

Muncy Borough Council Meeting Minutes

June 2, 2015

The Muncy Borough Council met in a regular session at Boro Hall with the following members present: President Richard Baker, Elaine McAleer, Karen Richards, Ed Feigles, Linda Stein, Matilda Noviello. Dana Bertin was absent. Also attending: Borough Manager Bill Ramsey, Borough Treasurer Jeff Sholtis, Police Chief Jim Dorman, Mayor John Ort and Solicitor Chris Kenyon.

President Richard Baker called the meeting to order at 7pm.

Pledge of Allegiance

Guests: Bobi Young James Maust Pat Crossley, Sun-Gazette

E. McAleer made a motion to appoint Jeff Sholtis as Secretary for purposes of this meeting. K. Richards made 2nd. Motion passed 6-0.

A Executive session was held on June 1st.

Minutes: May 18, 2015:

K. Richards indicated that the vote regarding the water lease termination should be listed as a roll call vote rather than the total # of votes. Ordinance 531 roll call vote: R. Baker-yes, K. Richards-yes, E. McAleer-yes, E. Feigles-yes, L. Stein yes. M. Noviello and D. Bertin were absent. Lease termination agreement roll call vote: R. Baker-yes, K. Richards-yes, E. McAleer-yes, E. Feigles-yes, L. Stein-yes. M. Noviello and D. Bertin were absent.

E. McAleer made motion to approve the minutes of 5/18/15 with noted correction. K. Richards made 2nd. Motion passed 6-0.

Old Business:

Solicitor C. Kenyon distributed a draft of the burning Ordinance. He indicated that this is a starting point. Council is to review for further discussion at the 6/15/15 meeting.

Treasurer:

Cash Disbursements

General Fund E. McAleer motioned to approve checks 4014-4051 including 3 EFT's totaling \$63,721.08. K. Richards 2nd. Motion passed 6-0.

Equipment Fund E. McAleer motioned to approve check #131 for \$2,793.50. L. Stein 2nd. Motion passed 6-0.

Shade Tree M. Noviello motioned to approve check #186 for \$1,100.00. K. Richards 2nd.

Motion passed 6-0.

Capital Improvement Fund E. Fiegles motioned to approve checks 001-004 totaling \$194,196.26. M. Noviello 2nd. Motion passed 6-0.

B. Ramsey noted that there could be 4 more payments yet to reconcile the street scape project.

Building Fund K. Richards motioned to approve one EFT for \$319.96. M. Noveillo 2nd. Motion passes 6-0.

J. Sholtis that a 91 day CD for \$150,000 was opened at Muncy Bank. Cash flow will be evaluated and a possible another CD will be opened.

K. Richards motioned to accept the \$150,000 CD. E. McAleer 2nd. Motion passes 6-0.

K. Richards indicated that employee job descriptions are developed by the personnel committee. Drafts will be distributed at the 6/15/15 meeting.

Mayor J. Ort and council discussed the police report. The number of traffic citations has decreased and the number of citations per officer was discussed. Perhaps vehicles are simply slowing down. Mayor Ort will follow-up with the police department.

K. Richards brought up the issue of pavement cuts. Discussion was if the Borough, property holder or the contractor is liable to repair the cuts. The alley between 200 and 204 S Main street has 3 pavement cuts that need attention. Prior to excavation should the borough start collecting a bond? The Streets committee will meet and review the ordinance. Plenty more pavement cuts will be forthcoming.

E. McAleer reported on the recent Finance committee meeting. The 5 month budget to actual is on target. The 2014 General audit was reviewed including the Fire Company supplement. The audit was a good audit and had nothing alarming. The fire company audit was not a full blown audit but rather a review of procedures. The auditor did not express an opinion, however, a number of procedural issues need "tightened up."

E. McAleer motioned to transfer \$32,200, which is the 2014 budget excess, into the Capital Improvement Fund for the purposes of engineering for future projects. K. Richards 2nd. Motion passed 6-0.

K. Richards reported for the Streets committee. As per requested by a resident, the current locations of handicapped parking areas in the borough was reviewed. The committee felt that the current locations for handicapped parking spots were satisfactory and in good locations.

E. Feigles motioned to leave the borough handicapped parking spots as is. K. Richards 2nd. Motion passed 6-0.

Individual Council members:

K. Richards emailed a draft of the revised Shade Tree Ordinance and gave a paper copy to C. Kenyon for review and discussion at the 6/15/15 council meeting.

The MBMA minutes indicated that Ben Landon is now the MBMA Solicitor. Mr. Landon is also the solicitor for the WBRA. Council discussed and objects to this due to it being a conflict of interest for all.

