

MUNCY BOROUGH COUNCIL MEETING MINUTES
April 2, 2013 7pm

The Muncy Borough Council met in regular session at Myers Elementary School's front conference room with the following members present: President Richard Baker, Vice President, Galen Betzer, Elaine McAleer, Linda Stein and Dana Bertin. Tilly Noviello and Jon Ort were absent. Also attending were Mayor Dannemann, Chief Richard Sutton, Boro Manager, Bill Ramsey Treasurer, Jeff Sholtis and Borough Secretary, Tara Ashby.

GUESTS: Wayne Wolfgang, Resident Selinda Kennedy, Resident
Bobi Young, Resident Scott Delaney, Fire Company

PLEDGE OF ALLEGIANCE: All present participated.

President Baker started the meeting at 7:06 pm

MINUTES: March 21, 2013

E. McAleer wants the minutes to reflect what Ordinance No. 498 was in reference to. Per discussions it was determined that Ordinance No. 498 is a Tax Collecting Ordinance.

- E. McAleer made motion to approve minutes with additional requested information. G. Betzer made 2nd. Motion passed with all in favor.

OLD BUSINESS:

1. **Veteran's Park:** No status change. Solicitor Knecht informed council that attorney for Engineering Co. will be contacting him to check on the status of the proposed easement. He would like to give her an update asap.
2. **Codification process:** W. Ramsey is in the process of reviewing, researching and making adjustments to flagged pages that G.C. sent him. More research needs to be done. Ramsey will have a copy to council soon for their review.
3. **Non-Uniform Personnel Manual:** W. Ramsey provided council with a draft of the manual. Council was asked to review, make any corrections or changes and bring to the next meeting on April 18th. Ramsey will then update and return one more draft for final review.
4. **Act 13 Grant Update:** W. Ramsey and L. Stein are continuing to work on this update. Their next step is to meet with the Boro Engineer on the street scape concept, targeting Water Street and Washington Street. This is still a "work in process".
5. **Money Clips:** Money clips are completed for retired boro employees, Gary Saam and Dave Alexander. Council thinks it would be nice to invite both men to our next council meeting and present them with their clips. T. Ashby will call to extend an invite.

TREASURER:

6. **a. Check Disbursements:**
General Fund
 - E. McAleer made motion to accept General Fund as presented. D. Bertin made 2nd. Motion passed with all in favor.
- **b. Water Fund:**
 - D. Bertin made motion to accept Water Fund as presented. L. Stein made 2nd. Motion passed with all in favor.
- **Shade Tree**
 - L. Stein made motion to accept Shade Tree Fund as presented. D. Bertin made 2nd. Motion passed with all in favor.

G. Betzer thought it would be helpful to have a report from Shade Tree regarding what trees are pruned, where new trees are being planted, etc. Resident, Selinda Kennedy, a member of the Shade Tree Commission, informed council that no trees are planted without prior research and recommendations from tree professionals.

- E. McAleer made motion to accept Treasurer's Report in its entirety. D. Bertin made 2nd. Motion passed with all in favor.
- 7. **Audit update:** J. Sholtis received the report via email. The audit is complete and met the DCD deadline. The Authority audits will be scheduled for May. Finance Committee will meet prior to the next council meeting.

J. Sholtis reported that water meters have been read and invoices will go out by April 10, 2013. J. Sholtis also commended Thad Martin on helping with the meters. He is doing a great job!

NEW BUSINESS:

- 8. None.

CORRESPONDENCE:

- 9. **Muncy Little League, Inc.:** Muncy Little League invited boro employees and council members to Opening Day Ceremonies on April 27, 2013 at 11 am at Keiss Field.

BOROUGH REPORTS:

- 10. **Solicitor:** No report
- 11. **Police Chief:** Council reviewed March Report.
 - Muncy Boro P.D. is participating in National Take Back Day on April 27, 2013, 10 am to 2pm. for disposal of unused prescription drugs and other medications.
 - New detour signs for the boro have been ordered.
 - Chief Sutton rode with A. Snyder of Codes to inspect properties that may be in violation of PMC. G. Betzer asked about a sink hole at a boro property. Codes can not find any violation in which the sink hole would need to be covered up.
- 12. **Fire Chief:** Council reviewed March Report
- 13. **Tax Collector:** J. Sholtis reported no new money in yet for 2013.
- 14. **Health Report:** Council reviewed report.
- 15. **Zoning/Building Codes:** Council reviewed reports and violation letters.
- 16. **Excavation Permit:** Council reviewed one report.
- 17. **Public Works:** Council reviewed March Street report
- 18. **Commission Reports:** Council reviewed March Reports from Safety and MBMA and WBRA Reports of December, 2012 and January, 2013.

