

**Montgomery Borough Council
Meeting
August 5, 2019**

President Crist called the meeting to order at 6:30pm.

I. Pledge of Alliance-All rose for Pledge of Alliance

A moment of silence was taken for the recent tragedies in Texas, Ohio and Williamsport.

II. Roll Call was taken. Whitlow Wertz-A, Dale Brendle-P, Susan Andrews-P, Fae Herb-P, Lynn Crist-P, Amber Wilt-P (arrived at 6:37pm) and Shawn Coles-P. Also present were Borough Coordinator Donna Miller and Mayor Sean Leet.

III. Old Business

1.National Night Out. Mayor Leet thanked Councilwoman Andrews for all her hard work. It will take place at the fireman's ground on Tuesday, August 6th from 6-8pm. Police and Fire Department, EMA, will be in attendance. The Historical Society, Girl Scouts, Summer Alive and Coroner's office will be there. Hopefully Life Flight helicopter will be able to be there. Vehicle rescues demos will take place. Food and give-a-ways will be available, plus a car seat inspection and proper installation of the seat will take place.

2.Winefest- Mayor Leet reported the Winefest is Saturday, August 10th from 1-5pm at the Park. Glasses are in and at his house. Microbrewers and numerous food and craft vendors will be there. A motion was made by Susan Andrews to have the on-call Borough employee pick up the garbage and clean the park/bathrooms for a cost of \$50.00, second by Shawn Coles. Motion carried.

3.Stop signs on Wagner Ave. Donna Miller reported the stop sign is moved and one installed on Wagner Ave.

4.2020 Budget. Councilwoman Andrews stated she and Angie is having a meeting on Wednesday, August 7th. She asked if any committees have met and discussed any upcoming projects. Donna Miller reported that contractors have been contacted about roof replacements, but no estimates have been given. The Police are working on their budget, but some more details are needed. Councilwoman Andrews asked if anything more has been decided with the Little League building. She will contact Doug McClintock for this. At this time, Councilwoman Andrews stated there is a "Cops" grant available. This grant is used for a full time Officer but it is not opened yet. A motion was made by Susan Andrews to start this process, second by Amber Wilt. Motion carried. President Crist asked about the terms of this grant, Susan stated the conditions change each time. Susan will email Council members with updates.

New Business:

1.Fire Alarm System. Donna Miller reported that the fire alarm system at the Borough building is not working. Repairman and electricians have been called,

upon their recommendation, the system needs to be replaced. A smoke odor was detected today, the result was a water heater. A quote of \$1,245.45 was received from Compu-Gen. Upon discussion, more estimates will be asked for. More to follow at the next meeting of August 13, 2019.

Councilwoman Andrews stated the Office building is in need of a new front door. Donna Miller will get estimates for a security door and report at the next meeting.

Mayor Leet asked for an Executive Session to discuss Personnel.

President Crist reported the Borough needs a replacement on the WBRA Authority due to the resignation of Richard Miller. Eric Moore from WBRA will be sending some skills/recommendations for this. Council decided to wait to appoint someone to this position until these can be reviewed.

Councilwoman Herb gave all Council information on the proper way to have Executive Sessions. Also, she asked at this time as why not all the Police committee members were informed of the latest meeting.

Councilwoman Andrews spoke of the lack of communication and the embarrassment of the Council.

President Crist stated he was contacted by the Non-Uniform Union representative; they would like to talk to the Labor committee. Lynn will set up the meeting and informed the rest of the members.

The meeting was adjourned at 7:02pm. The meeting may or may not be resumed to make decisions.

The meeting was resumed at 7:03 pm. Borough resident Ruth Little asked about the properties on Penn Street, Donna Miller replied as these are now at the District Magistrate's office. Also, she asked about the alley in back of Penn Street, if this is a private or public alley? Donna Miller and Dale Brendle will look into this and report back.

At this time, Mayor Leet withdrew the Executive Session due to Councilman Wertz being absent.

- IV. Adjournment. Motion was made by Fae Herb to adjourn the meeting at 7:07pm; second by Dale Brendle. Motion carried.

Members of the public present at the commencement of the meeting are set forth on the sign in sheet attached to these minutes as "Exhibit A"


Donna J. Miller
Borough Coordinator

Montgomery Borough Council
July 9, 2019

President Crist called the meeting to order at 6:30pm.

