

**PLEASE TURN OFF ALL CELL PHONES**

**Danville Borough Council Meeting**

**Agenda**

**DECEMBER 12, 2023**

Call to Order.....President Woodruff

Roll Call.....B. Mordan

Invocation & Pledge of Allegiance.....President Woodruff

**Public Comments**.....President Woodruff

Open discussion is encouraged during any agenda item.

**Notification:** An executive session regarding a legal matter will occur at the end of the meeting.

**Consent Items including Financial Rpts & Payment of Bills**.....President Woodruff

- 1. Minutes – November 14, 2023.....Regular Meeting
- 2. List of Checks – Jim Gregg abstains from the check paying, “Gregg’s Small Engine Repair” invoices. This is on record as a standing abstention.
- 3. List of General Journal Entries
- 4. Month end Financial Reports and Monthly List of Bills for payment

**Action Items from previous**

**Meetings**.....President Woodruff

- 1. Final approval of the 2024 Budget, attached as pages 1-2.
- 2. Ordinance No. 582 Tax Ordinance for 2024 has been advertised and is ready for adoption, attached as pages 3-4.
- 3. Ordinance No. 581 amending Chapter 237, entitled Vehicles and Traffic, establishing parking meter zones and rates has been advertised and is ready for adoption, attached as pages 5-7.

**Topics/New Business**.....President Woodruff

- 1. Meeting schedule for 2024 as the 1<sup>st</sup> and 2<sup>nd</sup> Tuesday of each month. Meetings begin at 6PM.

JANUARY	2 <sup>nd</sup> (organization)	9 <sup>TH</sup>
FEBRUARY	6th	13 <sup>TH</sup>
MARCH	5th	12 <sup>TH</sup>
APRIL	2nd	9 <sup>TH</sup>
MAY	7th	14 <sup>TH</sup>
JUNE	4 <sup>TH</sup>	11 <sup>TH</sup>
JULY	2nd	9th

AUGUST	6th	13 <sup>TH</sup>
SEPTEMBER	3rd	10 <sup>TH</sup>
OCTOBER	1st	8 <sup>TH</sup>
NOVEMBER	5th	12 <sup>TH</sup>
DECEMBER	3rd	10 <sup>TH</sup>

2. Renewal of the Lease Agreement with the Danville Municipal Authority for sludge disposal on the farm land, attached as pages 8-9.
3. Letter of interest for reappointment from Paul Rapp for the Sewage Enforcement Officer for 2024 along with his fee schedule, attached as pages 10-11.
4. Approval of 2024 Annual Events List, including street closures, fire police requests, etc., attached as page 12.
5. Letter of interest from Ronda Keefer to fulfill the remaining term of Dean VonBlohns Police Commission appointment 2020-2025, attached as page 13.
6. Request to waive the penalties on the Borough portion of the tax bills for 1140 Vine Street and 1161 Ash Street, attached as page 14. The County has waived their portion.
7. Request from Grove Miller Engineering, Inc. to submit a Green Light Go application for signal improvements at the intersection of the proposed Wawa, attached as page 15-17. Match commitment letter attached as page 18.

**Correspondence & FYI Items.....President Woodruff**

1. The Gatehouse 2023 Holiday letter, attached as pages 19-21.

**Unfinished/Old Business.....President Woodruff**

**Committees**

- |  |                |
|--|----------------|
| Finance.....   | Mr. Walters    |
| Personnel.....   | Mr. Walters    |
| 1. Recommendation for the hiring of a Chief Automotive Mechanic. |                |
| Property.....  | Mr. Humphries  |
| Water.....   | Mr. Gregg      |
| Public Safety (fire).....  | Mr. Walters    |
| Flood.....   | Mr. Gregg      |
| Police.....  | Mayor Swank    |
| Streets.....   | Mr. Stigerwalt |
| Sewer.....   | Mr. Gregg      |

COG.....Mr. Humphries

DBA.....Mr. Stigerwalt

EMA.....Mr. Beers

Mayor's Report.....Mayor Swank

Codes, Zoning & Health.....Mr. Deroba

**Other Business**.....President Woodruff

**News Media**.....President Woodruff

**Adjournment**.....President Woodruff

# 2024 FINAL BUDGET

Danville Borough, 463 Mill Street, Danville PA 17821

## GENERAL FUND

Revenues & Other Sources \$3,442,296

### Expenditures

400	Legislative Body	\$24,824
401	Mayor	\$3,570
403	Tax Collection	\$38,999
404	Law	\$18,650
405	Administration	\$337,131
409	Property	\$208,703
410	Police Department	\$1,493,352
412	Ambulance	\$0
414	Planning & Zoning	\$182,489
415	Emergency Management	\$11,919
421	Health	\$9,062
430	Street Department	\$1,106,073
454	Parks & Recreation	\$4,600
457	Civil & Military Celebrations	<u>\$2,500</u>
	Total Expenditures	\$3,441,873

Net Surplus/(Deficit) \$422

### OTHER FUNDS (EXPENDITURES)

			Net Surplus/(Deficit)
02	Street Lighting Fund	\$83,490	\$238,324
03	Fire	\$169,429	\$34,499
05	Flood	\$232,598	\$1,189
06	Water		
07	Borough Farm Land	\$6,533	\$11,582
08	Sewer		
30	Capital Reserve	\$763,190	\$788,497
35	Highway Aid	\$268,211	\$35,471

