September 14, 2026

The regular meeting of the Montoursville Borough Council held in the John Dorin Municipal Building was called to order by Council President Dr. Kline at 7:00 PM with the following answering roll call: Tina Kline, Misty Emick, Donald Konkle, Mark Tillson, Marshall Winters, Donald Boyles and Mayor Swank.

The Pledge of Allegiance was observed.

The August 3rd & August 17th, 2026, minutes were approved on a motion by Mr. Boyles, second by Mr. Konkle. The motion carried.

MONTOURSVILLE FIRE COMPANY— Fire Co. Chief, Mr. Jeff Hutchins, of Willing Hand Hose gave the August 2026 Fire and EMS reports. EMS totals were 103 calls, 56 within the borough and fire calls were 50, 18 of which were within the borough.

VISITORS AND PUBLIC COMMENT FOR AGENDA ITEMS – Nothing at this time.

PLANNING COMMISSION– President Robert Weaver stated that most of the issues are included under new business item #4, so they will be discussed then.

TREASURERS REPORT/BOROUGH BILLS – Motion by Mr. Winters to approve the August 2026 Treasurer's report, second by Mrs. Emick. The motion carried.

PLANNING & ZONING –Central Keystone COG Reports August 2026.
Motion by Mr. Konkle to accept the CKCOG Reports August 2026; second by Mr. Boyles. **Motion** accepted.

EMERGENCY MANAGEMENT COORDINATOR – No Report or update.

NEW BUSINESS –

RESIGNATION – FROM PLANNING COMMISSION – ERIC MARTINEZ – Council President Dr. Kline presented Resignation –from Planning Commission –Eric Martinez for review.
Motion by Mr. Konkle to approve Resignation –from Planning Commission –Eric Martinez.; second by Mr. Winters. The motion carried.

MOTION TO ACCEPT THE MONTOURSVILLE BOROUGH PLANNING COMMISSION MINUTES FROM THE SEPTEMBER 2, 2026, MEETING & PLACE THEM ON FILE --Council President Dr. Kline presented Motion to Accept the Montoursville Borough Planning Commission Minutes from the September 2, 2026, Meeting & place them on file for review.
Motion by Mrs. Emick to accept the Montoursville Borough Planning Commission Minutes from September 2, 2026, Meeting & place them on file; second by Mr. Boyles. The motion carried.

STORMWATER MANAGEMENT WAIVER REQUEST – MONTOURSVILLE CEMETERY COMPANY LAND DEVELOPMENT (BROAD STREET) -Council President Dr. Kline presented Stormwater Management Waiver Request –Montoursville Cemetery Company Land Development (Broad Street) for review.
President Robert Weaver explained that they recommended, due to a minor increase in runoff, approval of the land development plans on two conditions that the waiver be granted and the plans be signed and notarized.
He also stated that Mrs. Savoy provided the funding for this project, so that a tent no longer has to be used.
Motion by Mr. Konkle to approve Stormwater Management Waiver Request –Montoursville Cemetery Company Land Development (Broad Street); second by Mr. Boyles. The motion carried.

LAND DEVELOPMENT PLAN APPROVAL FOR THE PROPOSED VETERANS PAVILION & SHED LOCATED IN THE VETERANS MEMORIAL AREA ON BROAD ST – MONTOURSVILLE CEMETERY COMPANY (recommendation for approval from the Montoursville Planning Commission – presented by Mr. Robert Weaver, Planning Commission Chair & Mr. Michael Rempel, Architect) -Council President Dr. Kline presented Land Development Plan Approval for the proposed Veterans Pavilion & Shed located in the Veteran's Memorial Area on Broad St –Montoursville Cemetery Company *(recommendation for approval from the Montoursville Planning Commission –presented by Mr. Robert Weaver, Planning Commission Chair & Mr. Michael Rempel, Architect)* for review.
Resident, Mrs. Savoy spoke about how the number of people honoring veterans on Veteran's Day has increased substantially year by year.
Motion by Mrs. Emick to approve Land Development Plan Approval for the proposed Veterans Pavilion & Shed located in the Veteran's Memorial Area on Broad St –Montoursville Cemetery Company *(recommendation for approval from the Montoursville Planning Commission –presented by Mr. Robert Weaver, Planning Commission Chair & Mr. Michael Rempel, Architect)* for review; second by Mr. Boyles. The motion carried.

