

**Montgomery Borough Council**  
**September 8, 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-A, Laurel Green-P, C. Roger McRae-P, Andrew Onufrak III-P, Rocky Sanguedolce-P and Clayton Steward-P. Also present were Borough Coordinator Donna Miller and Solicitor Jonathan Dewald.

At this time, Donna Miller held a moment of silence for the families of Norm Kobbe and Joanne Gruver. Norm has served in the Montgomery Lions for years and Joanne is the wife of Leslie Gruver of the Montgomery EMA.

\*President Andrews stated no Executive session have been held.

- III. Fire Department Report. None
- IV. EMA Report. The monthly report was handed in for review, Dennis Gruver had nothing more to report. Donna Miller read a letter from Dennis Gruver, as he is stepping down from the EMA Coordinator after 50 years of service as of December 29, 2020 and he is recommending his son, Greg Gruver for this position. A big thank you and a round of applause was given to Dennis at this time. A motion was made by Laurel Green to accept Dennis Gruver resignation as the EMA Coordinator effective as of December 29, 2020; second by Clayton Steward. Motion carried. At this time, a motion was made by Rocky Sanguedolce to appoint Greg Gruver to this position as the EMA Coordinator; second by Andrew Onufrak III. Motion carried. Resident Fae Herb stated by zoom, this was an excellent choice. Councilman Onufrak asked if the EMA or Police are doing anything for the 911 motorcycle run, this is canceled but some motorcycles are still participating. Dennis Gruver stated EMA follows the Governor's orders, but the Fire Police are called from the local Police department. Chief Cassel stated they are not allowed to close the streets or do anything to facilitate the ride and the Mayor would have to approve more patrolling hours for this.
- V. Public Concerns.  
Gary Yocum from Kinsey Street stated the proposed ordinance for the truck parking should have weight limits included in the Ordinance. Council discussed this, and this will be reviewed with the best language placed in the Ordinance. Ruth Little thanked the Council for getting the Skateboard park up and running. She stated that some children have been sent home from the Police officers due to no helmets on, but some have not. Do we know anyone to donate helmets?? She would be willing to hand out the helmets. She wanted to know how many Police

officers are “on the books”, four total; 1 full time and 3 part time; the website needs to be updated with the correct names. She stated the Solicitor fees as of August is \$53,024.63, she stated 90% of these fees are from the Police department, she asked if any individual representation was included, the response was no. Ms. Little wanted to verify the coverage of 60 hours per week, that is correct. She stated that the monies used for legal fees could be used for more Police hours. President Andrews stated that is correct but when grievances and law suits are filed, these must be addressed. She asked for an update on the hiring of a Police Chief, this was settled in the August 11, 2020 meeting, as the retirement of a Police Officer was placed on hold, so the hiring of this position was placed on hold. She asked about the speeding of money to mark the unmarked Police cruiser, it was stated so it would be more visible and the most economical choices are being explored. Chief Cassel answered her question(s) about the Police call on Penn Street, that involved Muncy Police being there. Shawn Coles asked the Police department if they view their cameras due to the drug activity she has been witnessing on Main Street, she was instructed to dial 911.

Angie Adams stated there is a curfew in Montgomery of 11pm.

- VI. Approve August 11, 2020 Meeting Minutes. A motion was made by Andrew Onufrak III to approve; second by Laurel Green. Motion carried.  
Approve September 1, 2020 Meeting Minutes. A motion was made by Andrew Onufrak III to approve, second by Laurel Green. Motion carried.
- VII. Approve July 2020 Treasurer’s Report. A motion was made by Laurel Green to approve; second by Andrew Onufrak III. Motion carried.  
Approve August 2020 Treasurer’s Report. Tabled until next month’s meeting.
- VIII. Code Enforcement Officer’s Report. None. Donna Miller reported that the complaints that she has been sending to Codes Inspections are being addressed. Councilman Onufrak asked if the hiring of a Borough Codes person, is worked in the budget for next year, the response was yes and Donna Miller stated she will advertise after January 1, 2021 for this position.
- IX. Solicitor’s Report. Solicitor Dewald reviewed the proposed Ordinance change for street parking on Borough streets. More information and review by Council needs to be done.
- X. Police Report. Police Chief Cassel reviewed the written report for August. He also reported the Kid Sense prescription drug drop off kiosk has been ordered, with shipping in October and the traffic flow at the school for the first week went well. Chief Cassel also provided a Public Safety Release about the 9-11 Motorcycle ride. This ride has been canceled due to the required permits were not obtain from PennDOT. As a result, any motorcycle/ride events scheduled to occur on or around 9-11 are NOT sanctioned. Councilman McRae asked about an update on doing markings on the Explorer, and suggested using the two older vehicles and