- I. All rose for the Pledge of Allegiance.
- II. Roll call was taken: Whitlow Wertz-P, Dale Brendle-P, Fae Herb-P, Lynn Crist-P, Susan Andrews-P, Amber Wilt-P. Also present was Borough Coordinator Donna Miller, Solicitor Jonathan Dewald and Mayor Sean Leet.

**The meeting was not done in order of the agenda, but the minutes were typed in regular order.
- III. Fire Department Report. Brad Harding read and reviewed the written report for June 2019; with a total of 13 calls; Fire-2; Rescue-1; EMS-10 and Public Assist-0. The June fundraiser was a success. The Essentials class is in 3rd Mod finishing by end of July. Convention EMT class at Station 12 was postponed to a later date until HACC provides new dates. Carnival grounds will need to get reseeded due to all the rain. The department used 13,000 gallons of water to fill pools, a standard agreement was given to the Council for review for filling pools. More will be discussed under Public Concerns.
- IV. EMA Report. Dennis Gruver handed in the monthly report for review. Dennis reported the fund raiser held on July 3rd with the fireworks was successful, being sold out.
- V. Public Concerns. Fire Chief Brad Harding questioned the use of the hydrants for pool use and the condition of the hydrant at 125/127 Penn Street. He also asked about the flow testing of the hydrants. He was instructed to question the Water Authority about these issues.
- VI. Approve June 11, 2019 Meeting Minutes. A motion was made by Dale Brendle to approve; second by Susan Andrews. Motion carried.
Approve July 1, 2019 Meeting Minutes. A motion was made by Dale Brendle to approve, second by Fae Herb. Motion carried.
- VII. Approve May 2019 and June 2019 Treasurer's Report. Both were tabled until next months' meeting.
- VIII. Code Enforcement Officer's Report. A written report was handed in and Donna Miller reviewed.
- IX. Solicitor's Report. Atty. Jonathan Dewald stated the W. Houston Ave. property is on the schedule for the next Commissioners meeting; this should be settled by fall. Atty. DeWald provided to Council a copy of the letter that was sent to

PennDOT about the installation of additional traffic control signs on Wagner Ave. No response from PennDOT was given as of meeting date.

- X. Police Report. OIC Winters handed in and reviewed the written report for June 2019. He reported that “foot patrols” are being done. He also read a letter of accommodation from Officer Ken Flewelling, for Firefighters Chris Swisher, Daniel Bridge and Brad Feaster and the 911 Dispatchers for the great job they did at the incident at 38 Bower Street on March 17, 2019. Officer Flewelling also thanked all the first responders for going above and beyond their duties. A round of applause was given. OIC Winters also reported that the day time Officers are visiting the Summer Alive program. Mark Cassel is certified as of July 2nd and doing patrols.
- XI. Mayor’s Report. Mayor Leet reported he is still working on getting sponsors for the wine glasses for the Winefest. He showed everyone the Police body cameras. The Police committee has not met yet to discuss the position of Police Chief. A copy of an individual’s resume and recommendation letters was included in the Council packets for review and Ernie Delp’s resignation letter and the Mayor’s response. Mayor Leet stated this individual is Raymond O. Kontz III. At this time, Mayor Leet asked Attorney Jon DeWald if Councilwoman Andrews could participate in the Police Committee meetings, if that would be allowed for the Sunshine Law. Attorney DeWald responded as it would need to be advertised. A discussion was held about combining with Clinton Twp. for police coverage, President Crist delivered a letter of interest to the Township, a few Council members have attended the Township meeting about this, the Township will explore the possibility. Brady Township Supervisors Tim Bower and Mike Goetz were in attendance, a question was asked if the township is a partner or client? More information to follow.
- XII. Borough Coordinator’s Report. Donna Miller reported on the following:
 - A. Fireworks. A great show was given, more details on the cost after donations will follow at next months’ meeting. Donna Miller stated if the Borough signs a three-year agreement with Bixler Pyrotechnics the cost would remain the same at \$8000.00 per year. On the recommendation of the Solicitor a resolution for signing of a three-year agreement must be done. A motion was made by Dale Brendle to have Donna Miller sign a three (3) agreement with Bixler Pyrotechnics for a cost of \$8000.00 for the length of the agreement, second by Susan Andrews. Motion carried.
 - B. Playground mulch. Delivery will be Thursday, July 11, 2019.
 - C. Information was included in the Council packets about Washington Township adopting a policy requiring bags or diapers to capture the feces on all equine and all other similar types of animals. A short discussion was held, Council will discuss more after results from Washington Twp. is given.
 - D. Smith’s Tree Service will be taking down another tree in the Park for \$300.00 that is split due to safety reasons. This will be done on July 10, 2019. Councilwoman Herb handed in a donation of \$200.00 that she received from the vendor at the fireworks that was selling trinkets etc., a thank you and receipt will be sent. More organization for the vendors need to be done for next years’ event.

