

**Montgomery Borough Council**  
**April 9, 2019**

President Crist called the meeting to order at 6:32pm.

- I. All rose for the Pledge of Allegiance.
- II. Roll call was taken: Whitlow Wertz-P, Dale Brendle-P, Fae Herb-P, Lynn Crist-P, Mark Barbier-P, Susan Andrews-P, Amber Wilt-P. Also present was Borough Coordinator Donna Miller, Solicitor Jonathan Dewald and Mayor Sean Leet.
- III. Fire Department Report. Brad Harding read and reviewed the written report for March 2019; with a total of 27 calls; Fire-4; Rescue-1, EMS – 14 and Public Assist-8. The Junior fireman completed their CPR course and are First-aid certified. Pump 2 class was finished last week and Central class for Junior and new fireman will start in late May. Carnival is the week of May 6-11, 2019; they are still looking for sponsors of the nightly bands, Chief Harding asked for permission to use the back ball field for parking if necessary, Council okayed upon the condition of the field at that time and baseball schedule.
- IV. EMA Report. Dennis Gruver handed in the monthly report for review, he voiced his disapproval of the storage tank site at 107 Miller Ave., Fire Department Chief Harding also voiced his disapproval of this. After a discussion of what could happen at this site; a motion was made by Susan Andrews to have Solicitor Dewald to send a letter to DEP stating the Borough's disapproval of this also and to request a public hearing for this; second by Fae Herb. Motion carried.
- V. Public Concerns.
  1. Nancy Roberts from Wagner Ave would like a stop sign at 5<sup>th</sup> Street and Wagner Ave.. This was turned over to the Street Committee.
  2. Larry Stout, Clinton Twp. Supervisor stated Kaydee Miller was appointed the new Township Supervisor for replacement of JJ Maygar. Mr. Stout also stated it is National Library week, come visit your local library.
  3. Doug McClintock from Montgomery Little League was here to state about the condition of the Little League building at River Field. Repairs must be made as the building is in bad shape. The building should be fixed or demoed. Little League is willing to help with this. Mr. McClintock has contacted Steinbacher Enterprises about the cost of demoing the building, but no quote has been received as of yet. Donna Miller stated this building was built after the 1972 flooding with State monies and there might be certain restrictions that apply. She checked with Garth Everett's office and they suggested about contacting the County Planning Commission, Kurt Haussmann responded back stating no restrictions apply any more due to the 47 years that have went by, but if it is decided to demo and replace; proper permits etc., must be issued plus pictures showing why this should be done. Councilwomen Herb and Wilt said this was also in the CDC's plan and Councilwoman Herb asked how many times in the

week is the concession stand used, Mr. McClintock replied at least twice a week plus the back half is used for storage and Councilman Barbier stated this is also in the County's Comprehensive Plan to provide monies for repairs. Mr. McClintock also stated that Little League is looking into a "food trailer" so it could be transported to other events for fundraising.

4. Candidates for County Commissioner and County Treasurer & District Attorney offices. Scott Metzger, Cindy Newcomer and Nicole Ippolito were here and talked about their education and qualifications for these positions. Remember to Vote on May 21<sup>st</sup>.

5. Elizabeth DeSantis -Street Closing Permit. Mrs. DeSantis was here and explained she was here at the last meeting and got permission to shut Penn Street from Lewis to School Streets on May 18<sup>th</sup> to have a Yard Sale to raise money for the OM program. She was instructed to contact Codes Inc. for the proper permits for this, she did and said it was a \$50 charge if they issued the permit or if the Mayor or Borough Manager did this it would only be \$25 charge. Councilman Barbier and Mayor Leet apologize for any misunderstanding. After a discussion, the Solicitor stated it would not be proper to wave the \$25 fee, it will be handled by the Mayor with a \$25 charge. All permits for street closings for these types of issues will be handled by the Mayor.

6. Pam Mowery, from Warren Street, asked about Borough Clean-up day and utilizing local resources and who was doing fines for grass etc. Councilman Barbier explained about the procedure for fines etc., the fines are complaint driven, residents must contact the office and then the complaints will be forwarded to Codes Inc. He also stated that Codes Inc. could possibly organize a spreadsheet to list all of our fines. Laurel Green from Broad Street stated we should help our neighbors.