K. Richards also brought up issues regarding the agenda and format of Council meetings. She feels that it is too short of time period to prepare and do research for the meeting when often the agenda is often not emailed and distributed until day of the meeting. She feels that the second meeting of the month should be a work shop type of meeting. Unless a item is time sensitive, approval and action items would only occur during the first meeting of the month. After a discussion, Council agreed to try a new format. At the workshop meeting council could break into committees and develop the agenda and action items for the subsequent meeting at the beginning of the month. The agenda could then be posted on social media etc well ahead of the meeting date. For the second meeting of the month there will be no agenda and the Treasurer need not attend.

The water collecting in the parking lot of Hutchinson / State Farm office was discussed. Resident J. Maust likes the new sidewalks.

A Executive session was not held.

K. Richards motion to adjourn. E. McAleer 2nd. Meeting adjourned at 8:15.

Muncy Borough Council Meeting Minutes

June 15, 2015

The Muncy Borough Council met in regular session at the Borough Council Chamber with the following members present: President Richard Baker, Tillie Noviello, Edward Feigles, Karen Richards, Linda Stein, Dana Bertin and Elaine McAleer. Also attending were, Police Chief James Dorman, Borough Manager William Ramsey, and Mayor Jon Ort.

President Baker called the meeting to order at 7:00pm

Guests: James Fenstermacher, Codes, Inc.
Mark Maroney, Sun-Gazette

Karen Richards made a motion, Seconded by Elaine McAleer to have Chief Dorman be acting Secretary for the meeting. Motion passed by vote of 7-0.

Bill Ramsey Borough Manager reported that on 6/7/2015 the Personnel Committee met in executive session for personnel reasons.

Bill Ramsey provided reports from Codes, Inc. and Providence Engineering Corp. in reference to inspections of 1 N. Main St., the former Myers Auto building. Mr. Fenstermacher went over his report and recommended demolition of the building. Much discussion on the procedures for demolition and what steps need to be taken to further the project.

Elaine McAleer made a motion, seconded by Dana Bertin to advertise to accept bids for the demolition of the building. Motion passed 7-0.

Ed Feigles made a motion, seconded by Elaine McAleer to declare an Emergency Declaration of Demolition, sidewalks to be barricaded, PA Dot to be notified of the status of the property and direct Codes, Inc. to post the 1 N. Main St. as an Unsafe Building. Motion passed 7-0.

Bill Ramsey presented Council with Resolution 2015-013. The resolution is in reference to ARLE Grant application he is applying for.

Dana Bertin made a motion, seconded by Tilly Noviello to approve the resolution. Motion passed 7-0.

Bill Ramsey notified Council that staff was in the process of getting Insurance quotes for the Borough. More information to come once quotes are obtained.

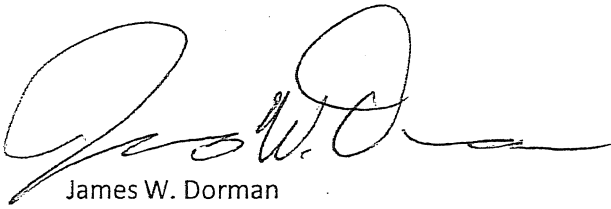
Bill Ramsey and Ed Feigles advised Council of an upcoming presentation on 6/23/15 at 6pm in the deli of Orlando's Restaurant. The presentation is required and is a public outreach meeting of the Brownfields Committee. During the discussion Mr. Feigles advised that the County currently is looking at 7-8 projects in the Muncy area. Council requested a representative come to the next meeting to go over these projects. Mr. Ramsey to contact County.

Ed Feigles advised Council of Street Improvement Projects for 2015. Council discussed numerous streets and alleys that are in need of repair.

Dana Bertin made a motion, seconded by Elaine McAleer to move forward with the street improvements as per COG bid and alley repair as per Street committee recommendation. Motion passed 7-0.

Chief Dorman discussed a safety issue with the entry into the Police Department office. Chief Dorman would like to see current steps removed and a new set with a large landing prior to entry into the building. Chief advised that the labor may be able to be done as part of community service by an individual. It was discussed whether a handicapped accessible ramp may be something to look into. Chief to come back to Council with pricing. Elaine made a motion, seconded by Karen Richards to move forward with project. Motion passed 7-0.

With no further business council went to executive session for litigation reason and adjourned the regular meeting by motion of Elaine McAleer and seconded by Ed Feigles.

A handwritten signature in black ink, appearing to read 'James W. Dorman', written in a cursive style.

James W. Dorman
Acting Secretary