

Montgomery Borough Council
August 11, 2020

**Meeting was conducted in house and 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, Allen Bennett-P, Laurel Green-P, C. Roger McRae-P, Andrew Onufrak III-P, Rocky Sanguedolce-A (arrived at 6:35pm) and Clayton Steward-P. Also present were Borough Coordinator Donna Miller, Solicitor Jonathan Dewald and Mayor Edward Alexander.

*President Andrews stated no Executive session was held since last meeting.
- III. Fire Department Report. Steve Cook reviewed the July report; with 24 total calls; 15 Ambulance, 2 Public Assist and 7 Fires. A Chicken Bar-b-q will be held on Sunday, August 30th from 11am until sold out. One member will start the EMT class at the end of the month; four members have completed the Hazmat training; three members will be starting the drivers training class in two weeks. No date was given at this time for a safety meeting with Council.
- IV. EMA Report. The monthly report was handed in for review, Dennis Gruver had nothing more to report.
- V. Public Concerns. Resident Fae Herb asked about the live streaming equipment, that it is hard to hear and also to see the Council. She stated this violates the Sunshine Law; Solicitor Dewald stated this does not since this does not count towards the quorum. She also stated to have the Police Department do the Borough Code violations since their patrol area has decreased. Ms. Herb asked where the rest of the tree vitalization monies are since only 100 out of the 125 trees were purchased for the 125th year anniversary of the Borough.
- VI. Approve July 14, 2020 Meeting Minutes. A motion was made by Allen Bennett to approve; second by Clayton Steward. Motion carried.
Approve August 3, 2020 Meeting Minutes. A motion was made by Laurel Green to approve, second by Allen Bennett. Motion carried.
- VII. Approve July 2020 Treasurer's Report. Tabled until next months' meeting.
- VIII. Code Enforcement Officer's Report. None
- IX. Solicitor's Report. Solicitor Dewald had nothing more to report.
- X. Police Report. Police Chief Cassel reviewed the written report for July. The

Policy and Procedure Manual on the “use of force” is completed and given to the Solicitor for review and approval. He also reported the recall parts for the cruiser are not in yet. He read a letter stating that no evidence was found against Councilwoman Laurel Green and Councilman Andrew Onufrak III; from what was stated in the recent Penn Live article from former Officer Eric Winters.

- XI. Mayor’s Report. Mayor Alexander reported the hiring of a full time Chief is placed on hold due to Officer Houseknecht’s retirement is on hold.
- XII. Borough Coordinator’s Report. Donna Miller reported on the following:
1. Water line on E. Houston Ave. Donna Miller reported paving should be by the end of August.
 2. Flashing speed limit sign. A speed limit sign was placed at the intersection of S. Main Street and W. Houston Ave. the week of August 3, 2020 at no charge. This sign will be placed at the end of Montgomery Street/School House Road the week of August 31 thru September 4, 2020.
 3. Department of Agriculture. This grant/loan of possibly \$35,000 was submitted for new equipment.
 4. The Evergreen tree to be used for the Christmas tree will be planted in September or October; depending on weather conditions.
 5. The security camera placed at the park pavilion was readjusted to look at the skateboard park, no new camera is needed.
 6. The Water Authority had to replace the pump and motor at Well #4
 7. Donna Miller reported the two American Flags placed in the flower pots in front of the Borough office have disappeared. She would like them returned.
- XIII. Committee Report.
- Junior Council-President Andrews stated she is ready to approach the School about this, the term would be September 8, 2020 thru August 31, 2021, this student would be involved in all meetings except for Executive Session.
 - Summer Alive Program-None
 - Montgomery Community Development Committee-Steve Cook stated they have been involved with the Skateboard park and ready to help with more projects.
 - Public Works: Streets, Sidewalks, Parking Lots, Water Authority etc.- Councilman Steward stated the committee is working on the Borough Code Enforcement violations with cleaning up the streets and sidewalks with cars parked on sidewalks and items on the walks.
 - Parks/Recreation/Vacant Lots-Councilwoman Green stated the next meeting will be August 27 @ 6:30pm at the Riverside Roadhouse. Councilman McRae stated the fiberglass backboards have arrived, which were donated by Riverside Roadhouse; a new pole and some minor equipment must still be purchased. Councilman McRae has purchased a complete pickle ball set, they are still working on a sign in sheet/location for equipment.
 - General Administration/Labor Relations-A meeting will be held in the next few weeks.
 - Public Safety: Police/Fire/EMA-Councilman Steward had nothing more to report

other what was previously reported.