7. Pat Dietrick, Clinton Twp Supervisor asked why an email was sent from a person in Hughesville about Montgomery CDC, Council explained to him, that this committee member lives in Hughesville. The CDC meets every 4<sup>th</sup> Thursday at the Adam Room at the Historical Society, everyone is welcome.

- VI. Approve March 12, 2019 Meeting Minutes. A motion was made by Dale Brendle to approve; second by Susan Andrews. Motion carried.  
Approve April 1, 2019 Meeting Minutes. A motion was made by Dale Brendle to approve; second by Susan Andrews. Motion carried.
- VII. Approve February 2019 Treasurer's Report. Pam Mowery from Warren Street asked if the Treasurer's Reports were public knowledge, the Solicitor responded as a Right to Know request could be used, but some information would be redacted. The annual Budget is open for the Public. Questions were asked about the Comcast bills and why Officer Wilcox was still a line item on the breakdown. It was explained the Police was kept on due to possibly employing another officer. Councilman Barbier asked about the voided \$1000.00 check, this was the CDC check that was handed back in. Mayor Leet asked about the expenses between water and general and the breakdown of each. A motion was made by

Dale Brendle to approve; second by Fae Herb. Motion carried.  
Approve March 2019 Treasurer's Report. Tabled until next months' meeting.

- VIII. Code Enforcement Officer's Report. A report from Codes Inspections was included in the packet for review. Donna Miller reviewed the report.
- IX. Solicitor's Report. Atty. Jonathan Dewald gave the Ordinance about the Excavating Permits and Zoning Ordinances fees to Council for review; this was tabled until next month's meeting for more time to review.  
Update on Council Committee- Councilwoman Andrews stated her opinion about the committees and the working of each, she handed out information she composed for this for all of Council to review.  
Gary Yocum from Kinsey Street stated he knew of fines given for garbage and then liens had to be placed on the properties for non-payment. He did not know if any of those things happened.
- X. Police Report. The Chief was not in attendance, a written report was handed in for review. Mayor Leet spoke about Mr. Mark Cassel, about possibly hiring of him. Council members asked why nothing was said about this at the April 1, 2019 meeting. President Crist responded as Mr. Cassel had to pass a test first.
- XI. Mayor's Report. Mayor Sean Leet stated that a new Police computer was purchased from Compu-Gen. A quote was received for body cameras.
- XII. Borough Coordinator's Report. Donna Miller reported on the following:
1. Lycoming/Sullivan Borough's Association meeting will be Thursday, April 25<sup>th</sup>, at 6pm at the Villa Restaurant; the Speaker will be Lycoming County Commissioner Tony Mussare, he will be talking about "Legal issues affecting small Municipalities "deadline is Tuesday, April 23<sup>rd</sup>.
  2. Meeting with Montgomery Water and Sewer Authority and Council. Donna stated she talked to the Executive Director of Water Authority about setting up a meeting, he will get back with us after their regular monthly meeting on April 18<sup>th</sup>. President Crist also talked to Chairman Miller about a meeting date.
  3. Street Sweeper from Bradco Supply. A motion was made by Fae Herb to rent a street sweeper from Bradco Supply for a cost of \$500.00 per day or a total of \$2000.00 for the week, with a delivery fee of \$400.00; second by Mark Barbier. Motion carried. With this being late to schedule, it won't be until mid to late May.
  4. Donna Miller stated she received an update from the Muncy Prison about Prisoners helping at Stackhouse park for clean-up. Weather permitting and conditions at the Prison; work should start April 24, 25 and 26 from 8:30-9 am to 2:30 for these days. Three to four workers will be here.
  5. Hydrant flushing will be the week of April 15, 2019.

