

**Montgomery Borough Council
Meeting
February 3, 2020**

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

- I. Pledge of Alliance-All rose for Pledge of Alliance
- II. Roll Call was taken. Susan Andrews-P, Shawn Coles-P, Laurel Green-P, Andrew "Drew" Onufrak III-P, Rocky Sanguedolce-P, Clayton Steward-P and Amber Wilt-A. Also present was Borough Coordinator Donna Miller, Mayor Fae Herb and Solicitor Jonathan Dewald.

At this time, President Andrews stated an Executive session was held for personnel reasons.

- III. Public Concerns-None

- IV. Old Business:

1. "Live Streaming" meetings. There were discussions about the live streaming of meetings, about audio and visual recordings on social media, U tube etc.; about how long to hold onto the audio tapes, Council asked the Solicitor could anyone video meetings and then post? Yes. Solicitor Dewald stated the Borough should have a record retention policy. Councilman Steward asked if we could have a third party do this for the Borough, Councilwoman Green will contact the School about doing this; if any other Council would like to contact third parties, feel free to do so. Mayor Herb suggested the agendas be posted to the website before the meetings, items that Council would like to be placed on the agenda should be done no later than noon the Friday before the meeting. Councilwoman Coles asked if someone could be charge to video and ask and answer questions from the Public during the meeting. Councilman Onufrak stated if he received any questions or concerns from residents that could not attend the meeting, he could state them under Public concerns, New/Old Business or anytime in the meeting.

2. Due to Shawn Coles not being sworn in at the January 6, 2020

Reorganizational meeting, a motion is needed to approve the following that occurred at the January 6, 13 and 20, 2020 meetings: Approval of December 9&10, 2019 minutes; October 16, 2019 Treasurer's report; appoint L. Whitlow Wertz to Water Authority, appoint Gary Yocum and Rocky Sanguedolce to the Planning Commission; Appoint Angela Adams as Secretary; Donna Miller as Assistant Secretary and Treasurer, Appoint Angela Adams as Chief Executive Administrator for Pension, EMA donation. January 13, 2020: Approve six members to attend PSAB Boot camp; January 20, 2020: To accept the portion of the Police Policy manual that pertains to the Police Body cameras but to review the rest by March 10, 2020, To retain all the Police Officers(1 full time, 6 part-time); and to start Executive Session at 6pm. A motion was made by Rocky Sanguedolce to approve all the above, second by Clayton Steward. Motion

carried.

Councilman Steward made a motion to furlough four (4) Police officers, Solicitor Dewald explained about the process of this, with loundermill hearings for the Officers and a need for Executive session to discuss, with action taken at Public meeting, no second was done, no action was taken on this motion.

Councilwoman Green stated she contacted the Brick House Advertising in Muncy to do our website and emails, she has no formal quote but the cost would be yearly \$150.00 with an extra cost of a one-time set up fee, she will have more information for the next meeting.

Councilwoman Coles stated that a Holiday committee meeting will be Thursday, February 6th at 2pm at her Shop; she might change the time to 5pm, she will let everyone know if changed.

Councilman Steward stated he will be in and out of the Borough due to helping with his daughter after she gives birth and then he will be having knee surgery. A discussion was held on how long the audio tapes are kept after the Borough minutes are approved. A resolution is needed for this. A motion for this was done later in the meeting due to the Resolutions that need to be done first for all Council to vote. Solicitor Dewald will have a Record Retention Resolution written for the next meeting to be voted on for both audio and video recordings.

V. New Business:

1. Resolution 2020-2-3#1 to Appoint Shawn Coles as a Borough Council member for the term of 2020-2021. A motion was made by Rocky Sanguedolce to accept, second by Clayton Steward. Motion carried.

2. Resolution 2020-2-3#2 to Appoint Andrew Onufrak III as a Borough Council member for the term of 2020-2021. A motion was made by Laurel Green to accept, second by Clayton Steward. Motion carried.

3. Accept Resignation of Councilwoman Amber Wilt. A motion was made by Clayton Steward to accept, second by Laurel Green. Motion carried. Donna Miller replied as advertisements of letters of interest will be done with the deadline of Friday, February 21, 2020 at 3:30pm, with interviews the following week, with possibly a decision at the next Council meeting on March 10, 2020.

4. Sale of Police Body cameras. Mayor Herb stated OIC Winters was contacted from another agency that would like to purchase two of our Police Body cameras. The cameras are still in need of equipment to get them working, she instructed OIC winters to get two of the body cameras ready for use, the quote still needs to be accepted, but this will be done. We have a total of four but with the changes in the Police Department not all the cameras are needed. The company where they were purchased will not take them back. If the cameras are sold, they should be sold at the same price that they were purchased for, some of the price should be refunded to Brady Twp. A discussion was held on only selling one camera, so the Borough would have one for backup. A motion was made by Shawn Coles to sell one Police Body camera at the original purchase price; second by Rocky Sanguedolce. Motion carried. Mayor Herb will have OIC Winters contact the agency that is interested in these to ask if interested in just one and report back to Council.


Discussion was held on telephonically communication when members cannot attend the meeting, more discussion on this will follow in upcoming meetings. A motion was made by Rocky Sanguedolce to destroy the audio/video tapes after the minutes are approve effective immediately; second by Andrew Onufrak II. Motion carried. More discussion was held on the length of time the archive tapes would be kept. A motion was made by Shawn Coles to keep the tapes for two months, second by Rocky Sanguedolce. A roll call vote was taken: Susan Andrews-No; Shawn Coles-Yes; Laurel Green-No; Andrew Onufrak III-No; Rocky Sanguedolce-Yes; Clayton Steward-No, Four-No; Two-Yes; Motion did not pass. More discussion will be held at a later date for this. Councilman Steward asked about the Police schedule that was included in the recent report about Regionalization, this was just a sample.

VI. Public Comments: None

VII. Executive Session-Personnel

VIII. Adjournment. A motion was made by Shawn Coles to adjourn the meeting at 7:16 pm to enter into Executive session for Personnel reasons with no decision made after; second by Laurel Green. 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
February 11, 2020

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

- I. All rose for Pledge of Allegiance.
- II. Roll call was taken: Susan Andrews-P, Shawn Coles-P, Laurel Green-P, Andrew Onufrak III-P, Rocky Sanguedolce-P, Clayton Steward-P. Also present was Borough Coordinator Donna Miller, Solicitor Jonathan Dewald, Mayor Fae Herb and Junior Council member Saige Whipple.

**President Andrews stated an Executive session was held prior to this meeting for personnel reasons and a Police committee Executive session was held on February 9, 2020 for personnel reasons.
- III. Fire Department Report. Brad Harding and Steve Cook reported the carnival will be held the week of April 27th-May 2nd; due to the ride vendor. A chicken bar-b-q will be held Saturday, March 7th; the January fundraiser of the pizza/wings and gun raffle was a success. An air pack was brought to look at, the parts for these are absolute and a grant was done to replace some; two new thermo imageries were purchased. The ambulance drive memberships should be out soon. Brad stated questions were asked about agreements with other municipal aid departments, Montgomery has an agreement with Union County ambulance for transport with paramedic, this was done in case Montgomery could not "man" an ambulance, they could still use rescue truck, engine etc. If this service is used and if a bill is received after insurance makes payment, Warrior Run should take care of the bill.
- IV. EMA Report. Dennis Gruver handed in the monthly report for review, nothing more to report.
- V. Public Concerns. Resident Ruth Little asked about the residency of a Council member. Councilman Steward stated he is a resident of Montgomery; he has given his address information to the authorities that need it.
- VI. Approve January 6, 2020 Meeting Minutes. A motion was made by Clayton Steward to approve; second by Laurel Green. Motion carried.
Approve January 13, 2020 Meeting Minutes. A motion was made by Andrew Onufrak III to approve, second by Laurel Green. Motion carried.
Approve January 20, 2020 Meeting Minutes. A motion was made by Rocky Sanguedolce to approve; second by Andrew Onufrak III. Motion carried.
Approve February 3, 2020 Meeting Minutes. A motion was made by Laurel Green to approve; second by Andrew Onufrak III. Motion carried.

