

**DUBOISTOWN BOROUGH COUNCIL MEETING  
THURSDAY NOVEMBER 7 2024  
6:00 PM**

MEETING MINUTES

The General Council meeting was called to order at 6:00 pm by Harry Rogers, Council President.

Present were, Harry Rogers, Marc Drier, Mayor Richard Knecht, Patrick Melloy, Norman J Cowden, Dori Rankinen, John McCormick, Shawn Millard, Ann Marie Baker Borough Manager

Absent were, Kate Weaver

Motion #1 was moved and seconded (Norman Cowden/John McCormick) to approve the minutes from previous meeting October 3, 2024.

Motion #1 carries by a Unanimous Vote (7-0)

Name	Nomination	Motion	2 <sup>nd</sup>	Yes	No	Abstain	Absent
John McCormick			X	X			
Patrick Melloy				X			
Harry Rogers				X			
Dori Rankinen				X			
Mike Rodgers				X			
Norman Cowden		X		X			
Shawn Millard				X			
Mayor Knecht							

Public Comment – noise ordinance Issue with VFW outdoor entertainment that was discussed in September meeting was carried over again in the October meeting since the Mayor was not at the meeting. During Public Comment the following spoke:

Kathy Wither -143 Valley St – Letter to council is attached. She spoke about the loud music from the VFW during the summer events and read her letter as well as gave copies of the noise ordinances from other boroughs and townships.

Sean R Wither – son of Kathy Wither 143 Valley St – gave letter to council in regards to the noise. He was not present at the meeting.

Mike Wall -02631 Euclid Ave – Letter to council is attached he spoke about the loud music from the VFW during the summer events.

Oscar McCabe & Amber McCabe – 2711 Brook Street – spoke about the loud music coming from the VFW during the summer events. Also had a concern about the noise from the blow up that the New Smokers shop leaves on all night as well as the bright lights that are left on when the store closes. Also stated some issues with the employees being out back and not attending the store during hours it is open.

The VFW Commander said that he stated last month that he is willing to make some adjustments to the bands that were louder and have them not come back next year.

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The council will review the ordinances that they have on other boroughs and will determine if the ordinance could be created for entertainment in the business district.

Solicitor Drier did advise that the ordinance we currently have is enforceable but that he would look at ordinance for entertainment issue with the Borough Manager and get back to council.

The Police Report was read. Chief Embeck read his resignation letter which he is resigning from the South Williamsport Police Department and will be taking a position in another department. Until they fill the position Officer Devon Thompson will be acting chief.

Fire Department – No report was given and no representatives from the fire department were in attendance. Borough Council requested that Borough Manager send a letter to the Fire Department executive board to request the written reports that we have not received.

Sewer Report – Report was distributed to all the council.

Motion #2 was moved and seconded (John McCormick/Mike Rodgers) to approve the 4<sup>th</sup> Amendment Collection Agreement reviewed by council last month.

Discussion – Norm Cowden asked what the agreement amount was and there was some discussion on the agreement from last month.

Motion #2 carries by a Unanimous Vote (7-0)

Name	Nomination	Motion	2 <sup>nd</sup>	Yes	No	Abstain	Absent
John McCormick		X		X			
Patrick Melloy				X			
Harry Rogers				X			
Dori Rankinen				X			
Mike Rodgers			X	X			
Norman Cowden				X			
Shawn Millard				X			
Mayor Knecht							

Borough Manager – Report was distributed to all the council.

Discussion on Complete Streets Program that Manager would like to work on to implement in 2025.

Police Budget was discussed – Borough Manager advised of the added cost it would be if we were to add a traffic police officer on for 56 hours, 40 hours, or 24 hours week. Discussion on purchasing additional speed sign for the department. Attached to the minutes is the spreadsheet with cost.