Also, a discussion was held on the bathrooms not being opened at the Fourth of July event, they were then opened but no toilet paper or paper towels at the park bathrooms. Donna Miller will check into this. It was discussed with events like this the bathrooms should be open with the amount of people. Also a discussion was held about trash cans. Councilwoman Wilt asked about the fans at the enclosed pavilion at the park. Donna Miller replied she was aware of the problem, but it will be taken care as soon as possible.

XIII. Committee Report.

-Summer Alive Program: Councilman Brendle thanked the program for cleaning up the mud before the firework celebration. Tina Tickle reported the program will end on July 25th. Six hundred pounds of produce have been used with little waste. They are using the produce from the gardens. Everyone is invited to visit.

-Montgomery Community Development Committee: Councilwoman Herb stated quotes are being done for fixing the black top at the skateboard park. Brad Harding will tear up the old asphalt and Donald Wagner has volunteered to take the old asphalt.

-Public Works: Streets, Lights, Curbs, Sidewalks and Storm Sewers: Councilman Wertz stated that four storm sewers basins need to be fixed. Two for sure for present and the rest for budgeting.

-Parks/Recreation/Vacant Lots: Councilwoman Herb would like to see a sign at the Park stating the rules and regulations.

-Labor Relations-President Crist stated the committee met last evening and items will be discussed in Executive Session.

-Public Safety: Representative to Fire Company-None

-Maintenance/General Administration-None

-Public Safety-Police-None

-Public Safety-Representative to EMA-Councilwoman Herb would like to see an increase of \$500.00 in next year's budget.

-Public Works-Representative to Water and Sewer Authority. None

-Budget/Finance Committee- Councilwoman Andrews stated the 2020 Budget is being worked on, and would like each committee to look into what is needed for priority items for capital projects.

-Tech Committee-Councilman Brendle stated the website is working well and if any local business would like to be placed on the Business Directory please contact him and also if anyone is having an upcoming Borough event, he will place it on. The emails that he receives are forwarded to the appropriate person. Is the missing computer found? He will be taking pictures of all Borough employees and placing them on the website also.

-West Branch Regional Authority Representative-President Crist stated WBRA is continuing to look for funding to continue Phase 2 of the sewer project on Route 15/54 corridor.

-Vacancy Board Committee-None

-Zoning Board-None

-Planning Commission-None

XIV. Old Business.

1. Fill Vacant Montgomery Borough Council Position for 2019. President Crist opened nominations. Councilman Dale Brendle nominated Clayton Steward; Councilwoman Andrews nominated Shawn Coles. Nominations were closed. A roll call vote was taken Whitlow Wertz-Clayton Steward; Dale Brendle-Clayton Steward, Susan Andrews-Shawn Coles; Fae Herb-Shawn Coles; Amber Wilt-Shawn Coles, Lynn Crist-Clayton Steward. This resulted in a tie vote, Mayor Leet voted for Shawn Coles. Shawn Coles is the new Montgomery Borough Council member until December 31, 2019. Shawn Coles was given her oath of office and participated in the meeting. Mayor Leet asked if Clayton Steward was on the November ballot, answer yes and Shawn Coles is doing a write in.
2. Fill Vacant Montgomery Water and Sewer Authority Position until end of 2021. President Crist opened nominations. One applicant was received, Debra Stine. A motion was made by Susan Andrews to nominated Debra Stine, second by Fae Herb. A motion was made by Dale Brendle to close nominations, second by Amber Wilt. Motion carried. Debra Stine is the new Water Authority member.
3. Councilwoman Andrews gave an updated report on turning on various street lights throughout the Borough, approximately 21 on them. PPL stated no reconnection charge. They would be replaced with LED lights, which have a 15-year agreement. The wattage of the bulb replacement would be determined upon the location of the poles. President Crist asked what the monthly cost would be. Councilwoman Andrews will follow up on this and report at the next meeting.
4. Mayor Sean Leet reported on the National Night Out, which will be held Tuesday, August 6, 2019 at the Montgomery Park. Councilwoman Andrews and Mayor Leet are looking into a bounce house for the event. Mayor Leet reported that he is contacting local businesses for donations. A motion was made by Amber Wilt to allow \$300.00 to cover the inflatable bounce house and insurance for this; second by Dale Brendle. Motion carried. Donna Miller will check with the insurance company about a special event permit for this. Mayor Leet also reported on the Winefest of August 10th. Sponsors are still needed for the wine glasses. He would like a total of 500 glasses, we have sponsorship for 250 of them. 125 glasses are \$300.00 They will be sold at the Winefest for \$10.00 each.

