

**MONTROSE BOROUGH COUNCIL**  
**Reorganizational Meeting**  
**Regular Monthly Meeting**  
**January 3, 2022**  
**7:00 PM**

**Mayor Tom LaMont called the meeting to Order at 7:00 p.m.**

Pledge of Allegiance was recited by all.

Mayor Tom LaMont read a prayer for guidance.

Mayor LaMont swore in newly elected officials: Craig Reimel, Todd Chamberlain, Sean Granahan, Randy Schuster.

Ed Herd was previously sworn into office.

Mayor LaMont stated he would take nominations for Council President at this time. Councilman Craig Reimel motioned Councilwoman Judy Kelly as President; Councilman Ed Herd 2<sup>nd</sup> the motion. All in favor, motion carried.

Council President Kelly stated she would take nominations for Council Vice-President. Councilman Reimel motioned for Councilman Ed Herd as Vice President of Council; Councilman Sean Granahan 2<sup>nd</sup> the motion. All in favor, motion carried.

Council President Kelly stated she would take nominations for Council President Pro-Temp. Councilman Reimel motioned for Councilman Sean Granahan as President Pro-Temp; Councilman Herd 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Reimel motioned to appoint Michael Briechle as Solicitor for the Montrose Borough; Councilman Herd 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Reimel motioned to appoint Peoples Security Bank and Trust as the Borough's bank; Councilman Schuster 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Reimel motioned to appoint Erin Jenner as Assistant Treasurer; Councilman Granahan 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Reimel motioned to appoint Lillian Senko as Secretary/Open Records Officer; Councilman Granahan 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Reimel motioned to appoint Dorothy Thomas as Vacancy Board Chair; Councilman Todd Chamberlain 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Reimel motioned to appoint JHA Borough Engineer and Sewer Inspector; Councilman Granahan 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Reimel motioned to appoint Northeast Inspection Consultant as building inspectors; Councilman Granahan 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Reimel motioned to appoint Roy Williams as the Code Enforcement Officer; Councilman Granahan 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Reimel motioned to appoint Roy Williams as the Zoning Officer; Councilman Herd 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Reimel motioned to appoint Mary Zalewski to the Montrose Planning Commission for a four-year term; Councilman Granahan 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Reimel motioned to appoint Mary Ann DeWitt to the Zoning Hearing Board for a three-year term; Councilman Chamberlain 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Reimel motioned to appoint Teresa Larue to the Zoning Hearing Board for a three-year term replacing Cindy Goodman who resigned; Councilman Granahan 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Reimel motioned to appoint Gary Passmore to the Montrose Municipal Authority for a five-year term; Councilman Chamberlain 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Reimel motioned to appoint Rodney Birchard to the Montrose Municipal Authority for a five-year term; Councilman Chamberlain 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Reimel motioned to approve the Building Code Hearing Board Members as presented; Councilman Granahan 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Granahan motioned to approve the Montrose Borough Council committees as presented; Councilman Reimel 2<sup>nd</sup> the motion. All in favor, motion carried.

**Adoption of Agenda:** President Kelly questioned if anyone wanted to make any changes or additions to the Agenda. Motion was made to adopt the Agenda as presented by Councilman Granahan; Councilman Herd 2<sup>nd</sup> the motion. All in favor, motion carried.

**Approval of Minutes:** President Kelly inquired if there were any changes or corrections to the December minutes. A motion was made to accept minutes as presented by Councilman Granahan; Councilman Herd 2<sup>nd</sup> the motion. Councilman Reimel abstained; motion carried.

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

**Absent:** Tom Follert

**Other Officials Present:** Tom LaMont, Mayor; Lillian T. Senko, Secretary

**Misc. Correspondence:**

Beirne Wealth Consulting  
RE: November 2021 Investment Report

Susquehanna County EMA  
RE: Elected Officials

Siana Law  
RE: Representation Fees for 2022

R K Webster, LLC  
RE: Civil Engineering Consultants

Coterra  
RE: Proposed Gas Wells

Christmas in Montrose  
RE: Thank You

CM54 Property Holdings  
RE: Bring Back Life

CoStars Connection  
RE: Newsletter

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

**Recognition of Attendees:** Kevin Pietriyk, Tom Lowe, Heather Charles, Chief Dale Smith, David Darrow, Erin Jenner, George Starzec, Supervisor Ken DiPhillips, Makala Mack, Larry Kelly

President Kelly asked if there were any members in the audience who would like to speak and are not listed on the Agenda. Heather Charles said she had some inquiries and would like to speak.