Insurance Budget was discussed. Some of Council questioned why we couldn't get cheaper insurance. The Borough Manager advised again that for Health Care we are

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grand mothered in, and the amount is very low compared to other municipalities. We have two brokers, one for health insurance and one for workers' compensation and liability insurance. If the council wanted to look at other options, the RFP should be placed long before budget discussions at the end of the year.

Norman Cowden asked how we save money on a solicitor, sewer and codes.  
Discussion on ways to save money.

Discussion on future paving projects for 2025 – bidding to go out in February for Winter and Sortman Ave.

Motion #3 was moved and seconded (Mike Rodgers/Patrick Melloy) to approve the subdivision on Riverside Drive.

Motion #3 carries by a Unanimous Vote (7-0)

Name	Nomination	Motion	2 <sup>nd</sup>	Yes	No	Abstain	Absent
John McCormick				X			
Patrick Melloy			X	X			
Harry Rogers				X			
Dori Rankinen				X			
Mike Rodgers		X		X			
Norman Cowden				X			
Shawn Millard				X			
Mayor Knecht							

Motion #4 was moved and seconded (John McCormick/Dori Rankinen) to accept the October expenditures report.

Motion #4 carries by a Unanimous Vote (7-0)

Name	Nomination	Motion	2 <sup>nd</sup>	Yes	No	Abstain	Absent
John McCormick		X		X			
Patrick Melloy				X			
Harry Rogers				X			
Dori Rankinen			X	X			
Mike Rodgers				X			
Norman Cowden				X			
Shawn Millard				X			
Mayor Knecht							

Motion #5 Shawn Millard made to approve the changes and guidelines for the Quality-of-life ticket to be in the amount of \$80

Discussion on the process and details of the ticket and blighted property ordinance. The solicitor stated that he and the Borough Manager could look at some examples and draft up ordinance that the council could review.

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Shawn Millard withdrew his motion.

The Borough Manager gave some numbers to council on what the wages would be for full time or part time property maintenance employee.

Tax Collector – Reported hours for the rest of the year.

Solicitor – still waiting for an update on Armstrong MOU and will work on ordinances with Borough Manager.

Borough Manager gave Solicitor the sealed envelope for the access code to the managers office and computers in the event the both borough manager and assistant treasurer are deceased that the solicitor will give envelope to the president of council and only the president, This was follow up from September Meeting.

Presidents Report – Nothing New to report

Mayor Report – Mayor discussed the noise issue and stated that he had received many complaints but was happy to see we are looking to work on ordinances to assist in these issues. Also commented about the burning and how even when we are not in a burn ban people are not following the rules and that we needed to look at this ordinance as well.,

Norman Cowden suggested that the council have two meetings a month. The council did state a work session would be nice. The council was advised that if they want to do a work session, they can they just need to let Borough Manger know so that it can be advertised to the public as public meeting. No action is taken at work sessions if the council would like to have two meetings a month they would need to decide and advertise.

New Business – Mike Rodgers wanted to discuss creating an ordinance that would not allow residents to bring home work vehicles of certain size and park in the borough. The example he gave was a sewer pump truck. The owner of the company lives in the borough and brings home the truck and puts in driveway or street. Mike would like to investigate having weight restrictions and size restrictions on this type of activity in the borough. No action was taken but discussion and the solicitor will look into options.

Public Comment #2

Motion #6 was moved and seconded (Dori Rankinen/John McCormick) to adjourn at 9:31pm

Motion #6 carries by a Unanimous Vote (7-0)

Name	Nomination	Motion	2 <sup>nd</sup>	Yes	No	Abstain	Absent
John McCormick			X	X			
Patrick Melloy				X			
Harry Rogers				X			
Dori Rankinen		X		X			

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Mike Rodgers				X			
Norman Cowden				X			
Shawn Millard				X			
Mayor Knecht							X

Approved: *Ann Marie Baker* Date: *12/5/2024*

Motion: *John McCormick* Second: *Mike Rodgers* Date: *12/5/2024*