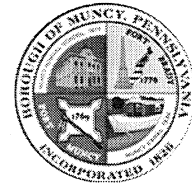




Muncy Borough Council
Meeting Agenda Muncy
Borough Hall
Dec. 21, 2017 @ 7:00p.m.
"Lycoming County Starts Here - 1769"



Call to Order:

Roll Call and Pledge of Allegiance

Guests/Public Participation:

1. The public is invited to address the Council now on any agenda item. (Mr. Baker)
2. The Chair will entertain any requests for listed agenda item changes. (Mr. Baker)
3. Please submit abstention memorandums to the Council Secretary at this time. (Mr. Baker)

Minutes: Dec. 5, 2017

Unfinished Business:

4. Muncy Borough Budget 2018
5. Muncy Borough Ordinance #540 – Fixing the tax rate for fiscal year 2018.

New Business:

Correspondence/Announcements:

Borough Reports:

Public Participation
Individual Council Members
Mayor
Executive Session

Adjournment

Next meeting: Biennial Organization Meeting will be on Jan 2, 2018, 7:00 p.m., at
Muncy Borough Hall

MBMA – 7:00 PM - 3rd Tuesday each month @ Boro Hall • Planning Commission – 6:00 PM – 1st Thursday each month (except for Nov & Dec) @ Boro Hall
WBRA – 6:30 PM - 4th Tuesday each month @ WBRA office • Shade Tree Commission – 8:30 AM - last Tuesday of each month @ Orlic's Deli
Historic Commission – 7:00 PM - last Thursday of each month @ Boro Hall



Muncy Borough Council Meeting Minutes

December 5, 2017



The Muncy Borough Council met for its regular meeting at the Muncy Borough building with the following members present: President Richard Baker, Ed Feigles, Elaine McAleer, Linda Stein, Dana Bertin, Bill Burns and Mayor Jon Ort. Absent were Karen Richards

Staff Present: Borough Manager, Bill Ramsey; Police Chief, James Dorman; Treasurer, Jeff Sholtis; and Solicitor, Christopher Kenyon

Guest: Pat Crossley, Williamsport Sun-Gazette; Scott Delaney, Muncy Volunteer Fire Company

Motion by Dana Bertin to appoint Elaine McAleer as temporary secretary was second by Linda Stein. All were in favor. Motion carried.

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

Motion by Ed Feigles to accept the amended minutes of November 16, 2017 was second by Dana Bertin. All were in favor. Motion carried. Note: a correction was made to change Tim Miller to Tim King as a substitute crossing guard.

Unfinished Business:

Muncy Resiliency Project Update: Nothing new to report

Wireless Ordinance: Nothing new to report

Budget 2018: The budget has been advertised

Brelsford Motor Un-open Alley – Borough solicitor is working on the ordinance

Curfew Ordinance Amendment: **Motion** to accept Ordinance #541 to amend the definition of minor was made by Ed Feigles and second by Dana Bertin. All were in favor. Motion carried.

Treasurer's Report:

General Account – Checks #5388 thru #5424, 5 debit card and 3 electric transfer totaling \$71,807.99. **Motion** to accept by Ed Feigles. Second by Dana Bertin. All were in favor. Motion carried.

Building Fund – 1 electric transfer in the amount of \$4,306.00. Motion to approve by Elaine McAleer. Second by Ed Feigles. All were in favor. **Motion** carried.

Green Street Park - Check # 1018 in the amount of \$2,049.00. **Motion** to accept was made by Elaine McAleer. Second by Ed Feigles. All were in favor. Motion carried.

Shade Tree- Checks #221 & 222 in the amount of \$1,624.32. Motion to approve was made by Linda Stein and second by Ed Feigles. All were in favor. Motion carried.

Equipment Fund – Check # 138 in the amount of \$5,904.50 was motioned for approval by Dana Bertin and second by Ed Feigles. All were in favor. Motion carried.

Motion to accept the Treasurer's Report in its entirety was made by Ed Feigles and second by Dana Bertin. All were in favor. Motion carried.

New Business:

Holiday Employee Recognition: Borough Manager, Bill Ramsey was instructed to survey the borough employees as which they would prefer, a turkey or a ham. Bill will also see if the employees would be interested in a luncheon.

110 Pepper Street: The borough received a request for a natural gas hookup from Nikki Burrows. Nikki recently purchased the property and was not aware of the borough's moratorium on street cutting. **Motion** by Dana Bertin to allow the cut was second by Ed Feigles. All were in favor. Motion carried.

Sale of 1974 John Deere Backhoe: **Motion** by Ed Feigles to sell the backhoe to Muncy School District for \$3,500.00 was second by Linda Stein. All were in favor. Motion carried.

Muncy Zoning Hearing Board – **Motion** to approve Resolution # 2017-11 was made by Elaine McAleer. The resolution will take Mike Coppes from an alternate to a member of the Zoning Hearing Board. Motion was second by Ed Feigles with all in favor. Motion carried.

