



MINUTES OF THE MUNCY BOROUGH COUNCIL MEETING

MARCH 7, 2017

The Muncy Borough Council met for its regular meeting at the Muncy Borough Building with the following members present: President Richard Baker, Vice President Matilda Noviello, Dana Bertin, Ed Feigles, Elaine McAleer, Karen Richards, and Linda Stein. Mayor Jon Ort was also present.

Staff Present: Borough Solicitor, Christopher Kenyon
Borough Manager, Bill Ramsey
Chief of Police, James Dorman

Guests/Residents: Pat Crossley, Williamsport Sun-Gazette
Jeff Smead and other residents (see sign-in sheet)

President Baker called the meeting to order at 7:00 p.m., followed by the Pledge of Allegiance.

PUBLIC PARTICIPATION

J. Smead asked Council (1) if the Opera House was a “done deal” and (2) if private meetings are being held to discuss the acquisition of the Opera House. D. Bertin pointed out that the motion passed was to begin the process for the Borough to acquire the Opera House (through a donation) and that those actions are moving forward. E. Feigles clarified that the CDBG-DR grant (\$250,000) is limited to funding the planning process and does not include funds to establish a foundation. R. Baker raised the issue that the requirement for a foundation to purchase the Opera House (from the borough) would create an additional (unanticipated) expense for the foundation. No council member stated that they were aware of any private meetings.

MINUTES: February 16, 2017

CORRECTION TO MINUTES: Under Executive Session, E. McAleer added that the purpose of the Executive Session was Personnel. L. Stein added the following corrections: #6, Muncy Resiliency Project - “Penn State students showed their preliminary designs though an on-line video conference which was **partially** viewed by B. Ramsey, B. Poulton, **L. Stein and others...**” and Committee Reports - “The Recreation Committee will become the Recreation/Open Spaces Committee” - **deleting the last part of that sentence.**

E. McAleer motioned to approve the minutes as corrected. L. Stein seconded and motion passed 7-0.

UNFINISHED BUSINESS

1. 2017 Revised Budget: E. McAleer, Chairperson of the Finance Committee, presented a revised budget which re-allocated \$84,000 from various line-item expenses to the Public Safety category, specifically to hire a full-time police



- officer. E. Feigles motioned to approve this budget revision. D. Bertin seconded and motion passed 7-0. Noviello stated that she wondered why the allocation to the Shade Tree Commission was not increased after Alicia Myers and Gary Williams had previously made a presentation to council requesting additional funds. The Finance Committee will review.
2. Committee/Commission Appointments: K. Richards motioned to appoint, by Resolution, Mike Coppes as an alternate to the Zoning Hearing Board to a three-year term ending January 2020. E. Feigles seconded and motioned passed 7-0. E. Feigles motioned to appoint, by Resolution, Elaine McAleer to the Board of Health to a five-year term ending January, 2022. L. Stein seconded and motion passed 6-0. E. McAleer abstained.
 3. 2017 Fee Schedule: Schedule is complete but will be distributed at the next meeting in a format that can be more easily reviewed.
 4. Muncy Historical Society "Community Health and Soul Project": The request for a Resolution supporting this project has been rescinded as the historical society did not receive the grant that was requested to support this project. No action required.
 5. River Town Designation: Jerry Walls from Susquehanna Greenways will provide the current requirements for designation by July 1, 2017. No action required.
 6. Water and Washington Street Sidewalk Repairs: Council reviewed bid submitted by A&A Concrete Specialities for \$2,100 to remove 38 feet of damaged sidewalk and replace it with new 4500 psi concrete 10 inches thick, reinforced with wire and fiber mesh. E. McAleer motioned to accept the bid. M. Noviello seconded and motion passed 7-0. Solicitor Kenyon suggested that the borough forward the invoice to the engineering firm of record on this original project.
 7. Muncy Resiliency Project/Opera House: Solicitor Kenyon reviewed three options, Foundation, Community Development Corporation (CDC) and Economic Development Authority (EDA) and recommended that council proceed with an EDA. This option would be the least burdensome and have the least costs associated with it. It would have tax-exempt status immediately (IRS review and approval would not be required) and would be fairly easy to establish. It would require a defined purpose, written by-laws, advertising, a public meeting and registration with the PA Department of State. Once established property can be transferred between the Borough and the EDA simply and without cost. Solicitor Kenyon will prepare a document that outlines the tasks and steps necessary to establish an EDA.
 8. Municipal Engineer Search: Proposals from HRG and Bassett Engineering were distributed. Council will review and consider appointing a municipal engineer at its next meeting.