## Requests

### Police Department

- Police Station Camera System \$20,217

### Street Department

- 2 Zero-turn Hustler Mowers \$9,598
- Cameras \$6,336
- Ventrac Tractor \$34,367

### Property

- Street Barn Roof \$55,437

### Flood

- Skylights for pump station \$39,686

### Street Lighting

- Generator and Battery Backups for all intersections \$71,730
- 6 Generators \$3,780

### Highway Aid (Liquid Fuels)

- Broom attachment for Ventrac Tractor request in street budget \$6,995
- Broom attachment for skid steer \$11,150
- Paving \$70,000
- Line Painter \$6,000
- MS4 Alton Street Ditch \$14,453

TAX ORDINANCE FOR 2024

NO. 582

An Ordinance of the Borough of Danville, Commonwealth of Pennsylvania, fixing the tax rate for the fiscal year 2024.

Be it ordained and enacted and it is hereby enacted by the Council of the Borough of Danville, Commonwealth of Pennsylvania.

Section 1: That a tax be and the same is hereby levied on all property within the Borough subject to taxation for Borough purposes for the fiscal year 2024.

Tax rate for general borough purposes, the sum of six and eighty-four hundredths (6.84) mills on each dollar of assessed valuation, or the sum of \$0.684 on each one hundred dollars of assessed valuation.

For fire purposes, the sum of eighty-five hundredths (.85) mill on each dollar of assessed valuation, or the sum of \$0.085 on each one hundred dollars of assessed valuation.

For light purposes the sum of forty-six hundredths (.46) mill on each dollar of assessed valuation, or the sum of \$0.046 on each one hundred dollars of assessed valuation,

To make a total for all purposes of eight and fifteen hundredths (8.15) mills on each dollar of assessed valuation, or the sum of \$0.815 on each one hundred dollars of assessed valuation.

Section 2: A two percent (2%) discount shall be allowed on any tax bill if paid within two (2) months of date of the notice. If paid two (2) months from the date of the notice and prior to four (4) months from the date of the notice, the taxes paid shall be at the face amount of said notice, and if paid four (4) months after the date of notice, a ten percent (10%) penalty shall be added.

Section 3: Interim assessment and taxation of improvements to property.

- A. Whenever there has been any improvement or construction with respect to buildings, dwellings or land located in the Borough, which buildings, dwellings or land is not otherwise exempt from taxation, and such improvement or construction has not been included in the tax duplicates of the Borough, the Borough Manager is hereby authorized to request the authority responsible for assessment in the County to inspect and assess, subject to all rights of appeal and adjustment as provided by the General County Assessment Law, all taxable property in the Borough to which major construction and/or major improvements have been made, whereupon such property, improvements or construction shall then be added to the duplicate and shall be taxable for Borough purposes at the same rate as is all other taxable property located in the Borough at the assessed valuation for that proportional part of the calendar year remaining after the property was improved and/or the construction occurred.
- B. Any property, improvement of other subject of taxation which may have been omitted shall be assessed and made subject to taxation for the period during which it was omitted, but in no event to exceed a period of five calendar years preceding the year in which the property, improvement or other subject of taxation is first added to the assessment roll.

C. Taxes levied on any such assessment shall not be made subject to the payment of any interest and penalties otherwise provided by law, except as the same are computed from the date of assessment made pursuant to this section, as follows:

- (1) When such improvement and/or construction is made during a month, the interim assessment shall be computed as having made on the first day of the next succeeding month;
- (2) A two-percent discount shall be granted on taxes paid by the end of the second month following the month during which the interim assessment was made;
- (3) Taxes paid after the end of the second month but before the fourth month following the month during which the interim assessment was made shall be paid at face; and
- (4) Taxes paid after the end of the fourth month following the month during which the interim assessment was made shall be subject to a penalty of 10% of the face amount thereof.

D. No bona fide purchaser of any property or other subject of taxation without knowledge that the property or other subject of taxation was omitted from assessment for purposes of taxation shall be subject to any taxation based upon the additional assessment made pursuant to this section.

Section 4: That any Ordinance or part of Ordinance conflicting with this Ordinance is hereby repealed insofar as the same affects this Ordinance.

Approved this 12<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
President of Council

Attest:

\_\_\_\_\_  
Borough Manager

Approved:

\_\_\_\_\_  
Mayor

Ordinance No. 581

An ordinance amending Chapter 237, of the Code of the Borough of Danville, entitled Vehicles and Traffic for the purpose of establishing parking meter zones and rates.

Section I: Chapter 237, Sections 237-40, entitled parking meter zones and rates established, is hereby amended as noted in the attached revised Chapter 237 Vehicles and Traffic.

Section II: All other parts of Chapter 237, of the Code of the Borough of Danville hereby reenacted without change except as set forth above.

Section III: The Ordinance shall take effect on January 1, 2024.

ORDAINED AND ADOPTED this 12<sup>th</sup> day of December 2023.

