rain date will Saturday January 13, 2007. Mayor Knepper will make the decision about canceling the event on Saturday January 6, 2007.

The Historical Society has ordered a boxwood wreath. The wreath will have a banner displaying Sgt. Shaffer's name. The cost will be approximately \$45.00 - \$50.00.

M. Gossard told Council they would authorize the Borough employees overtime if they participate in the parking arrangements up there. After discussion it was decided that the Fire Police would be more experienced in parking the vehicles at the Vigil on Saturday night than the Borough employees. The Borough employees will help with set up of the signs along the street and taking the signs down.

D. Monn made a motion to authorize the expenditure of \$100.00 for a wreath, candles and black material for the Vigil, the sign on the square to be changed to announce the Vigil, M. Kauffman seconded, any further discussion, any further discussion, all in favor Aye, opposed No, motion carried.

Midmonth meeting – Council President M. Gossard is calling a midmonth meeting for January 16, 2007 to discuss the following items:

1. Council members to review the job applications between now and January 16 and come back with recommendations. Interviews will be held after the midmonth meeting.
2. M. Gossard instructed G. Weaver to have an insurance package comparison ready for Council

to review at the Special Meeting

On the Job Employee – S. Miller asked if Council has chosen an employee for the Record Herald. Council has not done this.

Adjournment – D. Monn made a motion to adjourn the Regular Meeting of Mont Alto Borough Council of January 2, 2007 at 7:43 p.m., M. Kauffman seconded, all in favor Aye, opposed No, motion carried.

Respectfully submitted,

Submitted to Council for their approval on
February 5, 2007

Patricia A. Kocek

Patricia A. Kocek
Borough Secretary

Michael Gossard President

Dennis Monn Vice President

Michael Kauffman Chairman ProTem