### XIII. Committee Report.

- Summer Alive Program: Flyers are posted and the program to start June 3<sup>rd</sup>.
- Montgomery Community Development Committee: Councilwoman Herb stated the meeting will be April 25<sup>th</sup> at the Adam Room at 6:30pm; \$1700.00 was raised through Raise the Region fundraiser and a private donor.
- Streets, Light, Curb, Sidewalks and Storm Sewers-Councilwoman Andrews stated that a hand-i-cap parking spot would be voted on under New Business. She said there is sometimes people park with on W. Houston Ave. (both sides) at the Parking lot and in front of the Historical meeting place. She would like to paint curbs on both sides of the street painted yellow, they are painted now, but faded. Donna Miller replied that when the Prison help is coming, they will paint the curb next to Stackhouse park so those curbs could be painted at the same time.
- Parks: Councilwoman Andrews said we did not receive the \$500.00 grant for the Community Garden. Clay Steward asked Susan to attend a Lion's meeting and possibly they could help, the meetings are the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday's at 6pm. Discussion was held about making the people be responsible for their trash and charging Summer Alive for the use of the pavilion and getting a pot-a-jon for the park, instead of employing a worker. A motion was made by Susan Andrews to rent a port-a-jon; second by Mark Barbier. Motion carried. The other issues will be discussed at the meeting of May 2, 2019.
- Labor Relations-None
- Representative to Fire Company-Councilwoman Herb stated she resolved the miscommunication of things and volunteered her services for the Carnival.
- Borough Property-None
- Police-Presdient Crist stated he would get back to Council about when Mr. Cassel would be interviewed, a copy of his resume would be supplied, and give a recommendation and let Borough Council decide.
- Representative to EMA-None
- Representative to Water and Sewer Authority. Councilman Wertz stated that the next meeting is April 18, 2019 at 6:30pm.
- Long-Term Budget- There is a budget meeting on Monday, April 29<sup>th</sup> at 6:00pm.
- Tech Committee-Councilwoman Herb said log onto the Montgomery Borough website about all the events happening in Montgomery.
- West Branch Regional Authority Representative-None
- Vacancy Board Committee-None
- Zoning Board-None
- Planning Commission-None

### XIV. Old Business.

1. Junior Council update. Councilwoman Wilt gave an update, stating she talked to Joe Stoudt, the High School Principal, he thought it was a great idea, the student would not receive any credits but it would go towards their community service hours needed for graduation. This is going to be open to all School district students in the Senior High (9-12 grades) for a one-year term. Deadline to submit interested letters is May 16<sup>th</sup>, with the start of the program for the upcoming school year (2019-2020). A resolution for this has

already been done.

2. Community Clean-up Day-Councilman Barbier suggested since the Borough has not had a community clean-up day for years, except for after flooding, and not being budgeted for this year, he suggested that the Borough hold off on this until budgeted.
3. Summer/Holiday Park help. This was discussed under Park Committee.

XV. New Business.

1. Hand-i-cap parking at 5 S. Main Street. After a discussion about moving the hand-i-cap parking in front of the Pharmacy at 21 S. Main Street. A motion was made by Mark Barbier to have a hand-i-cap parking spot in front of 21 S. Main Street; second by Susan Andrews. Motion carried.
2. New office computer from Compu-Gen. A motion was made by Mark Barbier to approve the purchase, second by Amber Wilt. Motion carried.
3. New Police Computer. Mayor Leet reported that a new Police computer was purchased.
4. Request from Fae Herb for \$100 to attend the PSAB class for "Writing Effective Grant Proposals" on April 25, 2019. A motion was made by Susan Andrews to approve this, second by Amber Wilt. Motion carried.
5. Todd Grimm from AYSO asked permission to paint benches at Park, he will be supplying the paint. A motion was made by Whitlow Wertz to allow this, second by Amber Wilt. Motion carried.
6. Ordinance #2019-2 Amending Pension Plan from 9 ½ % to 10%; this was approved with Employee contracts. A motion was made by Susan Andrews to approve, second by Dale Brendle. Motion carried.

XVI. Public Comments.

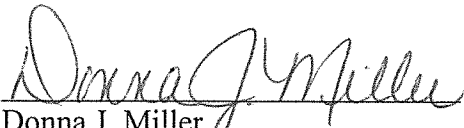
1. The meeting of Monday, May 6, 2019 has been moved to Thursday, May 2, 2019 at 6:30pm due to Carnival week.
2. Dennis Gruver from the Fire Police asked for no parking during Carnival week on 2<sup>nd</sup> Street, from Broad Street to the Bridge. A motion was made by Mark Barbier upon any PennDOT restrictions to temporary restrict parking, second by Susan Andrews. Motion carried.
3. Councilwoman Herb stated the Community Yard Sales is Saturday, May 18, 2019, please email Fae if wanted to be on the map. On April 20, 2019 the Lions are hosting their first Lions Run starting at 9am at the Park, with the Easter Egg hunt at 1pm. Clay Steward stated the Lions will be having a Chicken Bar-b-q on May 11, 2019 at the pavilion in back of the American Legion.
4. Donna Miller stated she received \$300.00 from the Lions for our annual Firework display.