- VII. Approve November 2019 Treasurer's Report. A motion was made by Clayton Steward to approve; second by Rocky Sanguedolce. Motion carried.
Approve December 2019 Treasurer's Report. A motion was made by Rocky Sanguedolce to approve; second by Clayton Steward. Motion carried.
January 2020 Treasurer's Report-Tabled until next months' meeting.
- VIII. Code Enforcement Officer's Report. Victor Marquardt from Codes Inc. was in attendance. Victor reported no zoning or building permits were issued for the months of January and February; four certificates of occupancy were given for the rental properties on Penn Street. Victor explained about the "sweep" of the Borough for Code violations, they would divide the Borough into four sections; hang door hangers, follow up with these, the cost would be approximately \$2000.00 to \$2500.00 dollars, more discussion will be held at the March 2, 2020 work meeting. Victor reported approximately 50-55 citations were issued last year; the Borough received around \$300 for the violations on the Penn Street properties, the magistrate sets fine costs, but the Borough can set a price range for this.
- IX. Solicitor's Report. Atty. Jonathan Dewald reviewed the three resolutions that will be voted on under New Business.
- X. Police Report. Officer Ken Flewelling reviewed the written report. He advised the public to lock vehicles and report anything suspicious they might observe and to have the 911 numbering done on their residence, this would help both Police and Emergency departments. Councilwoman Coles asked if the one-hour parking is being enforced. Officer Flewelling responded to different issues with this. Councilman Onufrak asked about the four traffic citations and if the eleven citations issued were either written or verbal, Officer Flewelling responded as they give more warnings than citations. Victor Marquardt from Codes Inc stated that according to the Property Maintenance Code proper numbering of the properties are required.
- XI. Mayor's Report. Mayor Herb stated at the February 3rd meeting it was mentioned that another agency was interested in buying two of the Police Body cameras, it was decided to sell one of the extras and keep one as a backup, she has not received any response from this other agency as of this date, she also stated that the equipment was ordered to use the body cameras and as soon as this equipment is delivered the Police will be using them. Mayor Herb said this is her 7th year for the Hometown Hero Banners, applications are here at the Borough office, a 15% discount is offered until April 3, 2020 with payment in full; May 16, 2020 will be community yard sales and July 3rd will be the firework display, she would like the Holiday committee to be more involved in this celebration. The Historical Society will meet at 6:30pm on February 20 with the speaker, Everett Smith discussing the "almost" bombing of the Decker Opera House.
- XII. Borough Coordinator's Report. Donna Miller reported on the following:

Donna Miller reported that the contract for the new maintenance garage roof was signed, with installation as soon as weather permits, a street sweeper attachment was ordered from Best Line at a cost of \$6135.00(funding out of the Highway Aid account), delivery approximately four weeks, starting April 1, 2020 brush pick up/drop off will be WEDNESDAY only, with picking up only tree limbs three inches in diameter and below. A compost pile will be looked into with the community garden. Donna Miller also ask the Solicitor for an update on the Comcast renewal agreement, Jonathan Dewald stated he has not reviewed this, she will provide the Solicitor with another copy.

XIII. Committee Report.

- Junior Council-Saige Whipple reported the Student Council will be having a Donkey Basketball game on April 2nd at the Complex, they would like to have a Community team.
- Summer Alive Program: Councilwoman Coles reported no response from Tina Tickle, President Andrews will contact Barb Jarmoska from Summer Alive. .
Dennis Gruver had safety concerns about the “mud hole” that was made at the park, President Andrews will look into this also.
- Montgomery Community Development Committee: Mayor Herb stated the next meeting will be on Thursday, February 27, 2020 @ 7pm here at the Borough office. She would like the Park Committee members to attend.
- Public Works: Streets, Sidewalks, Parking Lots, Water Authority etc.: Donna Miller reported on the Water Authority, the next meeting will be February 20, 2020 at 6:30pm, the new water operator is working well, all the projects(new well sites, Rt 15 water line extension and placement of water line on W. Houston Ave under bridge)are moving ahead.
- Parks/Recreation/Vacant Lots: None
- General Administration/Labor Relations-A meeting is planned the end of February beginning of March.
- Public Safety: Police/Fire/EMA-None
- Budget/Finance Committee-President Andrews stated this committee will be meeting soon.
- Tech Committee-None
- West Branch Regional Authority Representative-Rocky Sanguedolce reported he has attended two meeting, both very informative and growing, hopefully the communication between the Borough and WBRA will be better.
- Holiday Committee-Councilwoman Coles stated the Lions Easter egg hunt will be Saturday, April 4 at 1pm with the 5K race on April 4th starting at 9am. The committee is working on different ideas; house decorating contests, dunk tanks, festivals, community clean up days; the Black Hole Creek fishing derby, hopefully they can get the Revitalize group going again, if anyone has any suggestions please let them know.
- Planning & Development-None
- Vacancy Board Committee-None

- Zoning Board-None
- Planning Commission-None

XIV. Old Business.

President Andrews had a Confidentiality and Non-Disclosure agreement for Dale Brendle to sign, since he does our webpage and emails for the Borough, this was discussed at a previous meeting.

Councilwoman Green had more information about the Brick House Advertising from Muncy in doing our webpage etc., the one time set up fee will be \$350.00; \$9.99 per month or \$119.88 yearly cost. More will be discussed at the next work session of March 2, 2020. Councilman Steward asked if this was the same company as the School uses, it is.

Councilman Sanguedolce thanked the audience for coming and stated a Board member is needed, if anyone is interested.

Councilwoman Green stated she contacted the School about "live streaming", NO student can do this, she did contact the Commissioner office and it was a cost of \$2000.00 for them to "live stream", she also contacted the Jersey Shore School but has not had a response of yet.

Councilwoman Coles stated she had a question from residents on where a "semi" tractor trailer can park when visiting etc., Officer Flewelling responded as he has gotten complaints about "semi's" running. This will be addressed more at the work session meeting.

Resident Ruth Little asked about the "live streaming", will it happen this year, next year; when? Councilwoman Green responded as options are being addressed.

XV. New Business.

1. Resolution 2020-2-11#1 Municipal Records Manuel. A motion was made by Rocky Sanguedolce to approve, second by Shawn Coles. Motion carried.
2. Resolution 2020-2-11#2 Borough's intent to destroy recordings of its meetings following approval of minutes. A question was asked by Resident Jon DeSantis about the destroying of the tapes if a Right to Know request was given; Solicitor Dewald responded if the Right to Know was in the time period, the tape could be asked for. A motion was made by Andrew Onufrak III to accept; second by Laurel Green. Motion carried.
3. Resolution 2020-2-11#3 Authorizing Borough Council's remote attendance at meetings via electronic methods. A motion was made by Laurel Green to accept, second by Rocky Sanguedolce. Motion carried.

A motion was made by Andrew Onufrak III to authorize the Solicitor to start the process of furloughing four (4) of the Police Officers; second by Laurel Green. A question was asked by Resident Ruth Little, as what would happen if an Officer would leave, be sick or unable to work, the furlough officers could be brought back. The department would have one Full time and two Part time officers. A roll call vote was taken, Susan Andrews- abstained due to husband being on the Police force, she will fill out a form stating this; Shawn Coles-No; Laurel Green-Yes; Andrew Onufrak III-Yes; Rocky Sanguedolce-Yes; Clayton Steward-Yes. The vote was four (4) Yes; one (1) No, and one (1) abstain. The motion carried.

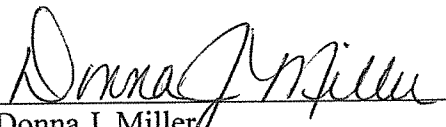
XVI. Public Comments.

Steve Cook, from the Fire Company asked for an Executive session due to personnel issues. Resident Dale Brendle questioned about the fee that Codes, Inc. would charge for the "sweep" of the Borough for Ordinance violations. More will be discussed at the work meeting of March 2, 2020.

Executive Session-Personnel. The meeting was adjourned for Executive session, with no decision after.

XVII. Adjournment. Motion was made by Andrew Onufrak III to adjourn the meeting at 7:37pm; second by Laurel Green. 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
March 2, 2020**

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

- I. Pledge of Alliance-All rose for Pledge of Alliance
- II. Roll Call was taken. Susan Andrews-P, Shawn Coles-P, Laurel Green-P, Andrew "Drew" Onufrak III-P, Rocky Sanguedolce-P, Clayton Steward-P. Also present was Borough Coordinator Donna Miller and Mayor Fae Herb

At this time, President Andrews stated an Executive session was held on February 13, 2020 and one prior to this meeting both for personnel reasons, no decisions were made.

- III. Public Concerns-None

- IV. Old Business:

1. Codes Inspections "sweep". President Andrews and Donna Miller explained that Codes Inspections would divide the Borough into four parts, placing door hangers for the code violations, checking on the violations and then supplying the Borough with names of the residents that did not comply. This would cost approximately \$2000.00 to \$2500.00, Donna Miller reported to hire someone to do this would approximately cost the Borough yearly \$10,000.00; it was decided to keep the code violations on a complaint basis only but more discussion can be done in the future.