-Budget/Finance Committee-A meeting is Thursday, August 13th at 8am, with one every Thursday morning. Discussion was held on selling the Impala Police cruiser to Montgomery School; the blue book value is approximately \$4000.00 to \$6500.00 for the car alone; Chief Cassel will provide an estimate of the equipment cost that is included before approaching the School. The monies of the sale would be placed back into the Police budget.

-Tech Committee-Councilman Bennett brought quotes for a new laptop, web cam and microphones for the use of the Borough for the on line meetings. The cost for all three would be approximately \$682.00. Discussion was held on refurbishing an existing laptop. A motion was made by Laurel Green to purchase the wireless microphone and the wide-angle web cam and wait to purchase a laptop if needed; second by Clayton Steward. A roll call was taken: Susan Andrews-yes; Allen Bennett-yes; Laurel Green-yes; C. Roger McRae-yes; Andrew Onufrak III-yes; Rocky Sanguedolce-yes; Clayton Steward-yes; Vote was seven yes; Motion carried.

-West Branch Regional Authority Representative-Rocky Sanguedolce had nothing new to report.

-Holiday Committee-Chairman Steward stated the Christmas decorations are ready to be redone, Donna Miller will contact the volunteers to see if interested in doing this.

-Planning & Development-President Andrews stated that Vice President Sanguedolce attended a remote County Bridge meeting, the bridge between the Carnival grounds and Little League will be replaced from the County; no exact date as of yet.

-Vacancy Board Committee-None

-Zoning Board-None

-Planning Commission-None

XIV. Old Business.

1.Live Streaming-Equipment. This was discussed under the Tech Committee report.

2.Borough Codes Enforcement. Discussion was held on hiring someone to enforce the Borough Codes at approximately 12 hours per week-April thru October at \$12 per hour. The months of November thru March would be on an as needed basis. This person would need to have a valid driver's license, as a Borough vehicle would be used. Councilman Onufrak asked the Police Department about doing this, their response was they had other Police items to be done. This position would start in April 2021 and placed in the 2021 Budget. A motion was made by Clayton Steward to advertise for this position; second by Andrew Onufrak III. Motion carried.

Councilman McRae stated he looked at the trees on S. Main Street for the overgrowth and root problems. Donna Miller stated she contacted Smith's Tree Service to give an estimate on trimming.

President Andrews stated the National Night Out of October 6, 2020 has been canceled.

Councilman McRae asked for an up-to-date figure on the legal fees. President Andrews stated as of July 31, 2020 it is \$37,500.00.

XV. New Business.

1. Non-Retirement-Police Officer. President Andrews stated Officer Houseknecht will be staying on with his full-time position.

President Andrews stated the September work session will be held on Tuesday, September 1, 2020; due to the Holiday.

XVI. Public Comments.

Clayton Steward stated the Lions Club 5K race will be held on September 12, 2020 starting at 9am with a Community Day festival to follow; the Susquehanna Boat Club will be holding a Pig roast and corn hole tournament on September 5, 2020 starting at 12 noon.

C. Roger McRae and Susan Andrews stated about having a recognition day for the skateboard park on September 12th, Susan Andrews suggested having this in Spring 2021 so everything would be done.

Resident Fae Herb asked if the previous discussion about the Little League bridge was included in the \$13,000 for the County, it is. She also stated that she filed a complaint on May 19, 2020, at the June 9, 2020 Borough Council meeting President Andrews stated it was sent to the DA's office but she did not know the exact date, but stated she would get back with Ms. Herb. Ms. Herb stated she has not heard anything from her, President Andrews apologized for this. Ms. Herb wants a reply within 48 hours. **

Brad Harding from Montgomery Fire Company stated he would like something done with the tractor trailers parking on Borough streets. After a discussion, Solicitor Dewald was instructed to amend the Borough's existing no parking ordinance for tractor trailers to include all Borough streets, Attorney Dewald will have this for the next work session.

