

**REGULAR MEETING OF BOROUGH COUNCIL**  
**AGENDA**  
**February 12, 2024**

\*There will be an executive session on February 12<sup>th</sup> at 5:45 p.m. for matter litigation and personnel\*

**Call to Order - 6 p.m.**

Invocation: Mayor Angelo

Pledge of Allegiance: President Geise

Mayor Angelo to give the Administration of Oath of Office

Roll Call: Mrs. Maddy

**Regular Business**

**Approval of Minutes**

A motion to approve the minutes of January 2, 2023.

**Visitors** (three-minute maximum time per subject per person on agenda items)

**Reports**

**Fire Department**

Chief Trammell

- a. The SMART report is in the packet.
- b. The SWFD monthly response report is in the packet.

**EMA Coordinator**

Jason Young

**Zoning and Codes**

Victor Marquardt

- a. Rental Inspection, Zoning, and Codes Violations reports are in the packet.
- b. A motion to approve Ordinance 2024-1 amending the property maintenance code to provide for increased penalties.

**Sewer Report**

- a. The report is in the packet.

**Planning Commission**

Bruce Smithgall – Chairman

### **Shade Tree Commission**

Chris Tolomay

### **Appeals Board**

### **Old Business**

### **New Business**

### **Civil Service Commission**

### **Safety**

Casey Lowmiller – Chairman

Cory Lehman – Vice Chairman

- a. UCR reports will be provided later.
- b. Informational items from the Public Safety Director.
- c. Informational items from Chief Embeck.
- d. A motion to hire Jesus Aguilar as a probationary officer with a starting date of March 4th.

### **Personnel**

Tim Pregent – Chairman

Dave Geise – Vice Chairman

### **Public Works and Sewer**

Joe LaRue – Chairman

Larry Baker – Vice Chairman

1. A motion to approve amendment #1 to the MOU between LCWSA, Borough of Duboistown, and Borough of South Williamsport.
2. A motion to approve the 2024 Winter Traffic Services Agreement with PennDOT; our current agreement expires on April 30, 2024.

### **Community Engagement**

Dave Geise – Chairman

Larry Baker – Vice Chairman

1. A motion to approve the Shine for Shirati 5K Color Run/Walk & Kids Fun Run on October 5<sup>th</sup>.

## **Finance and Administration**

Cory Lehman – Chairman

Joe LaRue – Vice Chairman

- a. A motion to approve the warrant list showing total expenses of \$708,414.88 for the period 01/03/23-02/13/24. General Fund \$350,157.79; Sewer Fund - \$174,826.42; MS4 - \$17,474.86; Fire Protection Fund - \$26,415.42; Liquid Fuels Fund - \$17,304.58; Police Donations Fund – \$11,120.81; Capital Projects Fund - \$5,032.00; Home Rehab Grant Fund - \$106,083.00.
- b. A motion to approve Resolution 2024-R1 certifying provision of local match for state operating financial assistance.
- c. A motion to approve pay application #1 from Hawbaker for Paving Phase V in the amount of \$39,491.70.
- d. A motion to approve amending the General Fund budget by reducing line item 01-351-020 to -0- & increasing line item 01-358-100 to \$132,080.00. We will now be recording receipt of Duboistown Borough’s portion of law enforcement services in line item 01-358-100. We budgeted \$132,080.00 in revenue for Duboistown’s portion of law enforcement services. Grant funds received for the police department will be recorded in line item 01-351-020.
- e. A motion to approve the memorandum of recommendation that consolidates permits, changes permit fees, and changes the requirements to obtain permits. The memorandum is included in the packet.
- f. Reporting and Insights from the 2022 audit is provided in the packet.

## **Vacancy Board**

### **Tax Collector**

Dottie White Mertz – Tax Collector/Tax Administrator

### **Mayor**

### **Borough Solicitor**

### **Borough Manager**

### **Correspondence**

**Comments from Public on Non-Agenda Items** (limit to 3 minutes per person per topic)

### **Executive Session**