2. Website/Web Master. President Andrews stated since Dale Brendle gave his notice from not maintaining the Website; Councilwoman Green received a quote from Brick House advertising from Muncy for hosting and redesigning the website for a one time set up fee of \$350.00 and a yearly fee of \$119.88; they also do the school's website. A motion was made by Clayton Steward to accept Brick House Advertising proposal, second by Rocky Sanguedolce. Motion carried. Resident Ruth Little asked how long it would be until up and running; Councilwoman Green stated not sure, but the process will be started. Allan Bennett asked if someone would know how to update; President Andrews stated she does due to her business; Council will be doing the updates to the website as needed.

3. NIMS for Council. President Andrews reminded all Council they are required to complete the 100 and 700 NIMS training, when completed give a copy of the certificate to Donna Miller.

4. Elect Chairman(woman) for Public Safety Committee. President Andrews asked if anyone was interested in this; Shawn Coles stated she would; Shawn Coles is the Chairwoman.

5. Parking. President Andrews stated there were discussions in the previous meetings about enforcing street and lot parking. Different ideas were discussed about having one- hour parking until 5pm and then after no time limits, Meter

Maid, a Business stamp card??, this item will remain as is with a possibility of more discussion in the future since there is a possibility of a new business coming into the Pharmacy store.

6. Inventory. President Andrews asked for an update on the inventory list from Police and Maintenance departments, this should be done due to insurance reasons. Maintenance is complete and Police will soon be.

Councilwoman Green stated she has been in contact with a representative from DCNR about the skateboard park, this park was put in use in 2003, we must keep the equipment for 25 years, she needed permission to send correspondence to DCNR about a change in use for the park, why it is not being used; when it was closed; we need special permission to change this, the public interest was to change this back into a basketball court. Is the equipment still safe? A consultant must do a site development plan before anything is looked into. She will proceed with this. Councilman Steward stated the Lions club have monies available for public projects, C. Roger McRae suggested about making half of the park into a pickle ball area.

Councilman Sanguedolce made a motion to disband the Police department effective immediately or upon the advice of the Solicitor and send proposal letters to Muncy, South Williamsport and Watsonstown Police departments for coverage; this motion was later rescinded. Councilwoman Coles stated more discussions need to be done to vote on this at the meeting of March 10th; President Andrews stated a Public Safety meeting should be held to hear the Public input; a motion was made by Shawn Coles to send a proposal letter to Muncy, South Williamsport and Watsonstown Boroughs for Police coverage within Montgomery Borough; second by Rocky Sanguedolce. Resident Ruth Little asked how the community would know about this since no website at this time, it will be done through social media. She also thanked Dale Brendle for the service he did on the website. Ruth Little asked Councilman Steward about his Borough residency. Councilman Steward asked why is she asking, and he replied as he is an elector of Montgomery Borough and the correct paper work is given to the correct people. Ms. Little would like a right to know for this information. Also, she asked if background checks were done on Council members, criminal background checks are not required by law, but each Council member fills out an affidavit of residency and a statement of financial interest annually. A roll call vote was taken for the Police coverage proposal letters; Susan Andrews-no; Shawn Coles-yes; Laurel Green-no; Andrew Onufrak III-yes; Rocky Sanguedolce-yes; Clayton Steward-no, this resulted in a tie vote of 3 yes and 3 no, Mayor Herb cast the tie breaker vote of yes for the proposal. Motion carried. A Public Safety meeting will be held on Monday, March 23, 2020 at 6:30pm to have the Public input.

V. New Business:

1. Hearing Date for Loundermill Hearing. President Andrews stated letters of intent to furlough four Police Officers went out and one Officer is requesting a hearing. This hearing will be held on Monday, March 9, 2020 at 6:30pm at Borough hall, if okayed by the Solicitor.

2. Interviews for vacant Council seat. Allen Bennett, C. Roger McRae, Craig A.

Miller were interviewed for this position, Margaret Mathis had to leave due to an emergency at home. Various questions were asked to each, Councilman Sanguedolce thanked all for sending in their letters of interest; nominations were opened: Clayton Steward nominated C. Roger McRae, second by Rocky Sanguedolce; Shawn Coles nominated Craig A. Miller and Andrew Onufrak III nominated Allan Bennett; nominations closed. A roll call vote was taken for C. Roger McRae; Susan Andrews-No; Shawn Coles-Yes; Laurel Green-No; Andrew Onufrak III-No; Rocky Sanguedolce-Yes; Clayton Steward-Yes; this resulted in a tie vote, 3 yes, 3 no; Mayor Herb stated she was impressed with all the letters, but with the interviews she casted her vote for C. Roger McRae; C. Roger McRae is our new Council member.

Councilman Onufrak stated about the Park Committee and CDC working together on a Park clean-up day, to get the process started, what resources does the Borough have, what donations are needed etc.; some interest was been from the 8th grade at Montgomery School, the students would be covered under the school insurance since this would be a school function but the Borough would still need a certificate stating the Borough as an additional insured. Ruby Sanguedolce commented on the Black Hole Creek Watershed clean up; this was usually around Earth Day and the landfill would offer a "free" dump day, more information will be looked into for this. The children who participate in this would be required to have their own adult supervision. President Andrews suggested it would be a good idea if all Council would have their volunteer clearances, if anyone has them or when they receive them, give a copy to Donna Miller.

VI. Public Comments:

Councilwoman Green has been in contact with the Summer Alive program to have a representative at our next Council meeting.

VIII. Adjournment. A motion was made by Laurel Green to adjourn the meeting at 7:45 pm; second by Andrew Onufrak III. 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
March 10, 2020

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

- I. All rose for Pledge of Allegiance.
- II. Roll call was taken: Susan Andrews-P, Shawn Coles-P, Laurel Green-P, Andrew Onufrak III-P, Rocky Sanguedolce-P, Clayton Steward-P. Also present were Borough Coordinator Donna Miller, Solicitor Jonathan Dewald, Mayor Fae Herb and Junior Council member Saige Whipple and C. Roger McRae.

**President Andrews stated an Executive session was held prior to this meeting and on March 9, 2020 both for personnel reasons.

Resolution 2020-3-10#1-Appointing C. Roger McRae as a Borough Council member with term ending 12/31/21. A motion was made by Rocky Sanguedolce to accept; second by Shawn Coles. Motion carried.

- III. Fire Department Report. No one was in attendance from the Fire department. Mayor Herb stated Steve Cook, EMS Captain, reviewed with her the procedures/precautions that should be taken due to the coronavirus outbreak. President Andrews stated the Chicken bar-b-q was a success and the air packs were purchased, training will take place this week and they will soon be in service.
- IV. EMA Report. Dennis Gruver handed in the monthly report for review, he stated there are no known cases of the coronavirus, but if something would change, the athletic center is the distribution center for injections etc., preparations are in place. Councilman Sanguedolce asked what the Borough can do to help EMA, Mr. Gruver responded the same procedures will be done as when flu shots were given, he stated the best thing to do is WASH HANDS.
- V. Public Concerns.
 1. Kurt Hausammann Jr., the new Director of WBRA was in attendance and introduce himself, if anything is needed call the WBRA office or his cell is 570-506-1155.
 2. Elizabeth DeSantis gave an informational paper about Human Trafficking program the School is having on March 25th at 6:30pm at the High School Library. Also, she reported that the Elementary PTO is having a Duck Drop on Saturday, May 16th from 12-3 at the Bower Street bridge, at Bower street and S. Main Streets the Fire Department will be selling food and other games and activities will be going on for the Public.
 3. Tim Jutsum from E. Houston Ave. asked about the condition of Church alley, Donna Miller will look into this.
 4. Ruth Little asked about the progress of the website, this is being worked on, but no time frame. Councilwoman Coles stated that PSAB operates our website now.