\_\_\_\_\_  
Byard Woodruff, Council President

\_\_\_\_\_  
Bernie Swank, Mayor

ATTEST

\_\_\_\_\_  
Brindy Mordan, Borough Manager

(SEAL)



**§ 237-40. Parking meter zones and rates established.**

A. On-highway parking zones. Parking meter zones are hereby established upon the highways or parts of highways described below with maximum parking time periods as indicated between the hours of 9:00 a.m. and 6:00 p.m. on Monday, Tuesday, Wednesday, Thursday, Friday and Saturday; except Sundays and holidays. Where red-colored meters exist within each zone, the maximum parking time period shall be 15 minutes for that parking space, and the rate shall be \$0.50 per 15 minutes.

Name of Street	Side	Time Limit	Location	Rate
Ferry Street	Both	10 hours	From Bloom Street to Market Street	\$0.25/hour
Lower Mulberry Street	Both	2 hours	From Mill Street to Ferry Street	\$0.50/hour
Mahoning Street, East	Both	10 hours	From Ferry Street to alley and property of First Ward School	\$0.25/hour
Mahoning Street, East	South	10 hours	From Mill Street to Ferry Street	\$0.25/hour
Mahoning Street, West	Both	2 hours	From Mill Street to Rooney Avenue	\$0.50/hour
Mahoning Street, West	Both	10 hours	From Rooney Avenue to Continental Boulevard	\$0.25/hour
Market Street, East	South	10 hours	From Mill Street to Ferry Street	\$0.25/hour
Market Street, West	Both	10 hours	From Factory Street to Mill Street	\$0.25/hour

Name of Street	Side	Time Limit	Location	Rate
Mill Street	Both	2 hours	From Front Street to Bloom Street	\$0.50/hour
Mill Street	East	2 hours	From Bloom Street to Center Street	\$0.50/hour

- B. Off-highway parking areas and rates. Parking meter areas and rates hereby established as described below with maximum parking time periods as indicated between the hours of 9:00 a.m. and 6:00 p.m. on Monday, Tuesday, Wednesday, Thursday, Friday and Saturday of each week, except on Sundays and holidays. Where red-colored meters exist within off-highway parking meter areas, the maximum parking time period shall be 15 minutes for that parking space, and the rate shall be \$0.50 per 15 minutes. Where brown-colored meters exist within off-highway parking meter areas, the maximum parking time period shall be two hours for that parking space, and the rate shall be \$0.25 per hour. Motor vehicles displaying a commercial parking permit placard may park at any brown-colored meter without paying the hourly rate as per the regulations of § 237-31, C-2 District permit parking.

Area	Time Limit	Location	Rate
Municipal Parking Lot	10 hours	Rooney Avenue	\$0.25/hour
Municipal Parking Lot	10 hours	Ferry Street	\$0.25/hour

## LEASE AGREEMENT

Made this 20<sup>th</sup> day of November, 2023, by and between the BOROUGH OF DANVILLE, a municipal corporation, hereinafter called "Borough",

AND

the DANVILLE MUNICIPAL AUTHORITY hereinafter called "Authority".

WHEREAS, said Borough owns certain real estate hereinafter described in Mahoning Township, Montour County, Pennsylvania, commonly known as the Danville Borough Farm depicted on attachment A and

WHEREAS, said Authority is desirous of leasing the same for the purpose of storage, disposal and spreading of sewage sludge,

NOW, THEREFORE, the parties hereto do agree as follows:

1. Borough doth hereby demise, lease and let unto the said Authority, for the term of one (1) year beginning January 1, 2024 and ending December 31, 2024, a portion of lands and building of the Borough of Danville in the Danville Borough Farm. Portion of said lands refers to the tillable area. Portion of said building refers to use of the northern garage area of the dairy barn.
  - A. Rental shall be at the rate of Forty-Eight Thousand two hundred dollars (\$48,200) per year, payable by Authority to Borough.
  - B. Authority agrees that if said lands and building or a portion of said lands and building are needed by Borough, this Lease may be terminated upon ninety (90) days' notice from Borough to Authority and Authority agrees within said ninety (90) days of receipt of said notice to remove from and vacate said premises. Rent will be reduced proportional and prorated.
  - C. Authority agrees to operate and perform maintenance associated/caused by use of the area of said premises by the Authority.
  - D. Authority agrees to cooperate, and share the premises, when possible, with similar entities in need of similar facilities, ie said lands are currently leased to a third party farmer for planting of crops.
  - E. Authority agrees to use and occupy said premises solely for storage, disposal and spreading of sewage sludge, and shall keep the same in as good order and condition as they now are, and at the expiration of the term shall surrender possession of said premises in the same good order and condition as they now are.
2. Authority agrees that it shall and will permit no unlawful business to be carried on or be conducted on said premises at any time and the said Authority shall and will not

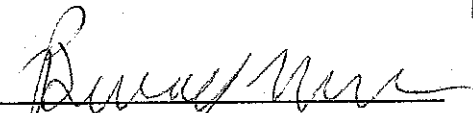
underlet said premises or any part thereof, or assign this Lease or any interest therein to any person without the written consent of said Borough.