saving the Explorer. He also mentioned that the 60 hours of patrolling the Police are doing are at the key times of the day/night. Councilman Onufrak thanked Chief Cassel for the report, it is very informative. President Andrews thanked Chief Cassel for changing hours for the first week of school and working with the SRO to make sure everything went well.

- XI. Mayor's Report. Mayor Alexander was not in attendance; but Donna Miller stated parking tickets are being issued and she asked Solicitor Dewald about the extra force policy of the Policy and Procedure manual. Solicitor Dewald gave this to Chief Cassel.
- XII. Borough Coordinator's Report. Donna Miller reported on the following:
1. Water line on E. Houston Ave. Paving has started.
  2. A flashing speed limit sign was placed at Montgomery Street and School House Road for a week at no charge.
  3. Department of Agriculture grant/loan. No new update.
  4. The Evergreen tree will be planted in October, the Girl Scouts will be decorating the tree for Christmas and the Santa house will be placed at the park, to eliminate traffic and parking problems following the Santa parade.
  5. Halloween Parade. The Montgomery Lions parade will be forming at 5:30 at the Weis parking lot, starting at 6pm, with Trick or Treating from 6:30 to 8:30pm on October 31, 2020. Cider and donuts still being decided upon.
  6. Lycoming Sullivan Boroughs Association has folded due to dwindling membership.
  7. West Branch Regional Authority has invited all Council to a meet and greet on Thursday, September 24 from noon -1pm. Deadline for interest is September 18<sup>th</sup>.
  8. Chief Cassel and Donna Miller are working on a free Woman's Self Defense Class to be held at the Borough Park some Saturday morning for a few hours. If any interest contact Donna Miller at the Borough office.
  9. Donna Miller reported that the existing laptops are not working for the zoom sessions, a new one needs to be purchased. A motion was made by Clayton Steward to purchase a laptop from the quote received previously from Amazon for \$450.00; second by C. Roger McRae. Motion carried.
- XIII. Committee Report.
- Junior Council-None
  - Summer Alive Program-None
  - Montgomery Community Development Committee-None
  - Public Works: Streets, Sidewalks, Parking Lots, Water Authority etc.-
- Councilman Steward stated nothing more than what was reported under the Borough Coordinator's report.
- Parks/Recreation/Vacant Lots-Councilwoman Green stated the next meeting will be September 24 @ 6:30pm at the Riverside Roadhouse. She stated a basketball pole is still needed, and the next project to be addressed will be the Rail to Trails. President Andrews stated the Community garden clean-up will be mid-November.
  - General Administration/Labor Relations-None
  - Public Safety: Police/Fire/EMA-Councilman Steward and Mayor Alexander

attended the monthly fire meeting, it was a learning experience and very informative.

-Budget/Finance Committee-A meeting is Thursday, September 10<sup>th</sup> at 8am. It was discussed about offering the Montgomery School District to purchase the Chevy Impala Police Cruiser for \$5500.00, fully equipped. A motion was made by Andrew Onufrak III to offer the Montgomery School the Chevy Impala for \$5500.00, fully equipped, with the proceeds going towards a future purchase of a Police cruiser; second by Clayton Steward. Motion carried. If the school would decline on this, it would come back to Council for more review.

-Tech Committee-None, this was discussed earlier in the meeting.

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

-Holiday Committee-Chairman Steward stated the Lions are having the 5K race on September 12<sup>th</sup> starting at 9am, with a Community festival starting at 1pm. Volunteers are needed, due to the funeral of Norman Kobbe. A meeting will be held Thursday, September 10 at 7pm at the Park, for any interested people. The Lions will also be doing a decorating contest for Halloween and Christmas.