5. Benjamin Ellis stated his complaint with a Police Officer that happened at his residence about parking, he did a formal complaint, Solicitor Dewald responded as this will go through the normal process and Mr. Ellis will be informed of any decisions.
6. Dan Frycklund asked for the Boroughs' support of the 2nd Amendment Sanctuary Ordinance, this will be discussed more at the April 6th work session meeting.
- VI. Approve February 11, 2020 Meeting Minutes. After a correction of Brad Feaster in attendance instead of Brad Harding under the Fire Department report; a motion was made by Clayton Steward to approve; second by Laurel Green. Motion carried.
- Approve March 2, 2020 Meeting Minutes. After a correction of February 17, 2020 for the Executive session instead of February 13, 2020; a motion was made by Laurel Green to approve, second by Clayton Steward. Motion carried.
- VII. Approve January 2020 Treasurer's Report. A motion was made by Andrew Onufrak III to approve; second by Laurel Green. Motion carried.
- February 2020 Treasurer's Report-Tabled until next months' meeting.
- VIII. Code Enforcement Officer's Report. Donna Miller reviewed the written report, with no new zoning and building permits issued.
- IX. Solicitor's Report. Atty. Jonathan Dewald will report under Old and New Business.
- X. Police Report. OIC Winters reviewed the written report. OIC Winters stated that burglaries in the Borough have increased. He would like Council to look into reallocating Police funds that are not being used or used little to possibly support more Police hours. Ex: Sale of SRO vehicle; less fuel is being used; possibly sell two of the four body cameras, with less storage fees, extra tasers, stop sticks, six long guns, the ENRADD system, three speed timing devices, computers and back ups for these and office supplies. President Andrews stated the Public Safety Committee and Budget committees will be meeting and will address these issues.
- XI. Mayor's Report. Mayor Herb welcomed C. Roger McRae as the new Council member. She mentioned the Montgomery Lions 5K race is April 4th starting at 9am, the Easter egg hunt is April 11th at 1pm both events will be at Montgomery Park, This is her 7th year for doing the Hometown Hero banners, applications are on the front counter, she announced this will be her last year for doing this. CDC is participating in the Raise the Region fundraiser, which starts Wednesday, March 11th at 6pm and runs through Thursday, March 12th at midnight. The Historical Society third Thursday event is March 19th, featuring Rock groups from the late 60's, reliving their memories!; May 16th are the Community yard sales, Winefest is Saturday, August 8, 2020, Butch Heim from Lifting Little Lives has 80% of the music and wineries booked, vendor forms are soon ready, they would like 600 glasses this year, one sponsor is for sure with a possibility of another.

Mayor Herb thanked Dale Brendle for operating the website until February 14, 2020 and she also thanked resident Ruth Little for giving back to the community and holding the members of Council responsible for their actions.

- XII. Borough Coordinator's Report. Donna Miller reported on the following: Reminder of brush pick up/drop off will be Wednesday only starting April 1, 2020. Tree limbs can only be 4 foot long and 4 inches round; no leaf pick up in spring-fall only; Due to safety a new apartment front door was ordered and should be installed within the next couple of weeks, street sweeper/brush is ordered and after streets are cleaned WBRA will clean out the storm sewers with their small vac truck, the fans are cleaned at the Park pavilion and the old Christmas decorations are stripped/cleaned and repainted, ready for new. She reported the Borough received a certificate of Appreciation for the support of Toys for Tots. A question was asked about the Borough clean-up day, LCRMS is allowing dumping at no charge for the entire month of April for Municipalities only, not residents, a registration number must be applied for to get free dumping, a specific date and time must be provided to complete this, 8th grade students from MASD was going to help with this clean up.

XIII. Committee Report.

-Junior Council-Councilwoman Coles stated that Saige Whipple is willing to live stream Work Session and Council meetings through Facebook and bring back to Council the public's questions and concerns. A motion was made by Shawn Coles to approve this, second by Rocky Sanguedolce. Motion carried.

-Summer Alive Program: LuAnn Potter stated this will be their 6th year for this, starting June 8, 2020 through July 30th from 8:45am-12:30pm;Monday-Thursday; they will be having "deep cleaning" of the Lodge, they will clean bathrooms weekly and the lodge will be cleaned every Thursday and the refrigerator will be cleaned out every Thursday also. Staff applications are available at summeralive.org; a new leadership program has been added for 6,7 and 8 graders, this will end with a community project; also starting is a Junior Garden club and a Culinary art classes; a grant was received to paint a mural on the concrete wall at the pavilion, this will be done with stencils using pictures of what the children like about Summer Alive; she asked for permission to excess the land across the creek for a wilderness/conservation project; permission was given;30 blue bird houses will be placed throughout the community. Councilwoman Coles thanked the ladies for all they do for this program. Tina Tickle stated last year 3300 breakfast/lunch meals were done, Mike Goetz will be installing a hot water heater at no charge and free maintenance on this, Summer Alive will be paying the Borough \$100 for electric for the months of June and July. Ms. Tickle also asked for permission to install a hand washing station in the kitchen at the enclosed pavilion, Mike Goetz will be doing this free of charge; a motion was made by Shawn Coles to allow the hand washing station; second by Clayton Steward. Motion carried. Tina Tickle also stated the 4th annual chili cook off fundraiser will be held at Riverside on May 9th, raffles will take place, donations are being accepted. President Andrews asked to keep the Council updated.

-Montgomery Community Development Committee: Mayor Herb stated they are

working with the Park Committee and the next meeting will be on Thursday, March 26th at 6:30pm at Riverside.

-Public Works: Streets, Sidewalks, Parking Lots, Water Authority etc.: Chairman Steward stated that maintenance should be done on Church and Gray's Alleys' the repaving/fixing of E. Houston Ave. Donna Miller reported the Water Authority is having a meeting on Thursday, March 12 at 1pm to discuss the water line replacement on E. Houston Ave; also the water line going to Route 15 is placed on hold due to the Commissioner having trouble in selling the land at the golf course; also the grant is in the process for replacing the water line under the W. Houston Ave. bridge. At this time Donna Miller stated that her and Councilman Sanguedolce will be attending a free seminar on grant writing on Thursday, March 12th at Penn College.

-Parks/Recreation/Vacant Lots: Councilwoman Green stated the committee met on February 20th; she received an email from DCNR for permission to turn the skateboard park back into a basketball court, nothing was included about what to do with the equipment. Next meeting will be March 26th at 6:30pm at Riverside with CDC, Public is welcome. Councilwoman Green talked about "rails to trails", community clean up; having a "scraper" Saturday, more will be discussed at the April work session; President Andrews stated the Community garden applications are available, May 1st this will start, several sizes of gardens and raised beds will be available.

-General Administration/Labor Relations-President Andrews would like to get a quote for replacing the Police front door.

-Public Safety: Police/Fire/EMA-President Andrews stated a meeting will be held on Monday, March 23rd at 6:30pm, here at the Borough building.

-Budget/Finance Committee-President Andrews stated this committee will be meeting soon.

-Tech Committee-This will be handled by Brick House Advertising from Muncy PA

-West Branch Regional Authority Representative-Rocky Sanguedolce reported the sewer lateral installation will start to Route 15; any more updates he will pass it on.

-Holiday Committee-Councilwoman Coles stated they would like to have a "Kick off to Summer" activity on May 30th, possible at Henry Hand Drive, with food, music etc., more will be discussed at the April work session. She would like more committees to join this and work together.

-Planning & Development-None

-Vacancy Board Committee-None

-Zoning Board-None

-Planning Commission-None

President Andrews asked each committee to have meeting dates for April, May and June available for the next meeting so advertising can be done.

XIV. Old Business.

1. Vote for President Pro Tem. President Andrews stated this position is vacant due to the resignation of Amber Wilt. Nominations were opened, Andrew Onufrak III nominated Rocky Sanguedolce, this could not be done, Rocky is the

Vice-President; Shawn Coles nominated herself, no other nominations, Nominations were closed. A vote was taken, Motion carried. Shawn Coles is the new President Pro Tem.

2. Comcast Franchise agreement. Solicitor Dewald reviewed this agreement with some changes. Comcast agrees to pay the Borough 5% of the generated revenue, which includes advertising revenue and the Borough has a right to audit the gross revenue. A motion was made by Shawn Coles to accept this agreement with the changes outlined from the Solicitor; second by Rocky Sanguedolce. Motion carried.

XV. New Business.

1. Resolution 2020-3-10#2 Declaring the Borough's intent to destroy achieved recordings of its meetings. Many questions and discussions were held about the different time frames on keeping the tapes due to questions, right to know etc.; Councilman Sanguedolce made a motion to keep the recordings for 90 days before destroying, this motion was later withdrawn, Councilwoman Coles and Councilman McRae suggested about keeping the tapes for three(3) years. A motion was made by Shawn Coles to rescind the existing resolution for the meeting tapes; second by Rocky Sanguedolce. Motion carried. Solicitor Dewald will draft a resolution for the next work session meeting, to amend and restate the existing resolution and for destroying the tapes for a 3-year period starting each January.

XVI. Public Comments.

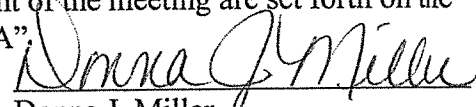
Resident Ruth Little asked about the water and sewer available for the new Sheetz' property on Route 15; Donna Miller replied a new well was drilled and Councilman Sanguedolce responded as the sewer will be run to the site, but the direction after that is still undecided. Councilman Steward asked if the Furloughing of the Police officers was going to be discussed, President Andrews stated no; Solicitor Dewald stated this should be addressed in Executive session.