3. Authority hereby authorizes any attorney of any court of record to appear for it, upon breach of any of the conditions of this Lease and to enter an amicable action of ejectment and confess judgment therein for the premises herein described.
4. A lawful continuance of the tenancy beyond said term without thirty (30) days written notice from either party of the desire to terminate said Lease shall be deemed a renewal thereof for a term of one (1) year and so on from year to year until either party shall give the other one (1) month's notice, in writing, of their intention to terminate the tenancy.
5. The Borough does hereby agree to save, hold harmless, defend, and indemnify the Authority and its officials, employees, and volunteers from any and all claims, demands, or causes of action heretofore or hereafter arising or relating to use of the Borough's premises and our activities conducted thereon.

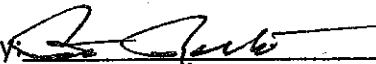
IN WITNESS WHEREOF, the parties hereto have cause these presents to be executed the day and year first above written.

BOROUGH OF DANVILLE

By: \_\_\_\_\_  
President

ATTEST:   
Borough Manager

DANVILLE MUNICIPAL AUTHORITY

By: 

**Rapp Consulting LLC.**

**527 Olive Road Paxinos, Pa 17860**

**570-339-7502 / [prappseo@gmail.com](mailto:prappseo@gmail.com)**

To: Board Of Supervisors,

From: Paul Rapp / Rapp Consulting LLC.

Subject: SEO position

I would like to offer my services as a Sewage Enforcement Officer, to your Township in either a primary or secondary role. At the present time, I am covering Municipalities in Union, Montour and Northumberland Counties. I would appreciate your consideration for the opportunity to work with your Township and your constituents in any manner you shall need. If you have any questions, please feel free to contact me via email or by phone.

Regards,

Paul Rapp

## 2024 SEO Fee Schedule

### Rapp Consulting LLC

Paul Rapp, 527 Olive Road Paxinos, Pa 17860

570-339-7502 prappseo@gmail.com PA SEO # 04119

<u>SEO Activity</u>	<u>Fee to SEO</u>	<u>Fee to Municipality</u>
Application and 1 Site visit	110.00	110.00
Permit	120.00	170.00
Probe Test (2 profiles/lot )	150.00	150.00
Percolation Test	400.00	400.00
(6 Holes, w/ presoak)		
Extra Percolation Holes	40.00/ hole	40.00/hole
Permit in-ground, holding tank,	60.00	110.00
Septic tank replacement,		
Delivery line, building line		
Repair,		
Inspection port, Baffle or pump		
Repair		
Adding additional tank, distribution boxes,		
Dosing and lift tanks, replacing sand		
in a free access sand filter		
Verification per probe	75.00	75.00
Final inspection / reinspection	140.00	140.00
Malfunction investigation	140.00	140.00
Planning review	140.00	140.00
(module/exemption)		
Meeting or Hearing attendance	75.00/hr.	75.00/hr.
Mileage	IRS Rate	IRS Rate
Other Direct Charges (I.e., Postage) At Cost	At Cost	At Cost

2024 Borough of Danville Events List

Date of Event	Timeframe	Location	Sponsoring Organization	Event Name	Event Type	Fire Police?	Road Closures?
5/4/2024, rain date 05/05/2023	6:00 AM - 6:00 PM(Roads) (9am-4pm SF)	Mill, Lower Mulberry, E. Market to corner of Ferry, East Mahoning to Ferry Streets and West Mahoning to Continental Blvd.	Danville Business Alliance (DBA)	Spring Fling (SF)	Street Fair	Yes	Yes
5/18/2024	9AM-2PM	MAHONING CREEK BEHIND MIDDLE SCHOOL		ANNUAL DANVILLE FISH DERBY		NO	NO
5/25/2024	RAIN DATE OF FISH DERBY						
5/25/2024	8:00am-12:00pm	Memorial Park	Annual Danville Memorial T-Rail Run	Annual Danville Memorial T-Rail Run	Race	Yes	no
May-Nov 2024	8 AM-12 PM	Ferry Street Growers' Market, 311 Ferry St., Danville	DBA/Ferry Street Growers' Market	Ferry Street Growers' Market	Market	no	yes
May-October 2024	5-8 PM	Canal Park	DBA	Third Thursdays	Gathering	no	no
June - Aug 2024	7:30 PM	Memorial Park	DBA/Danville Arts Council	Summer Concert Series	Concerts	no	no
6/14/2024		Memorial Park	Elks Lodge #754	Annual Flag Day Memorial, WWII Memorial			
6/17/2024	5-8:30 PM	Mill Street	Geisinger	New resident Welcome Fair		no	yes
7/6/2024	8:00 AM	Beaver Place and Hess Field loop	DBA/Danville Heritage Festival (DHF)	5K race	Race	Yes	Yes
09/05/2024 - 09/07/2024 TBD	5:00 PM - 9:00 PM (TBD)	E. Market, Mill, Lower Mulberry, Streets	DBA/Danville Heritage Festival (DHF)	Heritage Parade (TBD)	Parade	Yes	Yes
9/7/2024, rain date 09/08/2024	6:00 AM - 6:00 PM	Mill, Lower Mulberry to Ferry, E. Market to Ferry, & E and W. Mahoning Streets to alleys	DBA/Danville Heritage Festival (DHF)	Fall Arts & Crafts Fair/Heritage Festival	Festival/Street Fair	Yes	Yes
9/7/2024, rain date 09/08/2024	Dark (9:15 pm)	Front Street from River bridge to Mill Street	DBA/Danville Heritage Festival (DHF)	Heritage Festival Fireworks	Fireworks	Yes	Yes
9/8/2024	6:30 PM	Montgomery Park	DBA/Danville Heritage Festival (DHF)	Hymn Sing	Gathering	no	no
10/19/2024	8am-12pm	Ferry Street Growers' Market	DBA/DHA/Ferry Street Growers' Market	Healthy Halloween	Gathering	no	no
11/22/2024	7:30 AM	Mill Street & Lower Mulberry	Danville Business Alliance (DBA)	Parking Meter Bagging	Holiday event	no	no
11/29/2024-Jan. 2025	9AM-10PM	Mill Street	Danville Business Alliance (DBA)	Holiday Music	Holiday event	no	no
11/30/2023	5:00 PM - 7:00 PM	E. Market, Ferry, Mill, Lower Mulberry Streets	Danville Business Alliance (DBA)	Welcome, Santa! Parade	Holiday event	Yes	Yes
Nov/Dec 2024 TBD	TBD	Canal Park	Danville Business Alliance (DBA)	Santa's Cottage	Holiday event	no	no
Nov/Dec 2024 TBD	TBD	Mill, Lower Mulberry, Ferry, E. Market, E. Mahoning Streets	Danville Business Alliance (DBA)	Carriage Rides	Holiday event	no	no
2/5/2023 & 12/6/20: 12/7/2024, rain date 12/8/2024	5:30AM TO 8PM 8:00 AM - 6:00 PM	MILL STREET Mill, Lower Mulberry, & E. Mahoning Streets	GEISINGER Danville Business Alliance (DBA)	KIDS HOLIDAY RADIOTHON Holiday Market	Holiday event	NO	NO