Licensed Casino Facilities- Council elected not to pursue a resolution that would prohibit a category 4 licensed casino within the borough limits.

Selection Committee – President Baker appointed Elaine McAleer, Dana Bertin and Linda Stein.

Correspondence:

A Thank you was received by The Susquehanna Valley Corvette Club for the boroughs assisting them with their corvette show.

Borough Reports:

Managers' Report – Bill informed council that due to vacation, the borough will have a temporary secretary for the next week.

Fire Department – A memo of understanding is in the works for diesel fuel between the borough and fire department.

Finance Committee- **Motion** to transfer \$45,000.00 to the equipment fund from the general account was made by Ed Feigles. Second by Dana Bertin. Motion passed 5-1 with Linda Stein as a nay.

Equipment Committee – The committee will speak with the street department to get a complete list of needs.

Streets Committee- **Motion** by Ed Feigles to remove a handicap parking space located in front of Mc Carty Place on South Market Street pending police approval was second by Dana Bertin. All were in favor. Motion carried.

Executive Session:

President Baker requested an Executive Session to discuss Real Estate acquisition. No action will be needed at the conclusion.

Adjournment:

Motion to adjourn at 8:31 p.m. was made by Dana Bertin and second by. All were in favor. Motion carried.

Respectfully Submitted,

Elaine McAleer

Elaine McAleer
Temporary Secretary

11/16/2017

MUNCY BORO GENERAL BUDGET

APPROVED:

5.3 mils
2018 Budget

REVENUE

301.10 Real Estate Taxes	530,000
301.20 Real Estate - prior year	15,000
310.10 Real Estate - transfer tax	20,000
310.20 Earned Income Tax	245,000
310.50 Local Services Tax	<u>34,000</u>
TOTAL TAXES	844,000

Licenses and Permits	32,000
Fines and Forfeits	20,000
Interest, Rents and Royalties	1,500
State Aid Pensions	40,000
Insurance Claim Reim	15,130
Water Fund	35,000
Fire Relief Fund	13,300
Muncy SD Reim X-guard	9000
Muncy SD Reim SRO	45000
Other Revenues	<u>100</u>

TOTAL REVENUE **1,055,030**

EXPENDITURES

Acct # Account Description

GENERAL GOVERNMENT

401 Executive (Manager or Mayor)

401.110 Salaries and Wages - Full Time	32000
401.192 Social Security Tax - Employer	2600
401.194 Unemployment Tax - Employer	400
401.321 Telephone charges	
401.354 Workers Compensation	100

402 AUDITING/FINANCIAL SERVICES

402.311 Professional - Acting/Auditing	8,000
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403 TAX COLLECTION

Contracted Services/Lyc. County	1,000
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404 SOLICITOR

404.310 Professional Fees	20,000
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405 SECRETARY/TREASURER/CLERK

405.112 Salaries and Wages - Full Time	40,000
405.115 Salaries and Wages - Part Time	0

405.192 Social Security Tax - Employer	3,000
405.194 Unemployment Tax - Employer	300
405.196 Health Insurance	13,500
405.197 Pension	18,000
405.198 Disability/Life Insurance	1,000
Outside Services	13,000
405.331 Mileage Reimbursement	100
405.354 Workers Compensation	100
Total	<u>153,100</u>

406 Other General Government Adm

406.210 Office Supplies	1,500
406.215 Postage	750
406.252 Repairs - Computer/Copier Part	300
406.254 Copier fees	400
406.270 Computer Hardware/Software	1,500
406.341 Advertising	2,000
406.353 Bonding Insurance	850
406.450 Contracted Services - Payroll	1,200
406.453 Web Site	500
406.454 Memberships and Dues	200
406.455 Newsletters/Brochures	
406.460 Meetings, Continuing Education	500
Total	<u>9,700</u>

408 Engineering Services

408.313 Professional Services	15,000
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409 General Govt Buildings and Plants

409.115 Meter reader PT	900
409.192 Social Security Tax - Employer	100
409.315 Cleaning Service / Pest control	1,500
409.321 Telephone Monthly Charges	11,000
409.351 Property Insurance	8,000
409.352 Liability Insurance	13,000
409.361 Public Utility - Electric	3,500
409.362 Public Utility - Gas	2,000
409.363 Public Utility - Water	1,100
Public Utility - Sewer	660
409.367 Public Utility - Trash	900
409.373 Repairs - Building	1,000
409.376 Safety Committee	3,000
Total	<u>46,660</u>