**Speaker:** Heather Charles reminded Council members she was the owner of Giddy Up and Go Snack Shack and she is still interested in setting up her food truck in the Borough. She said the last time she attended a meeting Council said they were working on updating the current Ordinance and she was wondering how that was coming along.

Ms. Charles said she was hoping to get a permit from Slanted Art to park at the building during the week and she would pay rent. She stated she also spoke to Sherry from T S Tax and Sherry informed her she would be paying tax to the

Borough through Berkheimer. Ms. Charles said she would run the truck business Tuesday through Saturday.

Councilman Reimel stated Borough pays Slanted Art rent on the parking area to be used for the public's use in turn the Borough plows the space. Slanted Art renting the space would be a conflict and would have to be discussed prior to any approval to Giddy Up and Go using any space in the lot.

President Kelly informed Ms. Charles she would speak with the solicitor.

**Speaker/Presenter:** Tom Lowe from T.J. Madison provided Council with information on the proposed new Street Department garage. Council is contemplating applying to USDA for funds at a low interest rate.

**Approval of A/P:** President Kelly inquired if there were any questions or comments on submitted Accounts Payable. No questions or comments. Councilman Granahan motioned to approve payment of outstanding bills; Councilman Reimel 2<sup>nd</sup> the motion. All in favor, motion carried.

**Approval of Payroll:** President Kelly inquired if there were any questions or comments on submitted Payroll report. No questions or comments. Councilman Granahan motioned to accept the Payroll Report; Councilman Reimel 2<sup>nd</sup> 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.

**Reports:**

**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 Granahan; Councilman Schuster 2<sup>nd</sup> the motion. All in favor, motion carried.

**Budget Report:** President Kelly inquired if anyone had any questions or comments on the presented material. No questions or comments.

**Street Department:** President Kelly asked if anyone had any questions or comments on the report provided by Ken DiPhillips, Supervisor.

Supervisor DiPhillips stated there is not a whole lot going on at the moment and would like to know when they should take down the Christmas decorations. He said Russian Christmas is January 7<sup>th</sup> and they normally take down the decorations after that date. Council suggested taking down the decorations during middle of the month weather permitting.

All live Christmas trees are to be brought to the dump behind the salt bin and not left on Jackson Street at the park entrance.

**Zoning Report:** President Kelly asked if there were any questions or comments on the Zoning Report provided by Mr. Watts. No comments or questions.

**Police Department:** President Kelly asked if there were any questions or comments on the Police Report.

Chief Dale Smith stated a total of eight hundred eighty-three incidents were recorded, ninety-four citations were issued one quarter of the citations were for traffic stops in 2021.

The new vehicle came in they will take the camera out of the old vehicle and put it out for bid.

Councilman Schuster motioned to put the 2012 Dodge out for bid in the paper; Councilman Granahan 2<sup>nd</sup> the motion. All in favor, motion carried.

**Municipal Authority:** President Kelly asked if there were any questions or comments on the submitted Municipal Authority Report. Dave Darrow was in attendance for the third month in a row waiting for Council's decision to share some of the Covid allocation for projects the MMA has coming up in spring. Mr. Darrow stated apart from losing their solicitor everything else was status quo.

**Mayor's Report:** Mayor LaMont stated he will be attending a function on January 15, 2022, to swear in the Fire Fighters and Fire Police. Other than that, he has no other updates.

**Action Items:**

**1. Accept Jack Taylor's Resignation from Building Code Hearing**

**Board:** Councilman Reimel motioned to accept Jack Taylor's resignation; Councilman Granahan 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Herd stated Council no longer had to review plans for a sensory area in the park, the county will take a look at it. He said this way it would serve the entire county and not just the borough.

**Executive Session:**

President Kelly recessed the open meeting at 8:26 p.m.

At 9:12 p.m. President Kelly called the open meeting back to order.

Councilman Granahan stated Council needed to hold the midmonth meeting to address employee pay rates and benefits. He informed the Secretary she needed to put both items on the agenda under Executive Session.

President Kelly requested a moment of silence for Pat Daly who passed away.

Councilman Herd motioned to adjourn the meeting; Councilman Chamberlain 2<sup>nd</sup> the motion. All in favor, motion carried.

**Meeting Adjourned 9:14 PM**

Respectfully Submitted,

*Lillian T. Senko*

Lillian T. Senko  
Borough Secretary

**MONTROSE BOROUGH COUNCIL**  
**Mid-Month Meeting**  
**January 17, 2022**  
**7:00 PM**

**President Judy Kelly called the meeting to Order at 7:00 p.m.**

Pledge of Allegiance was recited by all.