-Planning & Development-None

-Vacancy Board Committee-None

-Zoning Board-None

-Planning Commission-None

XIV. Old Business. None

XV. New Business.

1. Amendment of Street Parking Ordinance. This was tabled until more information is available.

2. 2021 MMO (Minimum Municipal Obligation) Police Pension Fund \$27,260.19. A motion was made by Clayton Steward to accept; second by Andrew Onufrak III. Motion carried.

3. 2021 MMO (Minimum Municipal Obligation) Non-Uniform Employee Pension Plan \$26,882.00. A motion was made by Andrew Onufrak III to accept; second by Clayton Steward. Motion carried.

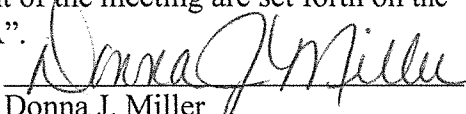
Borough Secretary Angie Adams explained about both of these items.

XVI. Public Comments.

Gary Yocum stated to Council again to take a good look at the proposed parking ordinance about truck parking. Councilman Onufrak asked Donna Miller an update on two properties in the Borough about the grass etc., she replied as one is going to the Magistrate and the other the resident is recently deceased.

XVII. Adjournment. Motion was made by Laurel Green to adjourn the meeting at 7:30pm; 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  
Meeting  
October 5, 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-A, Laurel Green-P, C. Roger McRae-P, Andrew "Drew" Onufrak III-P, Rocky Sanguedolce-A, and Clayton Steward-P. 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: Gary Yocum from 24 Kinsey Street stated the Borough has painted yellow lines on the curb on Kinsey Street and W. Houston Ave and placed proper no parking signage there, but vehicles are still parked there. He asked the Police Department to look into this, as this is a safety issue.
- IV. Old Business:
  1. Update on No Parking Ordinance for tractor trailers on all Borough Streets. Donna Miller reported that Councilman McRae would like to change the width of boats and utility trailers from 10 feet to 8 feet, also if containers are placed on the road; a permit should be applied for and time limit of 2 weeks, but if all possible the containers should be placed off the street. Councilman McRae would like the Police to review the streets that are listed in the Ordinance if all the information is correct. More will be discussed at the regular business meeting with the Solicitor.
  2. Police Cruiser. Donna Miller reported she sent the Montgomery School a letter proposing to sell the Impala cruiser to them for \$5500.00 fully equipped. The School declined the proposal. Donna Miller and Chief Cassel have been working on different options on the selling the Cruiser and equipment.
  3. Kubota mower. Donna Miller reported the mower was ordered and will be delivered this week. The purchase will be paid from the Act 13 monies.
- V. New Business:
  1. 2021 Montgomery Borough Budget. President Andrews asked all Council to review the budget and come back at the Council meeting of October 13<sup>th</sup> with any questions. Councilman McRae would like to work into the Budget a Youth Activities Leader for 2 ½ to 3 hours per day for 4 days a week to work with the 12-15-year-old youth in the Borough. This would be for the 2021 Summer and held in the afternoons after the Summer Alive program is done for the day. President Andrews stated this will be looked into, but the Budget is very tight. Councilman Onufrak stated about a volunteer to do this.
  2. The resignation of Councilman Andrew Onufrak III will be addressed at the regular business meeting of October 13, 2020.

3. Councilman Steward asked if the Police would be available to escort the Halloween Parade and asked for the Fire Police assistance with the Parade. The Parade will be Saturday, October 31 at 6pm; with trick or treating 6:30-8:30pm. The Parade will end at the American Legion with refreshments. Councilman Steward also stated the Lions Club will be doing house decorating contests for Halloween and Christmas. The three categories for Halloween will be 1. Funniest, 2. Scariest and 3. Most Unique. The cost will be \$10 to register with money prizes for the winners. Also, Councilman Steward stated that the enclosed pavilion at the Park is going to be used for more events and the organizations that are using this for storage will be contacted to have their items possibly moved to somewhere else. Both the AYSO soccer and Summer Alive will be invited to the next Park and Recreation meeting. The Lions are making their annual sauerkraut and volunteers are needed; from 12 noon to 9pm for the next 3 days.

VI. Public Comments: None

VIII. Adjournment. A motion was made by Andrew Onufrak III 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