

February 3, 2025

The regular meeting of the Montoursville Borough Council held in the John Dorin Municipal Building was called to order by Council Vice President Robert Brown at 7:00 PM with the following answering roll call: Mark Tillson, Tina Kline, Misty Emick, Robert Brown, and Christopher Lucas. Absent - Eric Greenway.

The Pledge of Allegiance was observed.

The January 6, 2025 minutes were approved on a motion by Dr. Kline, second by Mrs. Emick. The motion carried.

TREASURERS REPORT/BOROUGH BILLS – Motion by Mr. Lucas to approve the January 2025 Treasurer’s report, second by Dr. Kline. The motion carried.

VISITORS AND PUBLIC COMMENT FOR AGENDA ITEMS –

Willing Hand Hose Fire Chief, Mr. Jeff Hutchins gave update regarding the annual Hazmat refresher. He shared the new fire engine is in production and reviewed his call report from January.

NEW BUSINESS –

GENERAL EASEMENT AGREEMENTS – VERIZON – Council Vice President, Mr. Brown presented General Easement Agreements with Verizon for 710 Bennett St. & 618 Pearl Blvd. for review.

Motion by Mrs. Emick to approve General Easement Agreements with Verizon as presented; second by Dr. Kline. The motion carried.

AMENDMENT #1 SUBRECIPIENT AGREEMENT – CDBG FFY 2022 – DECREASING FUNDING CURB CUTS IV and INCREASING FUNDING CURB CUTS V - Council Vice President, Mr. Brown presented Amendment #1 Subrecipient Agreement for CDBG FFY 2022 decreasing funding for Curb Cuts IV project in the amount of \$1,837.30 and increasing funding for Curb Cuts V project in the amount of \$1,837.30 for review.

Motion by Dr. Kline to approve Amendment #1 Subrecipient Agreement – CDBG FFY 2022 decreasing funding for Curb Cuts IV project in the amount of \$1, 837.30 and increasing funding for Curb Cuts V project in the amount of \$1,837.30 as presented; second by Mr. Lucas. The motion carried.

RESOLUTION 2025-01 – AUTHORIZATION TO SUBMIT A FINANCIAL ASSISTANCE APPLICATION TO PENNVEST & LETTER OF RESPONSIBILITY – Council Vice President, Mr. Brown presented Resolution 2025-01 Authorization to Submit a Financial Assistance Application to PENNVEST & Letter of Responsibility for review. It was explained that this is a formality in order to file for the loan from PENNVEST for the new reservoir project.

Motion by Dr. Kline to approve Resolution 2025-01 Authorization to Submit a Financial Assistance Application to PENNVEST & Letter of Responsibility as presented; second by Mr. Brown. The motion carried.

2025 ENGAGEMENT LETTER/LARSON, KELLET & ASSOC –Council Vice President, Mr. Brown presented the 2025 engagement letter from Larson, Kellet & Associates for auditing services for review.

Motion by Mr. Lucas to approve 2025 engagement letter from Larson, Kellet & Associates for auditing services as presented; second by Mrs. Emick. The motion carried

PLANNING & ZONING – Central Keystone COG Reports January 2025.

RECREATION – Council member, Mr. Lucas reviewed and explained Event permit 2025-02 as presented.

Motion by Mr. Lucas to approve event permit 2025-02 as presented; second by Mrs. Emick. The motion carried.

STREETS/WATER – Street and Water Project Coordinator, Mr. Hoffman explained that the transmission on the dump truck is bad shape.. He stated the dump truck is 10 years old and that it will cost approximately \$14,000.00, as

per a quote from Penn Power, for repairs. Council member, Mr. Lucas stated that providing three quotes for the repairs would be sufficient in the effort to ensure the borough is spending money wisely.

MAYOR – Nothing at this time.

POLICE CHIEF – Chief Gyurina reviewed the January 2025 police report.

COUNCIL PERSONS – Council member, Mrs. Emick questioned the status of the RFP for the Borough engineer. It was noted that it would be proposed and reviewed around June. Council member, Mrs. Emick then stated she was upset regarding the lack of treatment of the streets from the most recent snowfall of a half an inch and stated this was not acceptable for borough residents. Mayor Bagwell explained that he, Chief Gyurina and Street and Water Project Coordinator, Mr. Hoffman had a discussion regarding Mrs. Emick's complaint, noting that the on-duty police officer would contact Mr. Hoffman notifying him of the street conditions, unfortunately that evening due to illness the on-duty officer was not working therefore there was lack of treatment to the streets. He explained that Chief Gyurina and Mr. Hoffman will discuss and find a better way of notification to manage future snow/ice event coordination.

SOLICITOR – Nothing at this time.

COUNCIL VICE PRESIDENT – Council Vice President, Mr. Brown gave a civil service update noting that a written exam was administered on Tuesday January 8th, 2025 and they will be moving forward to the next phase.

PENDING MATTERS – Nothing at this time.

CORRESPONDENCE AND ANNOUNCEMENTS – The next Council meeting will be held Monday March 3rd, 2025 @ 7:00PM.

VISITOR AND PUBLIC COMMENTS –

Willing Hand Hose Fire Chief, Jeff Hutchins explained that there was a notice in the Sun Gazette that the Lycoming County Board of Elections changed the location of the first and third ward polling places. Council Vice President, Mr. Brown also shared that the first ward will be voting at the John Dorin Municipal Building, and the third ward will be voting at Faith United Methodist Church.

There being no further business the meeting was adjourned at 7:25 PM on a motion by Mr. Lucas, second by Dr. Kline. The motion carried.

Respectfully submitted,

Ginny Gardner, Borough Secretary