12-4-23

To whom it may concern:

I, Ronda Keefe of 568 W. Mahoning ST  
Danville Pa would like to be appointed to the  
Danville Borough Police Commission

Thank you for your consideration

Ronda Keefe



**From:** Michele Sharrow <[msharrow@montourcounty.gov](mailto:msharrow@montourcounty.gov)>  
**Sent:** Monday, November 20, 2023 10:07 AM  
**To:** Ken Holdren <[Kholdren@montourcounty.gov](mailto:Kholdren@montourcounty.gov)>; Dan Hartman <[dhartman@montourcounty.gov](mailto:dhartman@montourcounty.gov)>; Trevor Finn <[tfinn@montourcounty.gov](mailto:tfinn@montourcounty.gov)>; Brindy Mordan <[bmordan@danvilleboro.org](mailto:bmordan@danvilleboro.org)>  
**Cc:** Holly Brandon <[hbrandon@montourcounty.gov](mailto:hbrandon@montourcounty.gov)>; [danvilletaxman@ptd.net](mailto:danvilletaxman@ptd.net)  
**Subject:** FW: Contact from the Montour County website!.

The below email was received by the County through the website and forwarded to me. The taxpayer is asking for forgiveness of the penalty fees due to the payment being lost in the mail. I don't have the authority to forgive any fees. I have included Chas Bartholomew in the message if you would have any questions for him, he has spoken to the taxpayer.

Thanks,  
Michele

*Michele L. Sharrow, CPE*  
*Montour County*  
*Chief Assessor/Tax Claim Director*  
*435 East Front Street*  
*Danville, PA 17821*

**From:** [donotreply@montourcounty.gov](mailto:donotreply@montourcounty.gov) <[donotreply@montourcounty.gov](mailto:donotreply@montourcounty.gov)>  
**Sent:** Friday, November 17, 2023 10:25 AM  
**To:** General Information <[information@montourcounty.gov](mailto:information@montourcounty.gov)>  
**Subject:** Contact from the Montour County website!.

Howdy!

JINJUN YU has filled out my contact form. They would like to tell you:  
Danville Borough Spring Tax (Bill# D-1454, D-1453) Good morning, I am writing to waive my penalty on this year's spring tax. I was very surprised to receive real estate tax reminder in the mail regarding 1140 Vine Street and 1161 Ash Street. I have always paid my tax on time to get the 2% discount for over the past 10 years since 2010. I checked my records including my bank check records and USPS mailing receipt indicating I mailed tax payments on 4/17/2023 via PNC Bank check number 1389 and 1390. (I was not able to submit the bank statement and USPS receipt here but happy to provide if needed). Evidently, the payment was lost in the mails, therefore, those checks were never cashed. I contacted Chas Bartholomew, Tax Collector, regarding this matter and he suggested me contact the county. I've always acted in good faith and took reasonable steps to comply with tax obligations. It was unfortunate that the payment was lost due to postal issues and not negligence on my part, therefore, I request that the penalty of \$76.98 and \$115.60 be waived for Bill #D-1453 and D-1454. The face amounts of \$769.82 and \$1155.97 were paid 11/17/2023.

If you need to get back to them, you can reach them by phone at (570) 394-3738 or by email at [sophiayu621@yahoo.com](mailto:sophiayu621@yahoo.com).