Public Participation: None

Individual Council Members: None

Mayor: None

Executive Session: None

Adjournment: No further business.

- D. Bertin made motion to adjourn meeting. E. McAleer made 2nd. Motion passed with all in favor.

Meeting adjourned at 7:45 pm

Respectfully submitted,

Tara Ashby

Tara Ashby
Borough Secretary

MUNCY BOROUGH COUNCIL MEETING MINUTES April 18, 2013 7pm

The Muncy Borough Council met in regular session at Myers Elementary School's front conference room with the following members present: President Richard Baker, Vice President, Galen Betzer, Elaine McAleer, Linda Stein and Jon Ort. Tilly Noviello and Dana Bertin were absent. Also attending were Mayor Dannemann, Chief Richard Sutton, Boro Manager, Bill Ramsey, Treasurer, Jeff Sholtis and Borough Secretary, Tara Ashby.

GUESTS: Wayne Wolfgang, Resident
Tom McMahn of Larson Kellett & Associates
Brian Auman of BSA/LA
Tim Wentz of URS

PLEDGE OF ALLEGIANCE: All present participated.

President Baker started the meeting at 7:00 pm

GUEST: Tom "Tuck" McMahn of Larson Kellett & Assoc. addressed council with Muncy Borough's Audit Report of 2012. Council reviewed the provided Financial Statement. No date has been set for the Authority Audit.

MINUTES: April 2, 2013

Paragraph No. 7 – DCD should be "DCED".

Paragraph No. 11 - R. Baker asked about a sink hole within the boro limits, not G. Betzer.

- E. McAleer made motion to approve minutes with corrections noted. G. Betzer made 2nd. Motion passed with all in favor.

OLD BUSINESS:

1. **Veteran's Park:** No status change.
2. **Ordinance 498:** County does not have a signed copy of this Ordinance. W. Ramsey will speak with Solicitor to see what steps need to be taken to have this Ordinance signed.
3. **ParenteBeard invoice:** Council reviewed Disengagement invoice from ParenteBeard.
4. **Personnel Manual:** W. Ramsey and council briefly discussed the drafted personnel manual. W. Ramsey would like council to hand in their revised drafts asap. W. Ramsey will have an updated draft for council next month.

New Item: L. Stein requested that Tim Wentz of URS and Brian Auman of BSA/LA be able to address council in regard to the Water Street Streetscape Planning proposal that Mr. Wentz had repaired. Copies of the proposal were provided to all council members for review. Mr. Wentz and Mr. Auman presented their report to council. Mr. Wentz stated that this a "preliminary engineering phase" with Water Street being a high priority. Council is to review, discuss and report back to Mr. Wentz and Mr. Auman at their earliest convenience.

NEW BUSINESS:

5. **Insurance Renewal quotes:** TABLED
6. **Sponsoring area wrestlers:** Council agreed to congratulate three Muncy area wrestlers who placed at States by sponsoring ads in the Shopper and Luminary. Congrats to Kyle Barnes of Hughesville and Sylar Ebner and Troy Hembury of Muncy.
 - J. Ort made motion to help sponsor an ad in the Shopper and Luminary for three area State wrestlers. E. McAleer made 2nd. Motion passed with all in favor.
7. **Third Annual National Day of Prayer:** Council reviewed invite from Rev. Matthew Meeder of Evangelical Free Fellowship in regard to the National Day of Prayer event at the Muncy High School on Thursday, May 2, 2013 at 5:30 pm.

Public Participation: Resident, Wayne Wolfgang will be providing a truck during the Second Annual Yard Sale on Saturday, May 4, 2013, for any and all scrap metal. T. Ashby will add information to Facebook. Also to be added to Facebook, Chief would like it to note that Shuttle Hill Road will be designated as a one-way street during the yard sale from S. Washington to Broadway.

T. Ashby informed council that she invited D. Alexander and G. Saam to this council meeting to provide them with their retirement gifts. Neither one of them came to the meeting.

Individual Council Members: E. McAleer noted that the Finance Committee met prior to the council meeting. The Finance Committee would like to create a "Capital Improvement Fund". Council discussed.

- **E. McAleer made motion to create a Capital Improvement Fund. L. Stein made 2nd. Motion passed with all in favor.**

Mayor: Mayor is receiving some complaints in regard to the water and sewer bills. Mayor determined that per day the average cost for sewer is \$1.77. The cost for water and sewer per day is \$2.39. In the grand scheme of things that is not too bad!

Executive Session: None

Adjournment: No further business.

- **J. Ort made motion to adjourn meeting. G. Betzer made 2nd. Motion passed with all in favor.**

Meeting adjourned at 8:10 pm

Respectfully submitted,

Tara Ashby

Tara Ashby
Borough Secretary