TREASURER'S REPORTS

9. Check Disbursements: D. Bertin motioned to approve checks 4974 through 5026, four debit charges and four EFTs from the General Fund for a total of \$61,136.31. E. Feigles seconded and motion passed 7-0. E. McAleer motioned to approve check 212 from the Shade Tree Fund for \$10.00. E. Feigles seconded and motioned passed 7-0. E. Feigles motioned to approve check 9 from the Employee Health Reimbursement Fund for \$45.78. D. Bertin seconded and motioned passed 7-0.



10. Bank Balances: E. McAleer motioned to approve the bank balances in their entirety. E. Feigles seconded and motion passed 7-0.

NEW BUSINESS

11. Agenda/Information Management: K. Richards requested that Council receive the meeting packets of information, at least, two days prior to the meeting (the Friday preceding a Tuesday meeting). B. Ramsey said that will happen for future meetings.
12. 2nd Meeting as Workshop: K. Richards requested that Council resume the practice of designating the second meeting of the month as a "Workshop" for the purpose of more in-depth discussions on specific topics. It was discussed that certain topics follow the calendar, i.e., budgeting in October, November, and December. Council at its March 16 meeting will identify the topics for discussion at upcoming Workshop meetings.
13. 2017 Street Paving Projects: E. Feigles distributed a Project Estimate Sheet with an estimated cost of \$58,373.20 which will be delivered to the COG. E. McAleer motioned to approve these street paving projects. D. Bertin seconded and motion passed 7-0.
14. Auction results on retired police car: Chief Dorman reported that the high bid for the 2003 Ford Crown Victoria is \$1,550.00. D. Bertin motioned to accept the bid. E. Feigles seconded and motion passed 7-0.

CORRESPONDENCE

Larry W. Stout, Chairman of the Clinton Township Supervisors sent a Letter of Inquiry regarding any interest in discussing the possibility of regionalized police services for five municipalities: Montgomery Borough, Brady Township, Muncy Creek Township, Muncy Borough, and Clinton Township. Chief Dorman will follow-up and if a meeting is called, J. Ort, E. Feigles, and Chief Dorman will attend.

BOROUGH REPORTS

Borough Manager:

The Cohen Law Group will meet, via conference call, with the Zoning Advisory Team regarding the Small Cell Towers/Antennas Ordinance.

Borough Solicitor:

Deed of Dedication for Shuttle Hill Road - Ordinance 451 lists Shuttle Hill Road as a borough street so a deed of dedication exists. Information has been sent to PennDOT so that this street can be added for Liquid Fuels reimbursement.
Medical Marijuana - Upon review of the sample ordinance, it is the Solicitor's opinion that the location of medical marijuana facilities (processing and dispensary) can be addressed in the process to update the Zoning Ordinance and a separate ordinance is not required at this time.

Police Chief:

There were a total of 85 incidents and 33 citations, of which 14 were Ordinance and 19 were Traffic for the month of February.



There are three applicants for the full-time police officer position.

Fire Chief:

There were 14 responses, of which 12 were Ambulance, 1 Still Alarm and 1 Vehicle accident of the month of February.

Tax Collector's Report: Taxes Collected from January through March 3, 2017

Real Estate Taxes Collected: \$11,900.42 (\$5,866.25 was prior year and \$6,014.17 was current year).

Real Estate Transfer Tax Collected: \$3,598.07

Earned Income Taxes Collected: \$58,258.29

Zoning/Building Permits

There was one Certificate of Approval for completed construction issued to Kathy Renkel, 211 Charles Road to rebuild a sunroom that was damaged.

Public Participation: Bobbie Young mentioned that her yard was damaged due to snow plowing on Rose Hill Road. She repaired it herself and was only requesting that the borough crews be more careful in the future.

Individual Council Members:

E. McAleer requested that B. Ramsey contact West Branch Regional Authority regarding the new water and sewer lines which were to have been installed at Green Street Park. The installation of these lines will disrupt the parking lot and areas/facilities used by Little League. As Little League should be starting within the next month, this work should be done as soon as possible.

President Baker announced that there will be an Executive Session regarding Personnel immediately following this meeting. There will be no action following the Executive Session.

Having no further business to conduct, D. Bertin motioned to adjourn the meeting at 8:35 p.m. E. McAleer seconded and motioned passed 7-0.

Respectfully submitted,

Karen A. Richards

Karen A. Richards Assistant Secretary