**Adoption of Agenda:** President Kelly questioned if anyone wanted to make any changes or additions to the agenda. Councilman Craig Reimel motioned to adopt the agenda as presented; Councilman Tom Follert 2<sup>nd</sup> the motion. All in favor, motion carried.

**Present for Roll Call:** Judy Kelly, Sean Granahan, Randy Schuster, Craig Reimel, Ed Herd, Tom Follert

**Absent:** Todd Chamberlain

**Recognition of Attendees:** None

**Action Items:**

- 1. Accept Sylvia Baker's Resignation:** Motion was made by Randy Schuster to accept Sylvia Baker's resignation; Councilman Reimel 2<sup>nd</sup> the motion. All in favor, motion carried.
- 2. Appoint Jeremy Arndt as Alternate Civil Service Commission:** Tabled to the February 7, 2022 meeting.
- 3. Appoint Danielle Lewis as Alternate Civil Service Commission:** Tabled to the February 7, 2022 meeting.
- 4. Approve Employee Pay Rates 2022:** Councilman Reimel moved to increase employee pay one dollar per hour across the board; Councilman Herd 2<sup>nd</sup> the motion. To be retroactive to the first of the year. All in favor, motion carried.

- 5. Accept Sue Warriner's Resignation:** Councilman Reimel motioned to accept the resignation of Sue Warriner from the Montrose Planning Commission with regret; Councilman Follert 2<sup>nd</sup> the motion. All in favor, motion carried.
- 6. Appoint Gary Barnhart Member of Montrose Planning Commission:** Councilman Reimel motioned to appoint Gary Barnhart to the Montrose Planning Commission filling the vacant seat due to Sue Warriner's resignation; Councilman Granahan 2<sup>nd</sup> the motion. All in favor, motion carried.
- 7. Adopt Treasurer Position Heather Brewer:** Councilman Schuster motioned to adopt Heather Brewer as Treasurer; Councilman Reimel 2<sup>nd</sup> the motion. All in favor, motion carried.  
Councilman Schuster motioned to adopt Erin Jenner as Assistant Treasurer; Councilman Reimel 2<sup>nd</sup> the motion. All in favor, motion carried.
- 8. Borough Garage:** Councilman Reimel thanked Council for allowing him to have the presentation at the January 3, 2022 meeting. He informed Council he spoke with the USDA which would give them a loan at 2.25% but the project wouldn't qualify as a no bid and would also need an environmental impact study before the project began. He will speak with Jessup Township because they are doing one.
- 9. Adopt Resolution 2022-01 Disposition of Records 2014 and 2015:** President Kelly read into record the resolution. Councilman Granahan motioned to adopt Resolution 2022-01 and arrange for disposition of records noted; Councilman Follert 2<sup>nd</sup> the motion. All in favor, motion carried.
- 10. Increase Credit Card Funds:** Councilman Granahan moved to increase the main credit card from two-thousand-dollar limit to four-thousand-dollar limit; Councilman Reimel 2<sup>nd</sup> the motion. All in favor, motion carried.

Councilman Granahan motioned to reimburse Erin Jenner for the payroll software payment she placed on her personal credit card; Councilman Reimel 2<sup>nd</sup> the motion. All in favor, motion carried.

**Discussion Items**

- 1. USDA 2.125 up to 35 Years (1M = \$3,377.14 mo. - \$40,525.68 yr.)**  
See Action Item number eight above.
- 2. Upcoming Events:** President Kelly discussed providing Police Department with a calendar of events and ask organizers to hire fire police. Councilman Reimel stated we don't have enough cops to manage so the fire police is essential. Councilman Follert discussed the Christmas in Montrose group a month before but the police did not plan anything.

A discussion was had on a Hero's gathering in the park sometime in April to thank the first responders, etc.

Third weekend in February to include ice skating and a winter festival in park.

**Executive Session:**

President Kelly recessed the open meeting at 7:39 p.m.

President Kelly called the open meeting back to order at 7:54 p.m.

President Reimel motioned to adjourn the meeting; Councilman Granahan 2<sup>nd</sup> the motion. All in favor, motion carried.

**Meeting adjourned 7:57 p.m.**

**Minutes supplied to Secretary by Sean T. Granahan**

Respectfully Submitted

*Lillian T. Senko*

Lillian T. Senko  
Borough Secretary