2027 POLICE AND NUU PENSION MMO – Council President Dr. Kline presented 2027 Police and NUU Pension MMO for review.
Borough Manager, Donna M. Taggart, explained that the MMO is the municipal minimum amount that the Borough contributes to the Pension and must be approved by council as well as confirming the correct figure to council member Mr. Winters due to a typo on their information.
Motion by Mr. Konkle to approve 2027 Police and NUU Pension MMO.; second by Mr. Boyles. The motion carried.

MOTION TO DONATE MONEY TO THE AIRPORT FOR A TEMPORARY ACCESS ROAD FOR CLEAN FILL DISPOSAL ON MILL ST. (not to exceed $ 1,000) – Council President Dr. Kline presented Motion to Donate Money to the Airport for a Temporary Access Road for Clean Fill Disposal on Mill St. (not to exceed $1,000) for review.
Council Member, Mr. Konkle, stated that the airport opened a clean fill site where the borough will be able to dump their fill for at least the next 10 years for this one-time fee. Coordinator of Streets and Water, Mr. Hoffman stated that this will save the Borough a lot of money. Borough Manager Donna M. Taggart expressed that an MOU or agreement would be ideal, and Council Member Mr. Tillson suggested a "Hold Harmless Agreement."
Motion by Mr. Konkle to approve Motion to Donate Money to the Airport for a Temporary Access Road for Clean Fill Disposal on Mill St. (not to exceed $1,000).; second by Mr. Winters. Mr. Konkle and Mr. Winters respectively amended their motions to include a "MOU." The motion carried.

TO APPROVE & AUTHORIZE THE BOROUGH COUNCIL PRESIDENT AND BOROUGH MANAGER TO EXECUTE THE PENNDOT GREEN LIGHT-GO GRANT AND REIMBURSEMENT AGREEMENT FOR THE BROAD STREET & WILLOW STREET TRAFFIC SIGNAL MODERNIZATION PROJECT, IN THE AMOUNT OF $422,969 – Council President Dr. Kline presented To Approve & Authorize the Borough Council President and Borough Manager to Execute the PennDOT Green Light-Go Grant and Reimbursement Agreement for the Broad Street & Willow Street Traffic Signal Modernization Project in the amount of $422,969 for review.
Council President Dr. Kline thanked Borough Manager Donna M. Taggart for her hard work on this.
Motion by Mrs. Emick to approve To Approve & Authorize the Borough Council President and Borough Manager to Execute the PennDOT Green Light-Go Grant and Reimbursement Agreement for the Broad Street & Willow Street Traffic Signal Modernization Project in the amount of $422,969.; second by Mr. Konkle. The motion carried.

RETENTION OF GROVE MILLER ENGINEERING, INC TO PROVIDE PROFESSIONAL ENGINEERING, DESIGN, & PERMITTING SERVICES FOR THE BROAD ST. & WILLOW ST. TRAFFIC SIGNAL MODERNIZATION PROJECT– Council President Dr. Kline presented Retention of Grove Miller Engineering, Inc. to Provide Professional engineering, Design & Permitting Services for the Broad St. & Willow St. Traffic Signal Modernization Project for review.
Motion by Mrs. Emick to approve Retention of Grove Miller Engineering, Inc. to Provide Professional engineering, Design & Permitting Services for the Broad St. & Willow St. Traffic Signal Modernization Project.; second by Mr. Winters. The motion carried.

