

Mercersburg Borough Council

Borough Hall, Mercersburg, PA

May 13, 2013

MINUTES

Attending: President Elizabeth McClintick, Mayor Jim Zeger, Vice-President John Freeland, Betty Stenger, Chris Frisby, Jeff Main, Borough Manager Tammy Oberholzer, Assistant Borough Manager Dawn Scheller, Solicitor Sam Wisner, and Engineer Lance Kegerreis

Absent: Council Members Donald Stoner and Tom Suddeth

Press: Gina Hall, Mercersburg Journal

Guest: Jeremy Jones: 24 North Main Street, Mercersburg PA 17236

Meeting was called to order at 7:00 pm and Mayor Zeger led the Pledge of Allegiance.

President McClintick asked for Public Comment.

Jeremy Jones addressed Council after asking the Solicitor if Council has ever had a 5 Year Plan as a means to guide and direct the progress of this Borough, this Council and this Mayor? What the process would be to have one drafted? Who would complete such an evaluation or plan?

Sam Wisner responded to Jeremy's questions. Sam stated the only plan that the Borough would have is the Comprehensive Plan which would be more for the Land Use perspective. Sam Wisner reviewed that Municipalities are not mandated to have a 5 year plan. He continued and said that some Municipalities choose to develop a Strategic Plan which looks forward 5, 10, or 20 years out, but that it becomes a budgetary issue. Sam Wisner reviewed that generally the Municipality hires an outside independent 3rd party consultant to complete the long-term plan, those can be quite costly, and during the process there would be staff involvement.

Jeremy Jones asked if a Council Members could perform such an evaluation. Sam Wisner stated that that's not a legal question but reviewed that that could occur.

Jeremy Jones reviewed information on current Police Officer Staffing, the total length of road ways in the Borough, and new police car purchase cost information. Jeremy reviewed that the Borough Police Budget is 2/3 of the entire Borough Budget and would like there to be accountability. He reviewed that there is no Strategic Plan and continued that he feels there is a great lack of leadership in the Borough. He would like there to be more transparent communication. Jeremy pledged that he would continue to attend the community meetings, and spur community involvement until such a time that the level of accountability of the current and future needs have been addressed. He reviewed that he would continue to be an active advocate for the people of the community and thanked Council Members for their time as they are volunteers and thanked them for allowing him to speak.

MOTION: to approve the meeting Minutes from April 8, 2013 with the Sign-In Sheet and one corrections on page 3 to be changed from Shively's to Shipley's was made by John Freeland, second by Betty Stenger, all ayes motion carried.

President McClintick asked for a motion to approve the Treasurer's Report ending April 30, 2013.

MOTION: to approve the Treasurer's Report for the month ending April 30, 2013 was made by Betty Stenger, second by John Freeland, all ayes, motion carried.

President McClintick asked for a motion to approve the Bills Payable.

MOTION: to approve the Bills Payable/Invoice List for April 2013 was made by John Freeland, second by Chris Frisby, all ayes, motion carried.

President McClintick asked for the Mayor's Report.

Mayor Zeger reminded and encourages anyone available to attend the Women's Club Meeting where the Harriet Lane Award was going to be awarded to Henry Steiger. Mayor Zeger also reviewed that the Memorial Day Parade was scheduled for Monday, May 27, 2013 to begin at 8:30. He encouraged all Council Members to attend and walk with him in the parade. He asked any attendants to wear Red, White, and Blue. He complimented the Legion and the VFW for all of their effort and commitment in organizing and operating the parade and thanked all individuals who have and are serving in the military.

President McClintick asked for the Police Chief's Report.

Chief Zechman reported the following activity for April 2013: 117 Complaints and Service Calls, 0 Borough Ordinance Investigations, 7 Criminal Investigations, 5 Criminal Arrests, 2 Accident Investigations, 47 Citations Issued, 85 Parking Tickets, and Zero Right To Know Requests. Chief Zechman requested approval for him to attend the PA Chief of Police Training Conference in Camp Hill, PA, June 23-27. The expected cost of the conference and lodging totals approximately \$560.00. Chief Zechman also reviewed that he had a Part-time Police Officer applicant who he would like the Personnel Committee to conduct an interview. Chief Zechman provided Council with the financial information.

MOTION: to approve Professional Development for Police Chief John Zechman to attend and the expenses for the PA Chief of Police Conference June 23-27 to be paid from account 41046 was made by Chris Frisby, second by Betty Stenger, all ayes, motion carried.

President McClintick asked for Chief Zechman to work with Tammy Oberholzer to make arrangements for the next Personnel Committee Meeting scheduled for Monday, May 20, 2013.

President McClintick asked for the Solicitor's Report.

Sam Wisner reported that he sent a letter to the gas station as Council had requested. He reviewed that the gas station had until the end of the month to respond. Sam Wisner stated that he would provide Council with an update at the June 10, 2013 meeting.

President McClintick asked for the Engineer's Report.

