

MONTROSE BOROUGH ZONING HEARING BOARD MINUTES

January 16, 2024

1. Roll call and declaration of quorum –

Mary Ann DeWitt – Chairman -Absent

Carla Whitney – Vice-Chairman – Absent

James Sample – Present

Teresa LaRue – Present

Sharyn Powers - Present

Benjamin Curley - Present; Quorum in place with four of the Board

Members Present.

2. Nomination of Officers for the year 2024 - Appointment of Chairman, Vice-Chairman –

a) Teresa LaRue made a Motion to appoint Sharyn Powers as Chairman of the Board; Seconded by Benjamin Curley – all voted in favor, Motion Carried.

b) Sharyn Powers made a Motion to appoint Carla Whitney as Vice-Chairman of the Board; Seconded by Teresa LaRue – all voted in favor, Motion Carried.

3. Call to Order – At 6:15 P.M. the Meeting was called to Order.

4. Pledge of Allegiance.

5. Reading and Approval of Agenda –

The Agenda for the January 16, 2024 Meeting was read by the Board Secretary;

James Sample made a Motion to Accept the Agenda as read; Seconded by

Benjamin Curley - all voted in favor, Motion Carried.


6. Reading and Approval of Minutes - The Board Minutes of October 17, 2023 were read by the Board Secretary; Benjamin Curley made a Motion to Accept the Minutes as read; Seconded by James Sample – all voted in favor, Motion Carried.
7. Appointments – Solicitor and Secretary positions – Benjamin Curley made a Motion to continue with Attorney Paul Litwin as Counsel for this Board; Seconded by James Sample – all voted in favor, Motion Carried.
Benjamin Curley made a Motion to continue with Elaine Petrzala as Secretary for this Board; Seconded by Teresa LaRue – all voted in favor, Motion Carried.
8. Establish Meeting Dates – Benjamin Curley made a Motion for the 2024 meeting dates to be continued on the third Tuesday of each month; Seconded by Teresa LaRue – all voted in favor, Motion Carried. The Secretary will email the meeting dates for 2024 to each of the Board Members.
9. Public Comment – None
10. Unfinished Business – None
11. New Business – The Secretary handed to the Board Members the forms for the State Ethics Commission which were received from the Borough Secretary for completion and return by them to the Borough Secretary, Alyssa Sprout Brace.
Mary Ann DeWitt has submitted her resignation from the Montrose Borough Zoning Hearing Board effective September 28, 2023. The Montrose Borough Council has Accepted the resignation of Mary Ann DeWitt and a copy of the November 6, 2023 Meeting Minutes Accepting her resignation is attached hereto.

The Secretary will update the Contact Information for this Board and submit it for update on our website.

12. Adjournment – James Sample made a Motion to adjourn the Meeting at 6:28 P.M.; Seconded by Benjamin Curley – all voted in favor, Motion Carried.

13. Attendance Sheet attached hereto and made part hereof. Individuals are listed thereon.

Respectfully submitted,



Elaine Petrzala, Secretary
Montrose Borough Zoning Hearing Board

MONTROSE BOROUGH COUNCIL

Regular Meeting

7:00 PM

November 6, 2023

President Judith Kelly called the regular meeting to order at 7:00PM

Pledge of Allegiance was recited by all in attendance.

Mayor Tom LaMont said a prayer for guidance.

Adoption of Agenda: President Kelly questioned if anyone would like to make any changes or additions to the agenda. Motion was made by Councilman Randy Schuster to adopt agenda as presented; Councilman Ed Herd 2nd the motion. All in favor, motion carried.

Approval of Minutes: President Kelly inquired if there were any changes or corrections to the September meeting minutes. Motion was made by Councilman Herd to accept the minutes with the amendment that Craig Reimel was present for meeting; Councilman Craig Reimel 2nd the motion. All in favor, motion carried.

Present for Roll Call: Judy Kelly, Randy Schuster, Ed Herd, Todd Chamberlain, Craig Reimel

Absent: Sean Granahan, Tom Follert

Other Officials Present: Mayor Thomas LaMont, Secretary Alyssa Sprout Brace

Misc. Correspondence:

Susquehanna County Conservation District
RE: Gas Main Extension

Spectrum
RE: Franchise Agreement

Mary Ann Dewitt
RE: Resignation Letter

Susquehanna County Assessment Office
RE: Assessment Values for 2024

Fidelity
RE: Investment Report

Northern Tier Coalition
RE: Closing of NTC Account

Berkheimer
RE: Operational Fees

ERB Inspections Inc:
RE: Activity Report

Montrose Zoning Hearing Board
RE: Minutes

Northeastern Security
RE: Quote for 54 South Main

True View
RE: Quote for 54 South Main

PA American Water
RE: Dimock Water

President Kelly inquired if there were any questions or comments associated with the miscellaneous correspondence. No questions or comments.

