

## MUNCY BOROUGH COUNCIL MEETING MINUTES November 6, 2012 7pm

The Muncy Borough Council met in work session at Boro Hall with the following members present: President Richard Baker, Vice President Galen Betzer, Linda Stein, Elaine McAleer, Tilly Noviello, Dana Bertin and Jonathan Ort. Also attending were Mayor Dannemann, and Borough Secretary, Tara Ashby.

**GUESTS:** Chief Richard Sutton, Muncy Borough Police  
Jeff Sholtis, Treasurer  
Selinda Kennedy and Mike Livermore, Residents at 10 N. Market  
Eric Moore, WBRA  
Bobi Young, Resident at 16 S. Market  
William Ramsey, EMA  
Jamie Breslford, Fire Chief

**PLEDGE OF ALLEGIANCE:** All present participated.

President Baker started the meeting at 7:05 p.m.

**GUESTS:** William Ramsey gave Council a copy of Agenda from Planning Session meeting on Sunday, October 28, 2012, in regard to pending Hurricane Sandy. Council reviewed Agenda.

Eric Moore of WBRA updated the Boro on the status of the pumping system and new treatment plant. WBRA is applying for a grant with PennVest. The application is due on 11/14. They are looking to be approved for a 30 year loan. The new treatment plant is due to be completed by mid 2014. He also discussed equipment and related funds. Prices for equipment between the WBRA and the boro need to be figured out before the end of the year. He will have a bill to the boro by next meeting for the jet truck.

### MINUTES:

#### October 18, 2012

- J. Ort made motion to approve minutes. G. Betzer made 2<sup>nd</sup>. Motion passed with all in favor.

### OLD BUSINESS:

1. **Borough Manager:** Personnel Committee reported that they received approximately 20 resumes for the Part Time Boro Manager position. Committee interviewed William Ramsey and requested him for the position as a temporary part time boro manager. Council discussed whether or not it was necessary at this time to hire a boro manager and if council should wait until the budget for next year is approved. Personnel Committee strongly urged that the boro needs a boro manager at this time and they see no reason to wait. Personnel Committee also reminded council that this position will have a probationary period of 6 months. After the probation period is over it can be decided if the position is beneficial to the boro.
  - L. Stein made motion to hire William Ramsey as temporary Part Time Boro Manager with a six month probationary period, effective November 15, 2012. T. Noviello made 2<sup>nd</sup>. For: L. Stein, T. Noviello, G. Betzer, J. Ort and D. Bertin. Against: R. Baker and E. McAleer. Motion passed 5 to 2.
2. **Rick Umpstead:** R. Umpstead of Street's Department is requesting council consider another employee to help him. R. Baker said he would speak with Rick the next morning and tell him there is no money available since a boro manager was just hired.
3. **Tar and Chip on Pepper Street:** Council does not see why Pepper Street needs to be serviced again. The road looks fine.
4. **PENNVEST Funding update:** See above – Guests: Eric Moore.
5. **Sewer Mapping:** Council received a memo from Timothy Wentz of Wentz & Webster Engineering in regard to the GEOPLAN GIS Storm Sewer Mapping. The information was sent to the County for

review . Judd will stop by the boro office soon to update the mapping into the GEOPLAN program on T. Ashby's computer.

6. **Fee Schedule:** Solicitor Knecht advised council that a Resolution needs to be drafted if the new fee schedule is agreed upon. T. Ashby called several municipalities to inquire about their Zoning Hearing fees. E. McAleer feels that \$250 is too much for residents to pay out when they are trying to update their homes. Council asked Solicitor how much of that \$250 the boro is entitled to. Solicitor Knecht will look into that and get back to council.
7. **LCPC Waste Management Plan:** Solicitor Knecht will review the plan and report back to council at next meeting.
8. **Resolution to IPMC:** Codes and Police Department are listed as enforcers of the new IPMC. Resolution to be signed as soon as Solicitor adds the following language:  
*No. 3. Enforcement will be limited to exterior areas only. Exception to the exterior-only rule would pertain to one or more of the following:*
  - a. *A fire incident, as requested by the Fire Chief providing services for Muncy Borough.*
  - b. *A health concern, as determined by the Muncy Borough Health Officer.*
  - c. *Child endangerment, as requested by Lycoming County Children and Youth Services.*
  - d. *A court order, as issued by the Court of Common Pleas.*
  - L. Stein made motion to approve resolution after third paragraph is added. T. Noviello made 2<sup>nd</sup>. Motion passed with all in favor.