XVII. Adjournment. Motion was made by Andrew Onufrak III to adjourn the meeting at 7:22pm; second by Allen Bennett. 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

**After the meeting was adjourned President Andrews verbally told Fae Herb the date was June 1, 2020 that the complaint was sent to the DA's office. Ms. Herb accepted this.

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

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

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

At this time, President Andrews stated no Executive session(s) have been held.

- III. Public Concerns: None

- IV. Old Business:

1. Skateboard Park. Councilwoman Green stated a meeting was held Thursday, August 27th, Councilman Onufrak stated he contacted the Montgomery School Art class about making a sign for the rules of the skateboard park, no response from the Principal as of this meeting. A lock box is needed to store all the equipment for the activities, if anyone would have a donation of a pickup tool box would be appreciated. The donated backboards are being kept; a new pole is needed. Councilwoman Green stated the Police have been patrolling and talking to the children about safety. Councilman McRae asked the residents to please use the trash cans and no glass bottles etc. inside the fence.
2. & 3. Social Media Policy, Sexual Harassment Policy. Both of these items were tabled to a later time, until the Policy and Procedure Manual is complete.
4. Live Streaming Equipment. Councilman Bennett stated the new camera and microphones are working well, a new laptop needs to be purchased, as the old existing ones are not usable to do the live streaming. He asked if anyone that is zooming and having any issues please respond.
5. PennDOT sign on Montgomery Street. Donna Miller reported that a flashing speed limit sign was placed at the end of Montgomery Street on Monday, August 31st and will remain there until Friday, September 4th at no charge.
6. Update on No parking Ordinance for tractor trailers on all Borough streets. No new update.

- V. New Business:

1. Purchase a Kubota zero turn mower. Donna Miller stated a quote was received for a new Kubota mower from CH Waltz and Sons for \$14,000.00. This purchase would be this year and would be split 80% to Borough and 20% to Water, due to more mowing for the Borough. The Borough's portion would be taken out of the Act 13 funds. This will be discussed with the Water Authority at their September monthly meeting.

2. Chipper/Shredder from the Wayne Twp. landfill. Donna Miller reported that a surprise inspection was done last week at the drop off site from DEP, everything looks good, they are pleased that we are not accepting yard and garden debris. A chipper/shredder from the Wayne Twp. landfill will be here the end of February 2021 (weather permitting) to chip the tree limbs to be used for mulch. The cost would be approximately \$3500 to \$4000 depending on the length of time the machine is here. This mulch would then be sold to the residents.

Councilwoman Green stated the Montgomery Lions will be holding the 5K race/walk on Saturday, September 12th starting at 9am at the Montgomery Park, with a festival starting at 1pm with craft/food vendors and live bands. Social distancing guidelines will be followed.

Donna Miller reported that two volunteers have restrung two Christmas decorations, with more to be done. Council stated the decorations look good. Donna Miller also reported that Chief Cassel and her are working on a "Women's Self-Defense" class for some Saturday morning at the Montgomery Park, free of charge. This will be conducted by the Police Chief of Harleton, PA. An information flyer will be posted to collect any interest.

Councilman McRae asked about the evergreen tree to be planted at the Park to be used as the Christmas tree. Donna Miller replied due to the recent weather conditions, she is holding off on planting one until possibly the end of September or early October. Resident Shawn Coles asked if she was on the Holiday committee, she is and Donna will inform her when more work is being done on the Holiday decorations. Shawn Coles also asked if it would be a problem if she would clean the street lights on Main Street. Donna Miller replied as she is having the trees trimmed on the street, so she should wait until that is done.

Donna Miller stated the Girl Scouts will be doing the Christmas tree decorations again this year.


Councilman McRae asked about an update on the markings of the Police cruiser. President Andrews replied as Chief Cassel was waiting on Penn College to start classes to contact the students about doing this.

Councilman Sanguedolce stated if any citizen is willing to help with clean up etc. within the community, there should be no problem in doing this.

VI. Public Comments: None

VIII. Adjournment. A motion was made by Allen Bennett to adjourn the meeting at 6:50pm; 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