Have a good day!  
The Montour County Website

## Brindy Mordan

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**From:** gcreasy@grovemiller.com  
**Sent:** Monday, November 13, 2023 10:42 AM  
**To:** Brindy Mordan  
**Cc:** abarton@livicco.com; jsmith@livicco.com; 'Randall Webster'  
**Subject:** Route 11 & State Hospital Drive Intersection - Convenience Store Project  
**Attachments:** const cost est original.pdf; GLG\_Scoping\_Form.pdf

Brindy,

As discussed at our October 20 meeting at the Borough offices with PennDOT, the Borough, and Mahoning Township, we are providing the attached Green-Light-Go (GLG) Scoping Form and cost estimate for the signal related improvements. Livic Civil is also copied on this email. The Borough will have to be the entity submitting the GLG Scoping Form and cost estimate to PennDOT. Please let the development team know if you have any questions or comments on the documents. If there are no questions/comments, please let us know when the Scoping Form is submitted to PennDOT. The Scoping Form is submitted via email to [GLG@pa.gov](mailto:GLG@pa.gov).

Thank you.

Gregory E. Creasy, P.E.  
President  
Senior Traffic Engineer  
Grove Miller Engineering, Inc.  
4800 Linglestown Road, Suite 307  
Harrisburg, PA 17112  
Phone: (717) 545-3636  
[www.grovemiller.com](http://www.grovemiller.com)



# GREEN LIGHT-GO PROJECT SCOPING FORM

PLEASE TYPE OR PRINT ALL INFORMATION IN BLUE OR BLACK INK

## A - PROJECT OVERVIEW

DISTRICT 3	COUNTY Montour	MUNICIPALITY(S) Danville Borough
---------------	-------------------	-------------------------------------

Attach a map or list of the signalized intersections included in the project.

PROJECT NAME  
Traffic Signal Modernization - SR 11 & State Hospital Drive Intersection

PROJECT TYPE (check one)

LED Replacement  
 Traffic Signal Retiming  
 Study and Removal of Unwarranted Traffic-Control Signals  
 Monitoring  
 Innovative Technologies  
 Communications/Connections back to Traffic Management Center (TMC)  
 Detection and/or Controller Upgrades  
 Modernization Upgrades  
 Intelligent Transportation System (ITS) Applications

PROJECT COMPLEXITY (check one)

Level 0 - Retiming Limited to timing/phasing modifications which are accomplished with existing equipment  
 Level 1 - Equipment Upgrades Replacement, upgrade, or addition of traffic signal equipment which does not impact information shown on the traffic signal permit condition diagram  
 Level 2 - Minor Alterations Modifications to items shown on the traffic signal permit condition diagram, but does not include replacement or installation of traffic signal supports  
 Level 3 - Major Alterations Modifications to the traffic signal which include replacement or addition of traffic signal poles, but retain some existing traffic signal equipment  
 Level 4 - New Construction Full modernization/replacement of all traffic signal equipment at an existing signalized intersection

PROJECT DESCRIPTION (Include narrative to describe the project scope of work)

This project will consist of a full modernization/replacement of all traffic signal equipment. Existing traffic signal poles are old, problematic threaded plate type. A proposed development on the north side of SR 11 will provide the fourth leg to the intersection. Since the development project would have to add a new signal pole to accommodate the fourth leg, it is desirable to replace all signal equipment. A financial contribution from the developer to cover their fair share of the signal equipment is being used to provide the matching funds for the project. Both the Borough and PennDOT District 3-0 have previously identified this intersection as a candidate for upgrades. The project will also provide pedestrian accommodations across SR 11 to provide access to the proposed development from the south side of SR 11.

WHY IS THE PROJECT NEEDED? (Provide project needs that are tangible and fact-based, framed in terms of problems and deficiencies, and how the proposed solution will address these problems and deficiencies)

The existing traffic signal poles are problematic threaded-plate type and are approximately 40 years old. Vehicle detection methods are also outdated and a maintenance headache. With the addition of the fourth leg of the intersection, a new signal pole, vehicle detection, and pedestrian accommodations will be provided. It is not desirable to mix all this new equipment with the existing outdated equipment.

The proposed project will completely modernize the intersection and replace the existing, outdated signal equipment and technology. Traffic flow and intersection operations will be optimized by the modern signal technology. Pedestrian accommodations will also improve safety for non-vehicular traffic using the intersection.

WHAT IS THE PROJECT PURPOSE?

The purpose of the project is to update the existing, outdated signal equipment at this intersection. Updating the existing signal equipment will provide continuity with the new equipment that would have to be provided to accommodate the addition of the fourth leg of the intersection. A public-private partnership with the developer of the parcel on the north side of SR 11 is providing the significant matching funds for the project.

DESCRIBE ANY ADA COMPLIANCE ISSUES	HOW MANY RIGHT-OF-WAY PARCELS OR PORTIONS OF PARCELS MAY NEED TO BE ACQUIRED?
The pedestrian accommodations that will be provided by the project will be ADA compliant.	0

## B - COST ESTIMATE

Attach a cost estimate spreadsheet to your pre-application scoping form submission email with additional details. A template is available on the [Traffic Signal Portal](#).