PUBLIC SAFETY

410 Police

410.110 Wages - Appointed	58,100
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410.115 Wages - Full Time	73,920
410.120 Wages - Part Time	31,000
410.192 Social Security Tax - Employer	12,500
410.194 Unemployment Tax - Employer	5,000
410.196 Health Insurance	58,000
410.197 Pension	41,500
410.198 Disability and Life Insurance	1,300
410.210 Office Supplies	500
410.213 Computer Supplies	1,000
410.231 Vehicle Fuel - Gasoline	5,000
410.238 Clothing and Uniforms	4,000
410.241 General Operating Supplies	1,800
410.244 Ammunition	1,500
410.251 Repairs - Vehicle	3,000
410.252 Repairs - Computer/Copier	500
410.352 Liability Insurance	1,000
410.354 Workers Compensation	9,300
410.356 Vehicle Insurance	3,000
410.454 Memberships and Dues	150
410.460 Continuing Education	1,000
410.752 Other Expenses	
Total	<u>313,070</u>

412 Police SRO-Muncy

412.115 Wages - Full Time	21,500
412.192 Social Security Tax - Employer	1,700
412.194 Unemployment Tax - Employer	350
412.196 Health Insurance	
412.197 Pension	
412.198 Disability and Life Insurance	
412.231 Vehicle Fuel - Gasoline	1,000
412.238 Clothing and Uniforms	1,000
412.324 Wireless Telephone	500
SRO Muncy Total	<u>26,050</u>
Police Total	<u>339,120</u>

411 Fire

411.354 Workers Compensation	10,000
411.361 Fire Public Utility	10,000
411.540 Firefighting Stipend	43,000
411.541 Foreign Fire Relief	13,300
Total	<u>76,300</u>

414 Zoning and Planning

414.310 Professional Fees	2,300
414.312 UCC Code Inspection	4,000
414.317 Transcript Fees	500

414.341 Advertising	500
414.454 Memberships and Dues	100
Total	<u>7,400</u>

419 Crossing Guards

419.115 Wages - Part Time	16,500
419.192 Social Security Tax - Employer	1,250
419.194 Unemployment Tax - Employer	1,000
419.238 Clothing and Uniforms	250
419.354 Workers Compensation	500
419.361 Electric - Muncy school	200
Total	<u>19,700</u>

PUBLIC WORKS

HIGHWAYS

430 General Services/Administration

430.120 Wages - Full Time	105,000
430.115 Wages - Part Time	3,500
430.192 Social Security Tax - Employer	8,000
430.194 Unemployment Tax - Employer	1,200
430.196 Health Insurance	46,000
430.197 Pension	27,000
430.198 Disability/Life Insurance	2,750
430.210 Office Supplies	500
430.231 Vehicle Fuel - Gasoline	7,000
430.232 Vehicle Fuel - Diesel	2,000
430.238 Clothing and Uniforms	1,200
430.241 General Government Supplies	4,000
430.251 Vehicle repair	5,000
430.260 Small Tools and Equip	1,500
430.354 Workers Compensation	6,300
430.356 Vehicle insurance	1,500
430.361 Public Utility - Electric	
430.363 Heating Oil	4,000
430.373 Repairs - Building	2,000
430.374 Machinery and Equipment Repair	7,500
430.384 Machinery and Equipment Rent	1,500
430.460 Meetings, Continuing Education	100
Sub-total	<u>237,550</u>

Utilities/Services

432 Winter Maintenance/Snow Removal

432.241 General Government Supplies	1,500
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433 Traffic Control Devices

433.361 Electricity	2,500
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434 Street Lights	
434.361 Electricity	31,000
438 Repair of Roads/Bridges	40,000
439 Storm Drains	50,000

CULTURE, RECREATION, OTHER

447.000 Transit system	1,250
452.540 Swimming Pool Stipend	3,250
455.540 Shade Trees Stipend	2,500
456.540 Public Library Stipend	4,500
459.540 Community Organizations Stipend	1,500
462.000 Borough clean up day	2,500
489.300 Employee Health Sav Acct	0
492.000 Transfers to Equip / Bldg Fund	10,000
CULTURE AND RECREATION TOTAL	<u>150,500</u>

TOTAL EXPENDITURES	1,055,030
SURPLUS / (DEFICIT) +/-	<u>0</u>

Borough of Muncy Ordinance #540

An Ordinance of the Borough of Muncy, Commonwealth of Pennsylvania, fixing the tax rate for the fiscal year 2018.

BE IT ORDAINED, and it is hereby ordained and enacted by the Council of the Borough of Muncy, Commonwealth of Pennsylvania:

Section 1. That a tax be and the same is hereby levied on all property within the said Borough subject to taxation for the Borough purposes for the fiscal year 2018 at the rate of 5.3 mills for each dollar of assessed valuation.

Section 2. That any Ordinance or part of Ordinance conflicting with this Ordinance by the same is hereby repealed insofar as the same affects this Ordinance.

ENACTED this ____ day of December, 2017

<u>ROLL CALL:</u>	<u>YEA/NAY</u>	<u>SIGNATURE</u>
President Richard Baker	_____	_____
Council William Burns	_____	_____
Council Elaine McAleer	_____	_____
Council Edward Feigles	_____	_____
Council Dana Bertin	_____	_____
Council Linda Stein	_____	_____
Council Karen Richards	_____	_____

ATTEST:

Secretary, Borough Council

Jon Ort, Mayor