Executive Session-Personnel. The meeting was adjourned for Executive session at 7:51pm, with a possibility of decision(s) after. The meeting resumed at 8:43pm with no decisions.

Resident Ruth Little asked about the Police Body cameras, Mayor Herb stated they are not running as of yet, the storage needed for them are still 2-3 weeks out, OIC Winters replied as temporary storage will begin soon so the cameras can be used. OIC Winters asked if the proposal letters to South Williamsport, Muncy and Watsonstown for Police coverage were sent, President Andrews stated upon the advice of legal counsel the letters were not sent.

XVII. Adjournment. Motion was made by Laurel Green to adjourn the meeting at 8:45pm; second by Andrew Onufrak III. 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

Montgomery Borough Council
Meeting
April 6, 2020

This meeting was done remotely by Zoom
President Andrews called the meeting to order at 6:30pm.

- I. Pledge of Alliance-All rose for Pledge of Alliance
- II. Roll Call was taken. Susan Andrews-P, Shawn Coles-P, Laurel Green-P, Andrew "Drew" Onufrak III-P, Rocky Sanguedolce-P, Clayton Steward-P. Also present was Borough Coordinator Donna Miller, Mayor Fae Herb and Solicitor Jonathan Dewald.

At this time, President Andrews stated an Executive session was held on March 30, 2020 and one prior to this meeting both for personnel reasons, no decisions were made.

- III. Public Concerns-None

- IV. Old Business:

1. Website/Web Master President Andrews reported that names were taken off of the site by someone, these names are now placed back on, President Andrews also reported that she has been in contact with Brick House advertising, everything should be up and running in the next several days, they will also be doing the emails for Council; she will contact the old website company.
2. NIMS for Council. Two Council members still need to do this, President Andrews will send them the link.
3. Inventory. The Public Works are done and Mayor Herb will check for an update with the Police.
4. Meeting dates for committees. The committees have not scheduled regular meetings as of yet, but a Budget meeting will be done soon, hopefully these will be scheduled after the restrictions are lifted after April 30th, the committees can meet by Zoom.
5. Resolution for meeting tapes-review. Attorney Dewald reviewed the resolution, the resolution will state the Borough will not destroy tapes for a three (3) year time. He also stated this Resolution exceeds the recommendation from the Municipal Records Manuel, which provides for meeting recordings to be destroyed after approval of the meeting minutes. The Borough is going above and beyond with the retention of these recordings. The first reading will be April 14, 2020 at the regular monthly meeting. President Andrews stated any questions on this should be directed to the Borough Coordinator or herself.
6. A motion was made by Clayton Steward to approve reimbursement to Shawn Coles of \$104.49 for one night of lodging for the Boot Camp seminar, second by Laurel Green. Motion carried.
7. President Andrews and Councilwoman Coles gave an update on the Summer Alive program for this summer. As of now, bagged breakfast and lunches will be distributed through a drive-up system, possibly using Coles Coffee as the drive-up

spot.

8. Comcast agreement. Donna Miller stated that a revised Comcast agreement was received, with the changes discussed at a previous meeting, a copy will be sent to all Council for review and voted on at the regular Council meeting of April 14, 2020.

9. Recycle center. A question was asked about cameras at the recycle center, Donna Miller stated with the sewer plant not being there, no electric is available, she would like to move the site to 2nd Street, below the railroad tracks, this was explored before. She will contact the Landfill about this. Mayor Herb asked about placing a gate at the center to defer residents from dumping trash, Donna Miller replied there is really no place to install a gate to stop people from going around it.

V. New Business:

1. Second Amendment Sanctuary Ordinance. Solicitor Dewald reviewed this. A discussion was held to have NO action at all. He recommended a resolution instead of an Ordinance. A motion was made by Clayton Steward to have Solicitor Dewald draft a resolution for the Second Amendment Sanctuary, second by Andrew Onufrak III. Motion carried.

2. "Festival" May 30th. Councilwoman Coles stated this is just a wait-n-see for this and other community events. The Yard Sales of May 16th will be addressed after April 30th. Donna Miller will be having the Maintenance employees place yellow caution tape around the playground equipment.

Councilman Steward stated the Lions club will be handing out Easter treat bags to area children; Shawn Coles will be handing out bags on this Friday.

Councilwoman Green stated she received information about the 2020 CDC Grant Workshop (which was canceled), applications are due in June. Federal monies are available for low/moderate income residents, the Park cannot be considered due to it being in the flood area.


Councilman Onufrak asked about the Police payroll hours in February 2020.

Donna Miller and OIC Winters responded as vacation/ personal time were cashed in. President Andrews will look into this.

VI. Public Comments: Drew Onufrak recognized and thanked Shawn Coles for all the work for children lunches she has been doing through the COVID-19 crisis.

VIII. Adjournment. A motion was made by Andrew Onufrak III to adjourn the meeting at 7:17pm; second by Clayton Steward. 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"-None included, meeting remote by Zoom.


Donna J. Miller
Borough Coordinator

Montgomery Borough Council
April 14, 2020

**Meeting was conducted by Zoom remotely.

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

- I. All rose for Pledge of Allegiance.
- II. Roll call was taken: Susan Andrews-P, Shawn Coles-P, Laurel Green-P, Andrew Onufrak III-P, Rocky Sanguedolce-P, Clayton Steward-P and C. Roger McRae-P. Also present were Borough Coordinator Donna Miller, Solicitor Jonathan Dewald and Mayor Fae Herb.

**President Andrews stated an Executive session was held on April 6th and one prior to this meeting both for personnel reasons.
- III. Fire Department Report. None
- IV. EMA Report. The monthly report was handed in for review.
- V. Public Concerns.
Jonathan DeSantis from Penn Street had questions about the street sweeping, these questions will be addressed to the maintenance department.
- VI. Approve March 10, 2020 Meeting Minutes. A motion was made by Clayton Steward to approve; second by Laurel Green. Motion carried.
Approve April 6, 2020 Meeting Minutes. C. Roger McRae was not included on the roll call, after a correction; a motion was made by Clayton Steward to approve, second by Laurel Green. Motion carried.
- VII. Approve February 2020 Treasurer's Report. A motion was made by Clayton Steward to approve; second by Andrew Onufrak III. Motion carried.
March 2020 Treasurer's Report- Tabled until next months' meeting.
- VIII. Code Enforcement Officer's Report. No report was given.
- IX. Solicitor's Report. Attorney DeWald will report under Old and New Business.
- X. Police Report. OIC Winters was called away for a Police matter, but Mayor Herb reviewed the email that was sent about the treatment of the Police office and cars. Lyco Hot Shots, is the company which is based out of S. Williamsport. After treatment the areas would be safe for 30 days. The cruisers cost would be approximately \$150, if office/hallway/bathroom would be done the estimate cost would be \$300-\$400.00 A motion was made by Clayton Steward to move ahead with this, second by Shawn Coles. Questions were asked by other Council of who the Contractor was and what time frame? as some of the Council did not receive the email. This motion was tabled until more information could be available.

Councilman Steward asked about the maintenance trucks to be done also.

- XI. Mayor's Report. Mayor Herb stated as of now the Winefest in August is still going on.
- XII. Borough Coordinator's Report. President Andrews reported for Donna Miller on the following:
Recycle Center. A discussion was held on moving the recycle center to Second Street, residents voiced their disapproval of this stating of the smell, eye sore, noise and traffic concerns. Councilman McRae stated he contacted the Commissioner's office as to when the recycle site would be reopened, a press release will be published tomorrow. Councilman McRae also stated he has the information about the illegal dumping, he will give this to the Police Department to follow up. There was a discussion about trail cameras at the existing site, Mayor Herb will get talk to the Police Department about them. The cost of a PPL light pole and security camera will be looked into. Some Council suggested about a gate or fence or open at certain times if the center is moved to the new location or at the same location. More information will be compiled and reviewed at the May 4, 2020 work session meeting.
Street Sweeping is going well. Hydrant flushing week of April 20th at evening/night
- XIII. Committee Report.
-Junior Council-None
-Summer Alive Program-Councilwoman Coles stated that the program will start June 1st with bagged breakfast and lunches for the children Monday-Thursday; must register on line for the number of meals needed. More will follow with pick up locations and delivery information.
-Montgomery Community Development Committee-None
-Public Works: Streets, Sidewalks, Parking Lots, Water Authority etc.-
Councilman Steward stated the committee has not met since March 23rd. Water Authority projects are on hold.
-Parks/Recreation/Vacant Lots- President Andrews stated the Community Garden will start now through May 1st, applications are available at the Borough office. Councilman McRae asked about the Skateboard park, if the fencing and equipment could be moved and made the space into half a basketball court and half a pickle ball court. He is willing to donate portable netting and rackets and having residents come to the Borough office to sign out the rackets. Solicitor DeWald stated to ask the insurance agent about the change of use for this.
Councilwoman Green stated she is working with the Tony Hawk foundation on how long the equipment must be here before reselling, donating or moving. She has gotten no response back as of yet. A development plan must be done before any grants can be applied for. A statement was made to just move the equipment for now when the Park is available to be open and do the plan "down the road". Mayor Herb will provide Laurel Green with information that the CDC has on grants. More discussion will be done at the May 4, 2020 work session. Resident Ruth Little asked what could be done with the equipment, Councilwoman Green

responded she is waiting for a response back from the Tony Hawk foundation, who funded the equipment.