RESOLUTION NO. 2026-16 - APPROVAL OF GUARDIAN VIDEO/SECURITY SYSTEM (Payment in 2027-$53,393.75)– Council President Dr. Kline presented Resolution No. 2026-16 -Approval of Guardian Video/Security System (Payment in 2027-$53,393.75) for review.
See attached statement by Borough Manager Donna M. Taggart. She later stated that the cost will be a part of the 2027 budget in response to Council Member Mrs. Emick's question and Council President Dr. Kline stated that this is a need not a want. Council Member Mr. Tillson and Mrs. Emick asked about a Grant to cover this cost and Borough Manager Donna M. Taggart stated that she will be asking the county and applying for the LSA grant, but that this is an extremely competitive grant, so nothing is guaranteed. She then explained that the quoted price, valid for 30 days, per the contract, has been locked in and will be honored by Guardian despite it being past the time frame. Borough Manager Donna M. Taggart then stated that she will be obtaining this in writing as per Mrs. Emick's request.
Motion by Mrs. Emick to approve Resolution No. 2026-16 -Approval of Guardian Video/Security System (Payment in 2027-$53,393.75).; second by Mr. Winters.
Roll Call Vote- Mr. Winters-Yes, Mrs. Emick-No, Dr. Kline-Yes, Mr. Boyles-Yes, Mr. Tillson-No and Mr. Konkle-Yes. Motion approved.

APPROVAL OF CONSTRUCTION AGREEMENT – WELL NO 4 IMPROVEMENTS WITH MODERN PUMP & EQUIPMENT INC ($ 212,000) – Council President Dr. Kline presented Approval of Construction Agreement –Well No. 4 Improvements with Modern Pump & Equipment Inc. ($212,000.00) for review.
Borough Manager Donna M. Taggart explained that this is just a formality because the bid was accepted and this was to accept the construction agreement.
Motion by Mr. Konkle to approve Approval of Construction Agreement –Well No. 4 Improvements with Modern Pump & Equipment Inc. ($212,000.00).; second by Dr. Kline. The motion carried.

AUTHORIZATION TO PURCHASE A VALVE FOR RESERVOIR NO 4 (TANK #1) AT A COST NOT TO EXCEED $ 50,000 TO BE FUNDED FROM WATER CAPITAL IMPROVEMENT FUND – Council President Dr. Kline presented Authorization to Purchase a Valve for Reservoir No 4 (Tank #1) at a Cost Not to Exceed $50,000 to be Funded from Water Capital Improvement Fund for review.
Borough Manager Donna M. Taggart explained that Coordinator of Streets and Water, Mr. Hoffman saved the borough quite a bit of money by using the vault that was still there and ensuring it can be used. Mr. Hoffman explained that it will take six weeks to get this valve and this needs approved so it can be ordered to keep the project on target.
Motion by Mr. Konkle to approve Authorization to Purchase a Valve for Reservoir No 4 (Tank #1) at a Cost Not to Exceed $50,000 to be Funded from Water Capital Improvement Fund.; second by Mr. Boyles. The motion carried.

TO APPROVE QUOTE OF $ 38,850 FOR THE SCADA UPGRADES FOR OUR POTABLE WATER STATION & NOT TO EXCEED $ 5,000 FOR THE VALVE (TOTAL EXPENDITURE - $ 43,850.00) WITH FUNDING TO BE UTILIZED FROM UNUSED MONIES WITH THE "WATER MAIN REPLACEMENT" BUDGET LINE ITEM – Council President Dr. Kline presented To Approve Quote of $38,850 for the SCADA Upgrades for our Potable Water Station & Not to Exceed $5,000 for the Valve (Total Expenditure - $43,850.00) with Funding to be Utilized from Unused Monies with the "Water Main Replacement" Budget Line Item Fund for review.

Coordinator of Streets and Water Mr. Hoffman stated that this is the upgrade to the potable water station so that it becomes computerized, like the bulk station, instead of handwritten log sheets. It would also allow him to put a limit on the water pulled from the hydrant, thus allowing more control of the water system. In response to Mrs. Emick's question the Bulk Water is bringing in enough money to cover this, but Mr. Hoffman is pulling this from his budget in lieu of doing another water main that was part of the 5-year plan. Fixing the main vs. fixing leaks and the importance of this and what line item it was paid for were discussed as well.
Motion by Mr. Konkle to approve Quote of $38,850 for the SCADA Upgrades for our Potable Water Station & Not to Exceed $5,000 for the Valve (Total Expenditure - $43,850.00) with Funding to be Utilized from Unused Monies with the "Water Main Replacement" Budget Line-Item Fund.; second by Mr. Winters. The motion carried.