XV. New Business.

1. Saige Whipple-Junior Council member. Saige was here and introduced herself to Council. She will be starting at the beginning of the school year of 2019-2020.

XVI. Public Comments. Councilwoman Herb stated the rededication of Montgomery Memorial Park will be held September 7, 2019 at 11 am. Girl Scouts are planting a tree in memory of Police Officer Angel McLaughlin, also Fae purchased a wind spinner with a plane on it in memory of Council member Donald Feaster for his 70 years of voting. Also, something will be placed for Nancy Gruver. She would like to close the bottom portion of East Houston Ave. for this.

At this time, Councilwoman Wilt motioned for reorganization of the Borough Council, second by Shawn Coles. Nominations for Borough Council President were opened. A motion was made by Dale Brendle to nominate Lynn Crist for President, a motion was made by Amber Wilt to nominate Susan Andrews for President. The nominations were closed. A roll call vote was taken; Susan Andrews-Susan Andrews; Dale Brendle-Lynn Crist; Fae Herb-Lynn Crist; Whitlow Wertz-Lynn Crist; Lynn Crist-Lynn Crist; Amber Wilt-Susan Andrews, Shawn Coles-Susan Andrews. Lynn Crist will remain as Borough Council President. Nominations were opened for Borough Council Vice-President. A motion was made by Susan Andrews to nominate Fae Herb. A motion was made by Dale Brendle to nominate Susan Andrews. The nominations were closed. A roll call vote was taken. Susan Andrews-Susan Andrews; Dale Brendle-Susan Andrews; Fae Herb-Fae Herb; Whitlow Wertz-Susan Andrews, Lynn Crist-Fae Herb; Amber Wilt-abstained; Shawn Coles-Susan Andrews. Susan Andrews is Borough Council Vice-President. Nominations were open for President Pro-Tem. A motion was made by Amber Wilt to nominate Fae Herb as President Pro-Tem. Nominations were closed by Dale Brendle. Fae Herb will remain as Borough Council President Pro-Tem.

Executive Session-Personnel

Council entered into Executive Session at 7:52pm; a decision will be made after. The meeting resumed at 8:34pm.

President Crist stated that he and the Labor committee reviewed the contract of Donna Miller and Angie Adams to continue the duties of Borough Coordinator. A motion was made by Whitlow Wertz to extend the contract until December 31, 2019 with a pay raise for Donna Miller at \$1.25 per hour (this cost will be split 50/50 between Montgomery Borough and Montgomery Water Authority) upon Water Authority approval, second by Dale Brendle. Motion carried. A roll call vote was taken Whitlow Wertz-Yes; Dale Brendle-Yes; Susan Andrews-Yes, Fae Herb-No; Lynn Crist-Yes; Amber Wilt-No; Shawn Coles-Yes.

Councilwoman Herb asked about residents coming into the Borough office and how far back in the office they go. Donna Miller replied to this, stating some sit at the Council table to talk etc.

XVII. Adjournment. Motion was made by Whitlow Wertz to adjourn the meeting at 8:37pm; second by Fae Herb. Motion carried.

Members of the public present at the commencement of the meeting are set forth on the sign in sheet attached to these minutes as "Exhibit A"


Donna J. Miller
Borough Coordinator

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