**NEW BUSINESS:**

9. **Sun Gazette Article of 10/29/12:** Sun Gazette posted an article on 10/29/12 claiming the boro is keeping meetings secret and council does not respond to calls from Sun Gazette. Council discussed the article and is unsure how such an article could be printed 19 days after all requested information was provided to the newspaper. It was also discussed and verified that no reporter from the Sun Gazette has attended any boro meetings since before summer of 2012.

**CORRESPONDENCE:**

10. Anonymous correspondence from Muncy resident: Council reviewed.

**BOROUGH REPORTS:**

11. **Solicitor:** None at this time.
12. **Police Chief:** October Report – Council reviewed. Chief advised council all the glow sticks were handed out to kids on Halloween night. No incidents reported during trick or treating.
13. **Fire Chief:** October Report – Council reviewed. Fire Chief requested that a link to the Fire Department be added to the boro website. Also, Fire Chief reported that out of 200 departments around PA, Muncy Area Vol. Fire Co. 39 was awarded an award for going above and beyond in fire service.
14. **Tax Collector:** Account Quick Report – Council reviewed.
15. **Health Officer:** None at this time.
16. **Zoning/Building Codes Officer:** Council reviewed recent permit requests.
17. **Excavation Permits:** Council reviewed 3 permits.
18. **Public Works:** October Water Report - Council reviewed.  
October Streets Report - Council reviewed.
19. **Commission Reports:** Council reviewed most recent reports from Planning Commission, MBMA, WBRA and Safety Committee.

**TREASURER'S REPORTS:**

20. **a. Check Distribution:**

General Fund - G. Betzer made request to have Verizon fee reviewed under Verizon Wireless item. Is the fee just for Rick's phone or are there multiple phones on the plan?

- E. McAleer made motion to approve General Fund. T. Noviello made 2<sup>nd</sup>. Motion passed with all in favor.

Water Fund –

- J. Ort made motion to approve Water Fund. T. Noviello made 2<sup>nd</sup>. Motion passed with all in favor.

Shade Tree Fund –

- L. Stein made motion to approve Shade Tree Fund. T. Noviello made 2<sup>nd</sup>. Motion passed with all in favor.

Equipment Fund –

- L. Stein made motion to approve Equipment Fund. T. Noviello made 2<sup>nd</sup>. Motion passed with all in favor.

**b. Bank Balances Report**

- E. McAleer made motion to approve Bank Balances. G. Betzer made 2<sup>nd</sup>. Motion passed with all in favor.

**Act 13 Money:** J. Sholtis provided a copy of correspondence from PA Public Utility Commission regarding release of distribution check.

**PUBLIC PARTICIPATION:** None

**INDIVIDUAL COUNCIL MEMBERS:** G. Betzer suggested that council should now review the resident complaint list that T. Ashby keeps in regard to the PPL lights. It will be added to next Agenda to discuss.

**MAYOR:** Mayor warned council that there may be a virus in the boro computers. Twice he has received downloads from T. Ashby with warnings not to open attachments. J. Sholtis said he will contact J. Margargle to have him look at the computers.

**EXECUTIVE SESSION:** Executive session took place at 6 p.m. this evening.

**ADJOURNMENT:** No further business,

- E. McAleer made motion to adjourn meeting. J. Ort made 2<sup>nd</sup>. Motion passed with all in Favor.

Meeting adjourned at 8:35 p.m.