RECREATION – Council Member Mrs. Emick reviewed and explained Event permits 2026-29, 2026-30, 2026-31, 2026-32 & 2026-33.
Council Member Mr. Winter's explained the Chamber of Commerce sponsored event at the Borough that he is in charge of. Council Member Mrs. Emick then announced that the Pumpkin Decorating Contest will be coming up in October.
Motion by Mrs. Emick to approve Event permits 2026-29, 2026-30, 2026-31, 2026-32 & 2026-33. as presented; second by Mr. Konkle. The motion carried.

STREETS/WATER – Streets and Water Coordinator Mr. Hoffman explained the leaks that were fixed and the new pavilion is about completed. He also stated that the VIP's painted the bridge with grit-based paint to prevent slippage when walking as well as painted benches, picnic tables and the little pavilions among other things. Mr. Hoffman also stated that the Little Library Box was installed and being used as well as the Fishing Tackle Receptacles designed for safe disposal of fishing line and hooks to help the wildlife that gets tangled in it. In response to Council President Dr. Kline's question, the alley project is slated to start this week with schedules and info coming out as soon as its received. Mr. Hoffman explained more about this project and that businesses downtown will be let known and it may be a minor inconvenience for a while.

MAYOR – Mayor Swank stated that they are doing their best with developing additional recruiting strategies because even Williamsport is having trouble filling positions for Officers.

POLICE CHIEF – Police Chief Tobias reviewed the August 2026 police report with 91 calls for service last month, 30 traffic citations, 26 warnings, a DUI and 21 reportable crashes. They are at a total of 197 traffic citations and 144 warnings for the year vs 145 total citations and only 2 warnings for 2025. He also stated that reportable crashes are trending lower this year vs. last year. Some notable incidents include a traffic stop that lead to 2 cars being seized, 2 search warrants carried out and a large amount of narcotics being seized. Chief Tobias thanked the Borough Officers for all their hard work and attention to detail that turns a minor traffic stop into something much bigger. He then went on to explain that they have two applicants testing for the civil service test coming up, the RMS system is up and running, the new vehicle is getting outfitted with an MVR by AXON Sept 29th & 30th, body worn cameras should be running before then, thus the entire AXON system should be up and running by the end of the month. Chief Tobias then stated that three officers were re-certified to use the speed timing device and did building clearing drills among other important trainings. He also discussed E-Vehicles, citations and children riding them.

COUNCIL PERSONS – Council Member Mr. Tillson mentioned a 5-to-10-year plan and the Streets & Water Committee will have a meeting at 6:15pm before the next council meeting.

SOLICITOR – Not Present at the Meeting.

COUNCIL PRESIDENT – Nothing at this time.

BOROUGH MANAGER – Borough Manager Donna M. Taggart passed around a picture of the VIP swing to express how amazing it looks, she also stated that the Eagle Scout that did the tackle box project donated $61.41 that was left over from his project and finally on the webpage she talked about the "news and notices" section, senior expo and upcoming items that she eventually hopes to post.

PENDING MATTERS – Nothing at this time.

CORRESPONDENCE AND ANNOUNCEMENTS – The next regular Council meeting will be held Monday October 5th, 2026 @ 7:00PM. Executive session for Personnel & Legal to be held immediately following the council meeting without reconvening.

VISITOR AND PUBLIC COMMENTS – Resident, Dave Walters of 1133 Walnut Street, spoke about the reduction of water pressure in the borough and if the Tank will help increase it and questioned if the ordering of the valve for the Tank project will delay the project. Mr. Hoffman, Coordinator of Streets and Water, said no to the tank project being delayed and theoretically yes, installing the Tank is supposed to increase the pressure. He also stated that there currently are no pressure alarms going off in the borough, so it may be something on his property or a leak causing low pressure to his house. Mr. Walters also mentioned vehicles speeding on Fairview and Chief Tobias let him know that they monitor the area by the church close to there.

There being no further business, the meeting was adjourned at 8:25 PM on a motion by Mrs. Emick; second by Mr. Winters. The motion carried.

Respectfully submitted,

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Donna M. Taggart, Borough Manager