Executive Session-Personnel

Council entered into Executive Session; no decision was made after.

XVII. Adjournment. Motion was made by Whitlow Wertz to adjourn the meeting at 8:57pm; second by Fae Herb. Motion carried.

Members of the public present at the commencement of the meeting are set forth on the sign in sheet attached to these minutes as "Exhibit A"

  
Donna J. Miller  
Borough Coordinator

djm

**Montgomery Borough Council**  
**Meeting**  
**May 2, 2019**

President Crist called the meeting to order at 6:30pm.

- I. Pledge of Alliance-All rose for Pledge of Alliance
- II. Roll Call was taken. Whitlow Wertz-A, Dale Brendle-P, Susan Andrews-P, Fae Herb-P, Lynn Crist-P, Amber Wilt-P and Mark Barbier-P Also present were Borough Coordinator Donna Miller, Mayor Sean Leet and Solicitor Jonathan Dewald.
- III. Old Business
  1. Summer Alive. LuAnn Porter was in attendance and handed in an overview report from last year. The program will start June 3 and run through July 25<sup>th</sup>, an 8-week program from 9-12:30 Monday-Thursday. Council gave them the go ahead to place a compost bin at the end of the garden and to place their refrigerator in the pavilion. She reported the high school art class painted a 3x4 sign, displaying the rules of the garden, this will be placed in one of the garden beds. She will get in contact with Whitlow Wertz about the placement of the purple martin houses. Summer Alive will clean the building, park and bathrooms every day and on Thursday's will have a full cleaning. They would like to start to set up on Sunday, June 2<sup>nd</sup> if the building is not rented. Everyone is invited to join the group at noon to sit and eat with them.
  2. Review Committees and Elect Chairman(woman) for each. President Crist thanked Councilwoman Andrews for the good job she did for researching the committees. A new committee member list is attached. There was discussion on the Planning Commission responsibilities, this will be addressed at the meeting of May 14<sup>th</sup>. At this time, questions and comments were discussed about the follow up on violations and about raising fines on ordinance violations, no Council member was opposed to this.
  3. Parking permits; Hand-i-cap parking-N. Main St/W. Houston Ave.-Hand-i-cap in front of Pharmacy. The existing hand-i-cap signs will be used and the fine/penalty signs are ordered and in, these signs will be installed and moved ASAP.
  4. Replacing fence at N. Main Street/W. Houston Ave parking lot. A motion was made by Susan Andrews to have the Borough employees purchase and install the fence as soon work schedule permits; second by Dale Brendle. Motion carried.
  5. Update on Junior Council Member. No new update was given.
  6. Muncy Prisoner-Stackhouse Park. Donna Miller stated the prisoners, the guard and Borough employees did a wonderful job on this. The weeds are being sprayed on Friday, May 3<sup>rd</sup> before planting. Calls and emails are being placed to the Historical society member about the replica of a war plane to be placed there. The Girl Scouts have interest in doing more work there also, with possibly placing another bench, stepping stones and flowers, plants etc. When the Prisoners come

back, they will be painting curbing and cleaning the parking lot at N. Main Street/W. Houston Ave.

7. Firework Sponsorship/Letters. Donna Miller was instructed to send out donation letters to area businesses, as she has done in the past.

8. Park Work. Donna Miller and Angie Adams has contacted Steve Cook from the Fire Department to ask if the Junior Fireman would be interested in doing this job. We would pay the Fire Department as a donation of \$25 per day to the Junior Fireman program. Donna explained to Steve the job details and said an adult supervisor should be with them, they are covered by the Borough's liability insurance. The Fireman would be responsible for scheduling. Steve Cook will get back to Donna with more details, Council wants the donation given to the Junior Fireman Account just not the individuals. If the Junior Fireman do this, a port-a-potty is not needed, pricing was received from two companies for this A-1 \$150.00 per month and Berger \$125 per month, being cleaned every other week.

9. Water Authority meeting. A meeting between Council, the Authority and the Attorney's will take place Thursday, May 16, 2019 at 7pm., here at Borough Hall.