Respectfully submitted,

*Tara Ashby*

Tara Ashby  
Borough Secretary

**MUNCY BOROUGH COUNCIL MEETING MINUTES**  
**November 15, 2012 -7pm**

The Muncy Borough Council met in work session with the following members present: President Richard Baker, Vice President Galen Betzer, Linda Stein, Elaine McAleer, Tilly Noviello, Dana Bertin and Jonathan Ort. Also attending were Mayor Dannemann, and Borough Secretary, Tara Ashby.

**GUESTS:** Jeff Sholtis, Treasurer  
Bill Ramsey, Boro Manager

President Baker started the meeting at 7:05 p.m.

**MINUTES:**

**November 6, 2012**

Changes to minutes include:

Under Guests: Bobi Young resides at 16 S. Washington Street – not Market Street.

Under #5: Should be “Storm Sewer Mapping” – not Sewer Mapping.

• J. Ort made motion to approve minutes based on corrections noted. E. McAleer made 2<sup>nd</sup>. Motion passed with all in favor.

**OLD BUSINESS:**

1. **PPL Lights:** G. Betzer has complaint list of residents to review. He requested that before the December meeting that a few council members ride around to look at lights noted on list. The ride-along can also be a time to decide if anymore lights need to be turned off or turned back on.

**NEW BUSINESS:**

2. **Job Description:** Personnel Committee provided council with Boro Manager job description, which includes being in charge of and/or handling all the following matters:
  1. Management of all employees
  2. Personnel needs
  3. Media
  4. Contracts for the boro.
  5. Topics of interest for council.
3. **New Hire:** Streets – Personnel Committee and W. Ramsey discussed possible new hire options for a Streets Department employee. Committee and Ramsey brought to council’s attention the possibility of a few part-time people to be used on an “as needed” basis. Ramsey compared the possible position to that of a substitute teacher. They are considering having 2-3 part time employees. Council discussed these options and asked W. Ramsey to place an ad in the paper to see what type of feed-back comes in.
4. **Fee Schedule for IPMC:** T. Ashby informed council that Tom Packard of Codes, Inc., inquired about the fees for IPMC violations. After discussions, council asked T. Ashby to contact Codes, Inc. to see if they have any sample fees from other municipalities.
5. **Muncy Traffic Project/Act 13:** L. Stein addressed to council the new Muncy Area Municipal Outreach project. PennDot and Lyco County are going to be working with 7 municipalities in regard to grant money. Lyco County will be receiving \$4 million a year to distribute to these municipalities for transportation related projects, via the Act 13 Grant Loan Program. L. Stein feels that Muncy Boro would benefit greatly through this program. Council agrees that the boro is in the crosshairs of the large number of trucks that come through the boro streets. L. Stein asked that any other council member that would like to help her represent the boro would be greatly appreciated. She spoke with W. Ramsey and he is willing to accompany her to future meetings. There are going to be approximately 4/6 meetings next year. L. Stein also asked the Finance Committee to possibly find some room in the budget to add more money to the engineering fund for any and all help that will be

needed for this grant. E. McAleer suggested creating a "Capital Improvement Fund". Council asked T. Ashby to add a review of the surplus to the last meeting in December.

6. Draft of 2013 Budget: E. McAleer presented to council a draft of the 2013 Budget for council's review. Council briefly reviewed and discussed the draft. E. McAleer urged council to take time to review this draft and contact either herself or J. Sholtis with any questions, corrections, additions, etc. The budget will be finalized at next meeting..

**PUBLIC PARTICIPATION:** None

**INDIVIDUAL COUNCIL MEMBERS:** None

**MAYOR:** None

**EXECUTIVE SESSION:**

**ADJOURNMENT:** No further business,

- J. Ort made motion to adjourn the meeting. E. McAleer made 2<sup>nd</sup>. Motion passed with all in favor.

Meeting adjourned at 9:50 p.m.

Respectfully submitted,

*Tara Ashby*

Tara Ashby  
Borough Secretary