Recognition of Attendees: Brian Small (PennDot), Mark Darmafol

Speakers: Guest Speaker Brian Small spoke to Council regarding the PennDot wash plant. Councilman Schuster stated Penn Dot needed to speak with Montrose Municipal Authority manager Ted Cady regarding this matter. Schuster explained Penn Dot needs to meet the requirements that the Montrose Municipal Authority has before Council will consider approval. Mr. Small thanked council for their time. No other discussion was had.

Approval of A/P: President Kelly inquired if there were any questions or comments on submitted Accounts Payable. Councilman Schuster, motioned to approve payment of outstanding bills; Councilman Reimel 2nd the motion. All in favor, motion carried.

Approval of Payroll: President Kelly inquired if there were any questions or comments on submitted Payroll report. Councilman Todd Chamberlain motioned to accept the Payroll Report; Councilman Herd 2nd the motion. All in favor, motion carried.

Accounts Receivable/Deposits: President Kelly inquired if there were any questions or comments associated with the submitted Accounts Receivable/Deposit Report. No questions or comments.

Treasurer's Report: President Kelly asked if anyone had any questions or comments on the submitted Treasurer's Report. Motion was made to accept the Treasurer's Report by Councilman Reimel; Councilman Chamberlain 2nd the motion. All in favor, motion carried.

Budget Report: President Kelly inquired if anyone had any questions or comments on the presented material. Motion was made by Councilman Schuster to accept the Budget Report; Councilman Herd 2nd the motion. All in favor, motion carried.

Street Department: President Kelly inquired if anyone had any questions on the Street Department Report. No questions or comments at this time.

Zoning Report: President Kelly inquired if anyone had any questions on the Zoning Report. No questions or comments.

Code Enforcement Report: President Kelly inquired if anyone had any questions or comments on the submitted Code Enforcement. No questions or comments.

Police Department: President Kelly asked if there were any questions or comments on the Police Report. Councilman Chamberlain inquired if there was any word on the police cruiser at Montrose Motors. No word at this time.

Municipal Authority: Kelly asked if there were any questions or comments on the Municipal Authority Report. No questions or comments.

Mayor's Report: Mayor LaMont stated there was nothing major to report.

Councilman Schuster called an executive session at 7:19PM
Executive session closed at 7:32PM
Meeting back in order at 7:33PM

Action Items:

1. **Motion to Accept Mary Ann DeWitt's Resignation:** Council Schuster made the motion to accept Mary Ann DeWitt's resignation with regrets. Councilman Reimel 2nd the motion. All in favor, motion carried.
2. **Appoint New Municipal Authority Management Coordinator:** Councilman Herd made the motion to accept Paul Johnson as the new Municipal Authority Management Coordinator. Councilman Schuster 2nd the motion. All in favor, motion carried.

3. **Motion to Advertise 2024 Budget and Tax Ordinance:** Councilman Schuster made the motion to approve the advertisement of the 2024 Budget and the new tax increase from 14 mills to 16 mills. Councilman Reimel 2nd the motion. All in favor, motion carried.

4. **Approval of Security System for 54 South Main Street:** Councilman Herd made the motion to approve True View to install the camera system at 54 South Main Street. Councilman Reimel 2nd the motion. All in favor, motion carried. Councilman Chamberlain made the motion to hire Northern Security Systems to install security systems for 54 South Main Street. Councilman Remiel 2nd the motion. All in favor, motion carried.

5. **Approve Spectrum Franchise Agreement :** Councilman Schuster stated the Spectrum Franchise Agreement was in the hands of the Borough Solicitor for review. No other discussion at this time.

Discussion Items:

1. **PA American Water:** Secretary Alyssa Sprout Brace stated she put this information in the packet to inform council that PA American water confirmed with Borough Council Solicitor there will be no water coming from Montrose Lake for the Dimock water expansion project. No other questions or comments at this time.

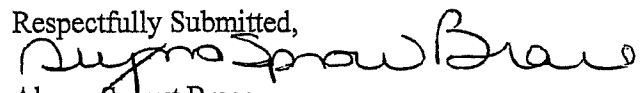
2. **Parking Meters on Lake Avenue:** Councilman Schuster began discussion regarding parking meter fees and parking ticket fines. With losing parking meters and the cost of payroll for the Parking Enforcement Officer, Schuster stated Council should consider upping the cost at a metered spot, as well as raise the cost of the ticket,. Councilman Reimel stated further discussion needs to be held and council needs to come up with plan. To be discussed at the next council meeting.

3. **Disability:** Councilman Schuster stated after further discussion with Erin Jenner Borough Council bookkeeper, quotes received were not in the employees' best interest and Council should continue their research for disability for full time employees. Council also discussed the possibility of extra paid sick time. Council will discuss this further with Erin. No other discussion at this time.

Councilman Schuster made the motion to adjourn, Councilman Reimel 2nd the motion.

Meeting adjourned at 8:00PM

Respectfully Submitted,



Alyssa Sprout Brace

Borough Secretary