Councilwoman Andrews stated the opening of the Community Garden of May 1<sup>st</sup>, did not happen due to weather conditions, hopefully this will happen next week. She was contacted by Lycoming County Penn State Extension office about a "Salsa" grant through their Master Gardener Program; the grant would supply tools, materials, soil and plants for making salsa, example: tomatoes, peppers and onions. The Girl Scouts would maintain and harvest the vegetables and have salsa making.

Councilwoman Herb asked about the street sweeper. Donna Miller replied we are on the list for mid to late May. The cost can be taken out of Highway Aid money.

Solicitor Dewald explained about the exemption of permit fees for non-profit organizations. President Crist stated if you do it for one it must be done for all. After a discussion the fee of \$25 will remain for all organizations. Solicitor Dewald asked for a short executive session for a legal matter.

Discussion was held on moving the stop sign at Wagner Ave and 5<sup>th</sup> Street, plus adding 2 speed limit signs of 25mph and placing another stop sign across from the stop sign when moved. A motion was made by Fae Herb to move the stop sign on Wagner Ave and 5<sup>th</sup> Street 20-25 feet to be more visible and upon conditional approval place 2 speed limit signs-25mph between 3<sup>rd</sup> and 4<sup>th</sup> Streets and another stop sign at Wagner Ave and 5<sup>th</sup> Street, second by Dale Brendle. Motion carried. More information will be given from Jonathan Dewald.

Mayor Leet stated the revised body camera policy is being reviewed. Upon approval from the Police Committee the cameras will be ordered All officers will be trained. Dale Brendle was asked if he would be interested in being the controller. Information on all of this will be given to the Police Committee to review.



New Business:

1.107 Miller Ave-Coastal Chemical. Solicitor Dewald stated a letter was sent to DEP upon Council request to have a public meeting to discuss this. He stated that DEP requested a closed information meeting for a question and answer session. A question and answer meeting have been set up with DEP, Coastal Chemical, EMA, Fire Department, Codes and Council for Monday, May 13, 2019 at 6:30pm here at Borough Hall. Councilman Barbier stated a Public meeting should still happen. Laurel Green asked if any permits have been issued, a zoning permit was on December 11, 2018, she also stated that since the size of the application is large it will not be posted on line, the public must go to the office to view.  
2 Police-review of resume. Mark Cassel's resume was handed out to all Council. This will be discussed at Executive Session.

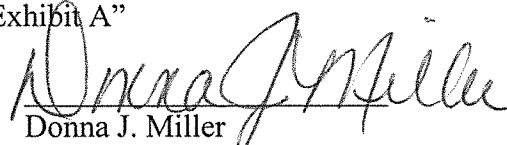
Councilwoman Andrews stated the trees along the creek at the Carnival grounds and Little League are in bad shape and some should be taken down. She stated maybe the Park committee should look into starting up the Shade Tree committee to look into this. Also she would like to possibly have 4 street lights turned back on, since we switched over to LED lights to save money (2 on Broad Street between 3<sup>rd</sup> & 4<sup>th</sup> and between 5<sup>th</sup> & 6<sup>th</sup> and 2 on Montgomery Street one east of High Street and one at the entrance of the old M-B company); this will be looked into, since PPL did come and remove the fixtures from the poles.

Councilwoman Herb stated she attended a seminar about grant writing. She asked the Solicitor if we need authorization every time for a grant or to have a resolution to do this. Upon his recommendation, authorization should be given every time. She also asked about if all Council have their NIMS training and certifications. These must be done if case a disaster would happen and the Borough would be eligible for federal money. Donna Miller will check with Dennis Gruver for this.

Mayor Leet asked about having the Prisoners do more curb painting within the Borough. He would like the crosswalk on 2<sup>nd</sup> Street going into the Carnival grounds repainted. He also stated they are talking about combining the Montgomery and Muncy Police Departments.

Council entered into Executive Session; no decisions were made after.

- IV. Adjournment. Motion was made by Dale Brendle to adjourn the meeting at 8:15pm; second by Fae Herb. Motion carried.  
Members of the public present at the commencement of the meeting are set forth on the sign in sheet attached to these minutes as "Exhibit A"

  
Donna J. Miller  
Borough Coordinator