Lance Kegerreis provided a brief overview of the core sampling report and stated that the Streets Committee would be able to discuss this information in more detail at the next Streets Committee Meeting. Lance reviewed that the sample results determined that the additive needed for the cold in place recycling method to work best is to use portland cement. This would create the best quality street using the current material as part of the mix. Lance reviewed that we are still awaiting financing approval and other items such as Bid Docs, Curb Letters, any other Utility Work needed are just some of items which need to be determined/answered. Lance reviewed the quickest part of the project will be the actual paving process.

President McClintick asked for the Manager's Report.

Tammy Oberholzer reviewed that she valued the Boroughs Association Conference and explained they had engaging sessions to participate in. Tammy reviewed that she is working on updating/creating job descriptions and will bring information to the Personnel Committee Meeting. Tammy reviewed the receipt of the Penn Dot Permit for the Memorial Day Parade and all parties received a copy of the permit. Tammy Oberholzer reviewed that the wearing course for Bennett Avenue would be completed shortly as there were some curbing issues which needed to be resolved. She provided Council Members with an update that Karen Ramsburg resigned from the Planning Commission and reviewed that the office would place an advertisement seeking interest to fill the position. Tammy reviewed that she was in the process of rescheduling the Planning Commission Meeting as there was no quorum for the May 15, 2013. She reviewed that she would contact all members and reschedules the meeting. Tammy reviewed that she had spoken to the Fire Chief and he will have volunteers paint the fire hydrants the required colors.

MOTION: to regretfully accept the resignation of Karen Ramsburg from the Planning Commission was made by Chris Frisby, second by John Freeland, all ayes, motion carried.

President McClintick requested Tammy to send a letter of thanks for all that she has done on the committee. She also asked if there was an update on the Tannery Property as to what the extent of the brown field was. Sam Wisner said that he and Tammy reviewed additional deed/ map information it was determined that the entire site was categorized as brown field land and had Deed Restrictions.

President McClintick thanked Sam for his updated and asked that Tammy have that information shared with KCI.

President McClintick asked for the Secretary's Report.

Dawn Scheller reviewed that the office sent out 45 Rental Property Registration Letters. The Rental Owners were asked to register their properties by May 31, 2013. She stated that she would keep Council updated with the progress. Dawn Scheller reviewed information regarding the Summer Playground Program and asked for Council for their approval of the program. Dawn provided them with information regarding the hiring, planning, advertising, registering, and financial information for this program. Dawn reviewed the Summer Playground Approval was listed under new business for action. Dawn Scheller thanked Borough Council for allowing her to attend the Boroughs Conference in Hershey PA.

President McClintick reviewed that the Public Works Department Report was included in the packet for review.

President McClintick asked for the Committee Reports.

Jeff Main reviewed information pertaining to the fire company's apparatus and informed Council that it has been paid off and the fire company would save \$60,000 a year by no longer having payments. Main reviewed the long lost boxes of items collected at the Smith House (prior to demolition) have been recovered and will be given to Dr. Orange. And stated the Fire Board, in an effort to better serve the fire department, said the firehouse was inspected by David Black Engineering, Inc. as a preliminary step to discussing potential improvements to the existing structure. Jeff Main also informed Borough Council that as a project for the Jr Members they will be restoring a white 1941 fire truck just coming out of storage to be used in parades and other special events so that regular fire-fighting equipment can remain on call.

Betty Stenger provided Council with a HARB Meeting update from the May 7, 2013 meeting. A copy of the meeting packet was included in the Council packets for all members review.

MOTION: to approve COA 13-05-01 as presented for hanging sign and window decals for 1 North Main Street for Just in Time Sandwich & Ice-cream Shop was made by John Freeland, second by Jeff Main, all ayes, motion carried.

John Freeland reviewed that the Police/Safety Committee Meeting information was included in Council Packets for review. There were no recommendations from the committee at this time.

President McClintick moved on to New Business.

MOTION: to approve the operation of the 2013 Summer Playground Program was made by Jeff Main, second by John Freeland, all ayes, motion carried.

MOTION: to approve the Greencastle's Chief of Police request for additional Fire Police assistance on May 27, 2013 was made by Jeff Main, second by John Freeland, all ayes, motion carried.

MOTION: to approve the Greencastle's Chief of Police request for additional Fire Police assistance on June 2, 2013 was made by Jeff Main, second by John Freeland, all ayes, motion carried.

Borough Council reviewed the letter from the Mercersburg Library Association and asked that Tammy Oberholzer contact them to review the budget process and timeline and this would be an item for the Finance Committee to review at that time.

President McClintick asked for any additional Business.

President McClintick reviewed the correspondence included in the packet.

Borough Council reviewed the upcoming calendar.

Betty reviewed that she would like to have a Beautification Meeting before the next Council Meeting.

The Police/Safety Committee was cancelled for May 15, 2013 due to multiple members not able to attend.

John Freeland scheduled a Streets Committee Meeting for May 15, 2013 at 9:30 am.

Technology reviewed that they did not need to meet.

Mayor Zeger reminded everyone of the 275th Anniversary Celebration.

MOTION: to adjourn at 8:10 pm was made by Jeff Main, second by John Freeland, all ayes, motion carried.

These meeting minutes were transcribed with the use of Dawn Scheller Assistant Borough Manager's notes. These minutes have been respectfully submitted for review and approval.

Date Approved: _____ Motion Made By: _____ Second By: _____