-General Administration/Labor Relations-A quote for a new Police office door has not been done due to Contractor not working due to COVID 19.

-Public Safety: Police/Fire/EMA-Councilwoman Coles stated a meeting was held and only two Officers attended; Officers Houseknecht and OIC Winters. OIC Winters reviewed the monthly Police report at this time. He asked about selling the SRO cruiser, the sale of the two body cameras and the extra cell phone to be taken off the plan. Also, he is rescheduling Officers to be on duty at the peak times of calls within the Borough. Muncy Police Department was interested at one time for the cameras, but with them being out of warranty, they would like a sale price given to them. More about the selling of the body cameras will be discussed at the May 4, 2020 work session. Resident Ruth Little asked if all Officers are required to wear the body cameras at all times when on duty, Mayor Herb responded as a directive is posted, OIC Winters stated all Officers were given a copy of the manual and offered training. Officer Houseknecht has completed the on line training and Officer Cassel will complete this at his next scheduled shift. A question was asked about is the Officer(s) reprimanded if not wearing? Councilman Steward asked OIC Winters to give the committee a list of "red flag" change items for the policy. Councilwoman Coles will let everyone know of the next meeting.

-Budget/Finance Committee-None

-Tech Committee-President Andrews stated some of the Police Officers names were removed from the website; but now added back.

-West Branch Regional Authority Representative-None

-Holiday Committee-Councilwoman Coles asked the residents to decorate for Spring and Summer and keep the Borough positive. Councilman Steward thanked the Legion Auxiliary for the Positive Attitude Red Ribbons placed through the town.

-Planning & Development-None

-Vacancy Board Committee-None

-Zoning Board-None

-Planning Commission-None

XIV. Old Business.

1. Comcast Franchise agreement. Attorney DeWald reviewed this with the changes made. A motion was made by Andrew Onufrak III to accept, second by Laurel Green. Motion carried.

2. Resolution 2020-4-14#1 Declaring the Borough's intent to destroy achieved recordings of its meetings. A motion was made by Laurel Green to accept; second by Clayton Steward. Motion carried.

XV. New Business.

1. Resolution 2020-4-14#2 Second Amendment Sanctuary Resolution.

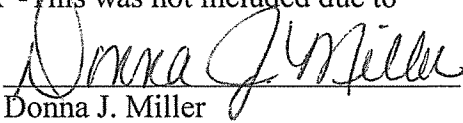
Councilman Steward asked all Council if any questions upon review. A motion was made by Clayton Steward to accept as worded, second by Andrew Onufrak III. Motion carried.

XVI. Public Comments.

President Andrews thanked everyone for their patience tonight with all the technical problems.

XVII. Adjournment. Motion was made by Andrew Onufrak III to adjourn the meeting at 8:11pm; second by Laurel Green. 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"-This was not included due to meeting being done remotely by Zoom.


Donna J. Miller
Borough Coordinator

djm

Montgomery Borough Council
Meeting
May 4, 2020

This meeting was done remotely by Zoom

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

- I. Pledge of Alliance-All recited the Pledge of Alliance
- II. Roll Call was taken. Susan Andrews-P, Shawn Coles-P, Laurel Green-P, Andrew "Drew" Onufrak III-P, Rocky Sanguedolce-P, Clayton Steward-P and C. Roger McRae-P. Also present was Borough Coordinator Donna Miller and Mayor Fae Herb.

At this time, President Andrews stated an Executive session was held on April 28, 2020 and one prior to this meeting for personnel and legal reasons, no decisions were made.

- III. Public Concerns-Resident Ruth Little asked for an update on the Website, President Andrews stated the site should be up and running in the next few weeks. Ms. Little asked Mayor Herb about the Police body cameras, Mayor Herb responded as two Officers have taken the course and one Officer is wearing the cameras, more will be discussed later in the meeting about the sale of the extra cameras. Ms. Little asked President Andrews if the three letters were sent to other departments about providing police coverage, Ms. Andrews responded as to legal issues and labor laws, the Borough cannot seek other coverage at this time.
 - Resident Benjamin Ellis asked what was discussed in the Executive sessions, President Andrews stated the Borough is not required to disclose what was discussed, but they are required to state that the Executive sessions were held.
 - Resident Jenny Hull from Broad Street voiced her concern about the reason of lowering of Police coverage hours, but the increase in crimes. President Andrews stated there has been no conversation of lowering below 60 hours of coverage per week, possibly an increase in hours could be next year. The hours were reduced due to the loosing of the Police coverage of Brady Township. A question was asked to why the cruisers are running while parked, it is due to controlling the temperature for the computer system.
 - Resident Joy Barilla from Broad Street stated she is happy with the street sweeping and the zoom meetings. She also had a question about the Code department, she was instructed to call Codes Inspections. She also questioned the lowering of Police hours due to recent events.
- IV. Old Business:
 1. Website/Web Master President Andrews stated this should be up and running in the next couple of weeks.
 2. NIMS for Council. Councilman McRae stated he should be completing this in a week or so.
 3. Inventory. Both the Public Works Department and Police are finished. These lists will be reviewed with the insurance carrier and with the budget committee.

4. Meeting dates for committees. Public Safety will be meeting Thursday, May 7th and the Budget committee will be meeting in the next 2-3 weeks.

5. Recycle center. Donna Miller stated that Lycoming County Resource Management is not reopening the recycle program yet, but they are having a pop-up recycling event this week Thursday May 7 until Saturday, May 9 from 8-4pm at Penn College Parking Lot and the Kmart parking lot. Prices are being quoted for electric poles at the existing recycle site.

V. New Business:

1. Yard Sales of May 16, 2020. After a discussion it was determined that the Community Yard Sales will be taking place as normal.

2. Park Opening? Montgomery Park will remain closed (equipment and pavilions) until Governor's Wolf places the Borough in the green. Councilman McRae stated he contacted several schools about purchasing the skateboard equipment, the skateboard park was closed due to safety concerns, and with the grant that was received to purchase the equipment the Borough cannot sell the equipment for another seven years. Discussions were held on moving the equipment to one side of the court to open the remaining up for basketball, questions were asked about what could be done to fix the problem, skate at your own risk, fundraisers etc. A quote was received in years prior of \$35,000 to repair. Resident Mark Hull stated there are plenty of other things to do in the park. Councilwoman Green stated that a development plan needs to be done for grants or funding. Resident Jenny Hull stated she would be glad to help with the grant writing. This will be turned over to the Parks Committee for more review. Councilman Sanguedolce invited all to participate and when there is a Council seat available to consider the position. Tina Tickle from the Summer Alive program stated the program will be starting earlier this year on May 26th and running for 10 weeks with 30% more children. The program will be using the park pavilion for storage only this year.

3. Police Body Cameras. Mayor Herb stated that the Muncy Police Department is interested in purchasing two cameras at a price of \$800.00 each. The original price was \$995.00 each, but now the cameras are out of warranty. A motion was made by Andrew Onufrak III to sell two cameras to the Muncy Police department for \$800.00 each, second by C. Roger McRae. Questions were asked about a back- up if something would happen to the two that the department have, President Andrews responded as more will be bought if necessary. Motion carried. A motion was made by Laurel Green to advertise for a Full time Police Chief with the list of requirements discussed in executive session, seconded by Clayton Steward. Discussions were held from residents about promoting within, the benefit of a full-time officer and if background checks are done and if feedback from the community would be considered. The officers that are currently employed by the Borough can apply and background checks are done, the cost for a full time Chief would be the same as now, as the present full time Officer is retiring. Motion carried. Mayor Herb discussed about the sale of the Chevy Impala Cruiser. Councilwoman Coles stated this was discussed at the budget meeting but no decisions were made. This will be discussed more at the Public Safety meeting of May 7th.