MUNICIPAL MATCH %	REQUESTED FUNDING	MUNICIPAL MATCH
23%	Total \$ 371,875.00	\$ 108,000.00

## C - PennDOT REVIEW

TO BE COMPLETED BY PENNDOT BUREAU OF OPERATIONS

REVIEW COMMENTS

DESIGN PROCESS (check one)

Publication 9  
 Publication 740  
 PennDOT Design

REVIEWED BY \_\_\_\_\_ DATE \_\_\_\_\_

**COST ESTIMATE**  
**TRAFFIC SIGNAL ITEMS**  
 Danville Borough, Montour County  
 SR 11 and State Hospital Drive  
 Traffic Signal Replacement

ITEM NUMBER	QUANTITY	DESCRIPTION	ENGINEERS ESTIMATE		FOURTH LEG CONTRIBUTION	
			UNIT PRICE	COST	DESCRIPTION	COST
0901-0001	1 LS	MAINTENANCE AND PROTECTION OF TRAFFIC	\$10,000.00	\$10,000.00		
9000-1000	1 LS	DEMOLITION OF EXISTING TRAFFIC SIGNAL	15,000.00	15,000.00		
0931-0001	61.5 SF	POST MOUNTED SIGNS, TYPE B	40.00	2,460.00	22 SF	\$880.00
0936-0200	58 SF	STRUCTURE MOUNTED FLAT SHEET ALUMINUM SIGNS	55.00	3,190.00	20 SF	\$1,100.00
0951-0140	2 EA	TRAFFIC SIGNAL SUPPORT, 40' MAST ARM	30,000.00	60,000.00	1 ARM	\$30,000.00
0951-2140	2 EA	TRAFFIC SIGNAL SUPPORT, 12' PEDESTAL	35,000.00	70,000.00		
0951-4014	3 EA	TRAFFIC SIGNAL SUPPORT, 12' PEDESTAL	7,500.00	22,500.00		
0951-4023	3 EA	PEDESTRIAN STUB POLE, TYPE C	4,000.00	12,000.00	3 POLES	\$22,500.00
4952-1040	1 EA	NEMA TS-2, TYPE 2 CONTROLLER ASSEMBLY, TYPE 1 MOUNT	20,000.00	20,000.00	3 POLES	\$12,000.00
0954-0012	225 LF	2 INCH CONDUIT	5.00	1,125.00		
0954-0013	500 LF	3 INCH CONDUIT	7.00	3,500.00	25%	\$281.25
0954-0500	160 LF	DIRECTIONAL BORING	100.00	16,000.00	25%	\$875.00
0954-0151	150 LF	TRENCH AND BACKFILL, TYPE I	20.00	3,000.00	25%	\$750.00
0954-0201	800 LF	SIGNAL CABLE, 14 AWG, 3 CONDUCTOR	3.00	2,400.00	25%	\$600.00
0954-0202	1800 LF	SIGNAL CABLE, 14 AWG, 5 CONDUCTOR	3.50	6,300.00	25%	\$1,575.00
0954-0203	800 LF	SIGNAL CABLE, 14 AWG, 7 CONDUCTOR	4.00	3,200.00	25%	\$800.00
0954-0302	4 EA	JUNCTION BOX, JB-27	600.00	2,400.00		
4954-0402	1 EA	ELECTRICAL SERVICE, TYPE B	2,000.00	2,000.00		
0954-0600	1 EA	UNINTERRUPTIBLE POWER SUPPLY	8,500.00	8,500.00		
0955-3208	8 EA	VEHICULAR SIGNAL HEAD, THREE 12" SECTIONS	1,000.00	8,000.00	2 HEADS	\$2,000.00
0955-3209	2 EA	VEHICULAR SIGNAL HEAD, FOUR 12" SECTIONS	1,300.00	2,600.00	1 HEAD	\$1,300.00
0955-3722	4 EA	LED COUNTDOWN PEDESTRIAN SIGNAL HEAD, TYPE A	700.00	2,800.00	4 HEADS	\$2,800.00
0956-0500	4 EA	PEDESTRIAN PUSH BUTTON	450.00	1,800.00	4 BUTTONS	\$1,800.00
0956-0601	6 EA	RADAR DETECTOR	6,000.00	36,000.00	2 UNITS	\$12,000.00
4956-0801	1 EA	OPTICAL PREEMPTION SYSTEM	10,000.00	10,000.00		
0960-0005	300 LF	6" THERMOPLASTIC PAVEMENT MARKINGS	5.00	1,500.00	ALL	\$1,500.00
0960-0021	90 LF	24" THERMOPLASTIC PAVEMENT MARKINGS	30.00	2,700.00	40 FEET	\$1,200.00
0960-0101	8 EA	"ONLY" THERMOPLASTIC PAVEMENT MARKINGS	500.00	4,000.00	6 MARKINGS	\$3,000.00
0960-0222	4 EA	"RIGHT ARROW" THERMOPLASTIC PAVEMENT MARKINGS	250.00	1,000.00	3 MARKINGS	\$750.00
0960-0224	4 EA	"LEFT ARROW" THERMOPLASTIC PAVEMENT MARKINGS	250.00	1,000.00	2 MARKINGS	\$500.00
0960-0228	1 EA	"THRU & LEFT ARROW" THERMOPLASTIC PAVEMENT MARKINGS	300.00	300.00	1 MARKING	\$300.00
0963-0001	300 SF	PAVEMENT MARKING REMOVAL	25.00	7,500.00		
9000-2000	1 LS	ADA ACCOMMODATIONS	10,000.00	10,000.00		
		SUBTOTAL		352,775.00		108,511.25
		CONTINGENCY (10%)		35,277.50		
		TOTAL		\$388,052.50		\$108,511.25