Councilman McRae asked about selling the land parcel where the recycle site is being considered, Donna Miller responded as this is in the flood district and the land is contaminated due to the adjacent property.

VI. Public Comments: President Andrews thanked everyone for joining the meeting and the next meeting will be Tuesday, May 12, 2020 at 6:30pm.

VIII. Adjournment. A motion was made by Laurel Green to adjourn the meeting at 7:47pm; second by Andrew Onufrak III. 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"-None included, meeting remote by Zoom.


Donna J. Miller
Borough Coordinator

djm

Montgomery Borough Council
May 12, 2020

**Meeting was conducted by Zoom remotely.

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

- I. All recited the Pledge of Allegiance.
- II. Roll call was taken: Susan Andrews-P, Laurel Green-P, Andrew Onufrak III-P, Rocky Sanguedolce-P, Clayton Steward-P and C. Roger McRae-P. Also present were Borough Coordinator Donna Miller, Solicitor Jonathan Dewald and Solicitor G. Edward Schweikert.

**President Andrews stated an Executive session was held prior to this meeting for personnel reasons.

A motion was made by Laurel Green to accept the resignation of Officer Ken Flewelling; second by C. Roger McRae. Motion carried.

A motion was made by C. Roger McRae to accept the resignation of Councilwoman Shawn M. Coles; second by Rocky Sanguedolce. Motion carried. This resignation was made with regret and hope to see Shawn back in the future.

A motion was made by Laurel Green to accept the resignation of Mayor Fae Herb; second by Clayton Steward. Motion carried.

At this time, President Andrews assumed the Mayor position and Vice President Sanguedolce took over the Council President position and conducted the meeting.

- III. Fire Department Report. Steve Cook reported 26 total calls for the month of April 2020; with 20 Ambulance; 3 Mutual Aid/Fire and 3 Public Assist. Burger Burn will be May 31st at the Carnival grounds, come support your local fire department.
- IV. EMA Report. The monthly report was handed in for review.
- V. Public Concerns.
Resident Joy Barilla stated she is having trouble contacting Codes Inspections, Donna Miller replied as she will look into this, also a concern was made about a property on Broad Street, Donna Miller will look into this also. Resident Ruth Little thanked everyone for what they do and asked to have the two resignation letters read aloud, President Sanguedolce stated at this time no Council had their copies, but the two individuals are free to read the letters. Ms. Little asked about the three letters being sent to area Police departments about coverage, Mayor Andrews stated due to legal issues and labor laws, these letters were not done.

Both Solicitor's commented that Montgomery would have to disband the Police due to financial issues and contract with the PA State Police. Ms. Little stated she has contacted other local Police departments about their neighboring coverage, Council could not comment due to not knowing situation. Resident Jenny Hull stated about a conflict with Susan Andrews moving up to the Mayor position due to the recent resignation. Solicitor Schweikert explained about this and stated this is only a temporary position, the Borough has 45 days to fill this position. A statement was made to why the Solicitor's are talking instead of Council, Councilman Onufrak stated the Council looks to the Solicitor for guidance and for the best interest of Council, it is a state law to have legal counsel present at meetings. Shawn Coles explained why she resigned on Council and thanked area residents. Ruth Little asked about the audio of the zoom meetings, she also stated the Police Department has been "revamping" for the last three years. Resident Allen Bennett asked about looking outside the Police Department for employment. Resident Jon DeSantis asked how many Police Officers does the Borough have?
President Sanguedolce stated that letters of interest for the Council position and the Mayor position can be dropped off at the Borough office or email to Donna Miller.

- VI. Approve April 14, 2020 Meeting Minutes. A motion was made by Laurel Green to approve; second by Clayton Steward. Motion carried.
Approve May 4, 2020 Meeting Minutes. A motion was made by Laurel Green to approve, second by Clayton Steward. Motion carried.
- VII. Approve March 2020 Treasurer's Report. A motion was made by Clayton Steward to approve; second by Laurel Green. Motion carried.
April 2020 Treasurer's Report-Tabled until next months' meeting.
- VIII. Code Enforcement Officer's Report. No report was given.
- IX. Solicitor's Report. None
- X. Police Report. None
- XI. Mayor's Report. None
- XII. Borough Coordinator's Report. Donna Miller reported on the following:
 - 1. New Maintenance Garage roof. The roof is installed and looks great.
 - 2. Water line on E. Houston Ave. The main line should be completed by the end of this week and then service lines will be installed.
 - 3. Street Sweeper. The street sweeper is available through West Branch Regional Authority, a time will be set up in the next several weeks. The Boroughs' sweeper/ brush is still being used.
- XIII. Committee Report.
 - Junior Council-None
 - Summer Alive Program-Tina Tickle reported that the program will start May 26; with food being prepared at Clinton Twp. Vol Fire Dept; the registration is going

well, with 105 children signed up, the program will be using our park pavilion for storage only for no charge, they must do food distribution only due to COVID 19, even if the state would be in the green, the program still could not open up due to the change in liability coverage.

-Montgomery Community Development Committee-None

-Public Works: Streets, Sidewalks, Parking Lots, Water Authority etc.-

Councilman Steward stated the E. Houston Ave water project is going well.

-Parks/Recreation/Vacant Lots-None

-General Administration/Labor Relations-None

-Public Safety: Police/Fire/EMA-None

-Budget/Finance Committee-None

-Tech Committee-The website should be up and running in the next couple of weeks.

-West Branch Regional Authority Representative-Rocky Sanguedolce reported that the E. Houston Ave is moving forward.

-Holiday Committee-Shawn Coles stated that possibly there will be a General Community clean up on this Thursday or Friday, she will be providing the gloves with the Borough providing the bags and help with pick up. President Sanguedolce asked everyone that was in attendance to please get involved.

-Planning & Development-None

-Vacancy Board Committee-Rocky Sanguedolce asked everyone attending to please get involved as the Borough has two openings, one for Council and one for Mayor. The resident must have residency for one year and registered to vote with no felonies in background to hold an office.

-Zoning Board-None

-Planning Commission-None

XIV. Old Business.

1. Recycle Center. Borough Coordinator Donna Miller stated a quote was received from PPL for placing poles to the existing area at a cost of \$5 to \$6 thousand dollars. She stated three options are available: 1. Keep the existing site; 2. Move the site to the proposed location or 3. Remove and go to neighboring sites or at the landfill. After a discussion; a motion was made by Laurel Green to keep the existing site; second by C. Roger McRae. Motion carried.

2. Montgomery Park. Borough Coordinator Donna Miller stated that the Park and the pavilions are closed until the Governor states our community is in the green zone. Councilman McRae stated he is in the process of moving the skateboard equipment and making the remaining area into basketball court etc. Any resident that is interested in helping with this, please contact Roger or the Borough office. Councilman Onufrak stated a fund raiser was held at the Riverside Roadhouse with \$500 being raised, Devin O'Rourke(owner) stated he would match this. A proposal to reseal the skateboard park was received.

XV. New Business.

1. Resolution 2020-5-12 West Houston Ave Sewer upgrade. Donna Miller reviewed this resolution, as this is for the sewer line upgrade in the portion of the Borough on W. Houston Ave. at no charge. A motion was made by Clayton

Steward to accept this as printed; second by C. Roger McRae. Motion carried.
2. Retirement of Officer Jeff Houseknecht. A motion was made by Clayton Steward to accept; second by Laurel Green. Motion carried.

Councilman Steward made a motion to appoint Officer Mark Cassel as OIC until a Full-time Chief is hired. The current OIC is on paid Administrated leave until an investigation if completed, this is not a public matter, it is personnel. Attorney DeWald stated as this is the duty of the Mayor and no motion is needed. Various questions and comments were made from residents about the current issues with the Police department and why the Borough is unable to keep Police, if the Borough has enough Officers, Councilwoman Green stated that a Full time Police Chief is being advertised, to take the replacement of the one full time Officer that is retiring. A question was asked to why the Borough is paying for two Solicitor's and how long this has been going on? Mayor Andrews replied as to a conflict with our regular Solicitor with personnel issues another Solicitor had to be hired. Another question was asked to why the recent settlement was paid out of pocket instead of insurance. President Sanguedolce replied to some of these issues, stating this is personnel issues and the Council cannot discuss them. Councilman Steward asked about hiring an interim Police Chief until a new one is hired. Both Solicitor's recommended that the Police Chief position be advertised and interviewed, but Council can promote from within. A motion was made by Clayton Steward to appoint Officer Mark Cassel as the interim Police Chief for 20 hours per week until a new 40 hour per week Police Chief is hired; second by Laurel Green. A roll call vote was taken, Laurel Green-Yes; C. Roger McRae-Yes; Andrew Onufrak III-No; Rocky Sanguedolce-Yes; Clayton Steward-Yes. Four yes votes; one no vote. Motion carried.