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# Danville Development, LLC

201 S. Maple Avenue, Suite 100

Ambler, PA 19002

ph 484.532.7830

f 484.532.7833

**Via Electronic & U.S. Mail**

November 14, 2023

Danville Borough  
463 Mill Street  
Danville, PA 17821  
Attn.: Ms. Brindy Morgan

**RE: Danville Development, LLC  
Route 11 & State Hospital Drive Intersection  
Green-Light-Go (GLG) Grant Application, Fair Share Commitment**

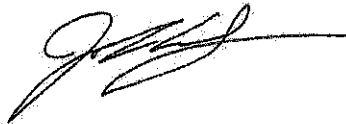
Dear Ms. Morgan:

As requested by the Borough, Danville Development, LLC., being the equitable owner and applicant of the proposed convenience store land development project located at the intersection of Route 11 and State Hospital Drive do hereby commit to being responsible for payment of a 'fair share' contribution in the amount of \$108,511.25 (or any amount within 10% variation of same) upon a successful application and approval of a Green-Light-Go grant for replacement of the existing traffic signal equipment at the referenced intersection.

The above commitment assumes and is conditioned upon the proposed convenience store project securing final land development approval by both the Borough of Danville and Mahoning Township.

Please do not hesitate to contact us with any questions regarding the above and thank you for your consideration of these matters.

Sincerely,



John A. Cogan  
Danville Development, LLC

Cc: Randy K. Webster, P.E. – RK Webster, LLC  
Gregory E. Creasy, P.E. – Grove Miller Engineering, Inc.



# The Gatehouse 2023



This is our Holiday Letter, but also a love letter of sorts. The holidays are a time when we celebrate our CONNECTIONS, with family and friends. This past year we were reminded of another level of connection, that being with our community. All too often in the nonprofit world we use the phrase “we would not be able to do what we do without our community. We say it so often that the words become somewhat automatic, they lose their meaning. This year another area nonprofit used Community Connections as a reoccurring theme, prompting us at the Gate House to ponder what that Connection with our Community really means to us.

This was a year of reflection on what our community truly means to our organization, and where we would be without it. What were some of these revelations? The first one was that community connection would have a different meaning for each of our staff members. So, I asked the question to my coworkers and here are their responses:

“We live and work in a community that cares so much about each other. When a need arises at the Gate House the community response is immediate. It takes a village to assist the homeless in our community. As Helen Keller stated “Alone we can do so little; together we can do so much.” That is the attitude and action of our community.” -- *Tom Dougher, Executive Director*

“We appreciate the countless dollars donated and many hours volunteered by our community members to help make our mission thrive. Together, we can make so much happen, and for this I am grateful.” -- *Krunal Thakore, Operations Director*

“I am always astonished at how much heart our community has, and how much people truly care. Benevolence isn't something you can simulate, and I couldn't be more thankful to be part of such a genuine community.” -- *Shannon Dennis, Facility Advisor*

“I am grateful for the community support that allows me to work at a job that I find to be extremely fulfilling. I get to see the effect of your donations. I get to see those gifts translated into helping our friends and neighbors who are struggling with homelessness.” -- *Cindy Powers, Program Director*



Staff and volunteers from Gatehouse serving the community friendship meal at Wesley United Methodist Church in Bloomsburg

## Our biggest change...

This year marked the end of the Covid pandemic. While we were glad for this ending it also provided us with a challenge. During the height of the pandemic there was much funding to be had. Now that money has come to an end, and with economic times being what they are, our donations have suffered. But here at the Gate House we are used to facing challenges and with the help of our community we have overcome every one!



*The Gate House Transitional Housing and Care Center would like to thank  
the following community partners who support us throughout the year!  
We would not be able to do what we do without you!*

*Community Giving Foundation  
First Community Partnership Foundation  
United Way of Susquehanna Valley  
AGAPE*

*Good Samaritan  
The Hope Center of Nescopeck  
Central Susquehanna Opportunities  
Community Strategies Group  
The Columbia County Housing and Redevelopment Authority  
Montour County Housing Authority  
LCBC Church of Bloomsburg  
Wesley United Methodist Church  
Penn State Extension*

*And the many community members who support us financially and  
volunteer countless hours...*

**THANK YOU!**

At the Gate House, we believe that everyone should have a warm, safe place to live and a chance to become independent.

That's why we reach out to our homeless neighbors with a helping hand up -- providing shelter, connections, opportunities, and hope.

The Gate House receives hundreds of calls every year from those with no place else to live. Help us keep families together and provide hope this holiday season. Please give as generously as you can.

*Thank you!*

Yes, I would like to give the gift of hope to my homeless neighbors this holiday season. Enclosed is my gift of:

\_\_\_\_\_ \$35 \_\_\_\_\_ \$65 \_\_\_\_\_ \$100 \_\_\_\_\_ \$200 \$ \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_



Your contribution is tax deductible. Please make checks payable to  
**Transitional Housing and Care Center**  
THACC - Gate House, PO Box 446, Danville, PA 17821