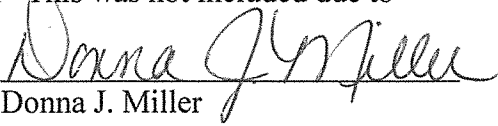
XVI. Public Comments.

Councilman McRae suggested the parcel of land on Second Street that was being considered for the recycle center, to plant evergreen trees there, with possibly using that as the Borough's Christmas tree. This will be looked into.

Resident Ruth Little asked how long the Police Officer will be out on paid leave, and what the new part time Police Chief would be doing, all paper work or patrolling? A question was asked about the use of the Police body cameras, if they are being worn. A resident asked about the residency of a current Council member; Solicitor DeWald stated all the inquires have been turned over to the District Attorney and Attorney General. Statements were made by residents about the temporary Mayor position of Susan Andrews as this is a conflict with her husband being on the Police Department, it was stated that in a prior meeting, Ms. Andrews stated she would step aside. Solicitor Schweikert stated under Borough Code, Susan Andrews can step into this temporary position. Residents were asking about the minutes to the previous meetings and the 2020 budget, they were instructed to contact the Borough office and copies will be made, since the website is not up and working.

XVII. Adjournment. Motion was made by Laurel Green to adjourn the meeting at 8:03pm; second by Clayton Steward. 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"-This was not included due to meeting being done remotely by Zoom.


Donna J. Miller
Borough Coordinator

djm

**Montgomery Borough Council
Meeting
June 1, 2020**

This meeting was done remotely by Zoom

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

- I. Pledge of Alliance-All recited the Pledge of Alliance
- II. Roll Call was taken. Temporary Mayor Susan Andrews-P, Laurel Green-P, Andrew "Drew" Onufrak III-P, Rocky Sanguedolce-P, Clayton Steward-P and C. Roger McRae-P. Also present was Borough Coordinator Donna Miller.

At this time, President Sanguedolce stated an Executive session was held prior to this meeting for personnel reasons, no decisions were made.

- III. Public Concerns-Resident Shawn Coles stated about all the speeding on Main Street and if the unused cruiser could be placed on the street, or a flashing speed sign, these items were looked into before, but nothing was followed through. She also asked if the curfew is being enforced and she sees the Police cars in front of the office and no patrolling.

IV. Old Business:

1. Website/Web Master. Mayor Andrews stated a problem was with PSAB paperwork, but the site should be up and running in the next 24-48 hours.
2. Questions were asked about the paving quotes that were received, Donna Miller replied she did receive quotes, but nothing has been done. A question was asked about the E. Houston Ave water line, she replied as completion should be in mid-July.
3. A motion was made by Andrew Onufrak III to increase the pay \$2.00 per hour for Interim Police Chief Mark Cassel, retroactive from May 12, 2020, second by Laurel Green. Motion carried. A question was asked to why this is, this is per the Police contract. Resident Shawn Coles asked if the Police Chief would be street patrolling or doing paperwork, Mayor Andrews replied it would depend upon what was going on.

V. New Business:

1. Resignation of Officer Raymond O. Kontz III. A motion was made by Andrew Onufrak III to accept; second by Laurel Green. Motion carried.
2. Tax Resolution 2020-6-1; Extending the Face Value period for payment of Real Estate Taxes until August 31, 2020. A motion was made by Clayton Steward to accept; second by C. Roger McRae. Motion carried.
3. Fireworks-July 3, 2020. Fireworks will be scheduled as normal with social distancing being done.
4. Montgomery Park. On Friday, June 5, 2020 when the state goes green the Park and Little League Park will be open with social distancing. President Sanguedolce thanked Councilman McRae, Onufrak and Councilwoman Green for all the work

they have been doing in reopening the skateboard park. Councilman Onufrak stated the skateboard park will be condensed for space for two pickle ball courts and two basketball courts. Councilwoman Green stated that the CDC have been collecting funds and donations for this, more updates will be in the next month. Councilman McRae also stated a volleyball net (donated by Mark Hull), will be placed in the grassy area at the Park. Resident Jon DeSantis thanked all for all they are doing with little expense.

5. The Borough office will be open starting when the County goes into the green phase with restrictions of social distancing with mask required with only two customers at one time.

6. Mayor Andrews stated that National Night Out has been moved to October 6, 2020. A motion was made by Andrew Onufrak III to accept this date, second by Laurel Green. Motion carried. A motion was made by Andrew Onufrak III to spend up to \$250.00 for this; second by Clayton Steward. Motion carried.

7. Councilman McRae stated the suggestion that was given for removing the tree stump that is at the circle at the Park, and planting an evergreen tree there to be used as the Borough Christmas tree and placing the Santa house at the Park, so less confusion at the time of the Christmas parade. Donna Miller will get pricing for removal of the tree stump.

8. No new updates were given for the returning of the recycle bins.

9. Councilwoman Green stated the Park and Recreation committee will be meeting Thursday, June 11 at 6:30pm at the Riverside Roadhouse. She invited everyone and the Montgomery CDC to join the meeting.

10. Council/Mayor Interviews. At this time interviews were conducted to fill the Council vacancy. Allen Bennett, Joy Barilla and Beverly Koziol were asked to tell about themselves and why they want to be on Council and their decision making. President Sanguedolce thanked each one for their interest. Nominations were open for the vacant Council seat. Andrew Onufrak III nominated Allen Bennett; Clayton Steward nominated Beverly Koziol; and Rocky Sanguedolce nominated Joy Barilla. Nominations were closed. A roll call vote was taken for Allen Bennett; Laurel Green-Yes; C. Roger McRae-No; Andrew Onufrak III-Yes; Rocky Sanguedolce-Yes and Clayton Steward-Yes. The vote was four yes and one no, Allen Bennett is the new Borough Council member.

The decision for Mayor was tabled due to poor internet conditions, but will be done within the week.

VI. Public Comments: Councilman Onufrak stated that Council is aware of the problem with motorcycles and mopeds on Broad Street, a fact sheet was distributed about this, Joy Barilla asked if this pertained to helmets also, this would be a Police question. Resident Shawn Coles stated about the speeding on Main Street, no public interaction with the Police Department and problem with open containers coming from local establishments. President Sanguedolce realizes there is a problem and it is being discussed on how to fix these. Councilman Onufrak stated the Public concerns and comment sections of the meetings are getting out of control and he thanked Shawn Coles for addressing problems within the Borough.

VIII. Adjournment. A motion was made by Andrew Onufrak III to adjourn the meeting at 7:38pm; second by Laurel Green. 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"-None included, meeting remote by Zoom.


Donna J. Miller
Borough Coordinator

djm

**Montgomery Borough Council
Meeting
June 4, 2020**

President Sanguedolce called the meeting to order at 7:00pm.

- I. Pledge of Alliance-All rose for Pledge of Alliance
- II. Roll Call was taken. Laurel Green-P, C. Roger McRae-P, Andrew Onufrak III-P, Rocky Sanguedolce-P and Clayton Steward-P. Also present was Borough Coordinator Donna Miller, Edward Alexander and Mark Nunn.
- III. Public Concerns. President Sanguedolce stated this meeting was scheduled for Mayor interviews only, if any other concerns they will be addressed at the regular monthly meeting on June 9, 2020.
- IV. New Business:
Mayor Interviews. President Sanguedolce thanked and appreciated the two residents for their interest in the Mayor position. Both Edward Alexander and Mark Nunn introduced themselves and stated why they were interested in the Mayor position. Council asked each various questions as to ideas they have, changes to be made, their management style, working together and time availability. President Sanguedolce opened nominations for the Mayor position. Andrew Onufrak III nominated Edward Alexander; Clayton Steward nominated Mark Nunn. Nominations were closed. At 7:30pm, Council entered into Executive Session to discuss this item, the meeting will resume with decision made. A motion was made by Laurel Green to resume the meeting at 7:35pm; second by Clayton Steward. Motion carried. A roll call vote was taken for Mayor as follows: Vote for Edward Alexander: Laurel Green-Yes; C. Roger McRae-Yes; Andrew Onufrak III-Yes; Rocky Sanguedolce-Yes; Clayton Steward-Yes. The vote was five yes and zero no. Edward Alexander is the Montgomery Borough Mayor for the term ending December 31, 2021. President Sanguedolce thanked Mark Nunn for his interest and would like to see him in the future.
- V. Public Comments: None
- VI. Adjournment. A motion was made by Andrew Onufrak III to adjourn the meeting at 7:38pm; second by Laurel Green. 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