

**Mercersburg Borough Council & Shade Tree Meeting**  
**Borough Hall, Mercersburg, PA**  
**May 2, 2016**  
**MINUTES**

**Attending:** President Tom Suddeth, Vice-President Jeff Main, Amy Burkot, Lisa McCoy, Donald Stoner, Jonathan Kittredge, Lisa McCoy, Borough Manager Dawn Scheller, Assistant Borough Manager Derek Stoy, and Solicitor Steve Coccoresse

**Absent:** Vacant Mayor Position (Council President did not vote on any items) and Engineer

**Guests/Press:** See sign-in sheet

Vice-President Main called the meeting to order with President Suddeth leading the Pledge of Allegiance. Vice-President Main opened the floor for public comment.

Mr. Heefner, E. Fairview Ave, congratulated the Lioness on receiving the J.B. Award and remarked his disappointment that no one from Borough Council was present.

Jim Zeger, Johnstons Lane, asked Borough Council for the safety and well-being of the public that Borough Council approve funding to be added to the Police Salary Wages.

Josh Meyers, W. Seminary Street, provided information on an attempted break in at his property and noted that when he called Emergency Dispatch the Borough did not have an officer on duty. He noted that this was the second time in six months that he called for police and no one from the Mercersburg Police Department was on duty. He asked that Council evaluate the cost of having a police department and what services are being provided.

No other Public Comments were made, Jeff Main moved on to the other items listed on the Agenda.

**MOTION:** to approve the meeting minutes from the April 4, 2016 Council Meeting was made by Jonathan Kittredge, second by Lisa McCoy, all ayes, motion carried.

The Council Members reviewed the Police Report and Grant Request from Chief Zechman. Borough Council members voiced concern with why his report had no indication of any meter coin receipts as they have seen money collected. They asked Dawn Scheller to check with the Accountants and see if any meter coin was turned in for deposit.

**MOTION:** to approve the Police Department's request to apply for a \$20,000 JAG Grant for the purchase an additional mobile camera for the unmarked cruiser, implement wireless digital down loading on in-car video and the purchase of an audio and video interview camera system for the police station was made by Jonathan Kittredge, second by Donald Stoner, all ayes, motion carried.

**MOTION:** to accept the donation of a coin canister if one is donated at no cost to the Borough was made by Jonathan Kittredge, second by Donald Stoner, all ayes, motion carried.

Dawn Scheller provided her report to the Council Members. She provided an update that the National Honor Society Students trimmed back the trail area as requested. She noted that Derek was obtaining costs for plat information from the Borough Engineer to provide MACWell with pricing options. This information was needed so the Borough Solicitor could draft the ROW Agreements for McCulloh, Water Authority, Sewer Authority and the Power Company property. Dawn Scheller noted that Council would have the Treasurer's report at the May 16, 2016 Borough Council Meeting. Dawn provided an update on the meeting with the Herbruck Family who was purchasing a farm in Montgomery Township and looking to expand their egg business. She noted that they wanted to be good community partners and

provided information to Council Members. Dawn Scheller asked that Borough Council approve a \$25,000 General Fund Transfer to the Payroll Account. She also noted that PEMA requires the Designation of Agent Form be authorized and signed by Borough Officials so that she can apply for the emergency fund reimbursement.

Derek Stoy provided his report to Council that included a review of the non-response regarding property 141 North Main. He noted that the owner has not responded to his requests to install a fence per Council's request. Derek reviewed that the violation falls under the NUISANCE ORDINANCE 10-6. He reviewed the concerns of the piles of stones, rodents, and snake reports on the property. Derek brought his concerns to Council and asked for direction.

**MOTION: to authorize the Zoning Officer to issue a violation of Ordinance 10-6 to the property owner of 141 North Main Street was made by Lisa McCoy, second by Donald Stoner, Jonathan Kittredge opposed, remaining ayes, motion carried.**

Derek Stoy reported that the demolition for the new Rutter's Property was expected to begin the week of May 9, 2016. Derek noted that he has a meeting scheduled on Wednesday, May 4, 2016 to discuss the project. He reported that they did receive the Penn DOT permit.

Derek Stoy reported that he received two price quotes on a drainage box located on Grandview.

**MOTION: to approve the Metcalfe price quote for concrete work on the Grandview drainage box for the cost of \$1400 was made by Jonathan Kittredge, second by Donald Stoner, all ayes, motion carried.**

Amy Burkot reported on the Beautification Committee Meeting. She noted that the May 1<sup>st</sup> event did not occur with the recent rainy weather. Amy presented an estimate for smaller flags that would be added to the square. Amy Burkot updated Council that the large flags have been hung, the benches were delivered to the square, and the flowers have been planted in the flower boxes. She spoke about her continued efforts to raise money and Borough Council reviewed the brochure included that would be distributed at Springfest. Members from the audience made suggestions on the brochure and noted that it should include what the donors would receive for the \$100 donation. Lisa McCoy brought concerns about the street lights not being bright enough. Josh Meyers noted that he and former Council President McClintick prepared a map with every location of a light pole in Mercersburg a number of years ago. Vice President Main asked if Dawn Scheller had seen the map, and Dawn noted that she has not come across it. It was noted that the lights and poles are owned and maintained by West Penn Power and the Borough was not authorized to alter or screw anything to the poles.

**MOTION: to approve the quote for Rileighs for the purchase of 8 18"x36" flags for the square at a cost of \$408.00 plus shipping was made by Jonathan Kittredge, second by Donald Stoner, all ayes, motion carried.**

Jeff Main provided a Fire Board update noting that M.M.P. & W. was now a 501 3 c. He added that this was a great accomplishment as now the Fire Company would begin a capital campaign to raise funds.

Jonathan Kittredge provided the Property Committee Report.

**MOTION: to approve the Borough of Chambersburg Street Sweeper at a cost of \$60 per operating hour, a delivery cost of \$100 and a replace curb brush cost of \$170 was made by Jonathan Kittredge, second by Donald Stoner, all agreed that it would be done on a case by case basis, all ayes, motion carried.**

**MOTION: to authorize the change from Shipley to AC&T for the diesel fuel for the Borough was made by Jonathan Kittredge, second by Amy Burkot, Council Members asked if Derek requested a reduction of costs – Derek responded that he did, but Shipley would not meet AC&T's pricing, Council agreed as long as there was a 60/90 day out from the contract if needed, Derek confirmed there was, all ayes, motion carried.**

**MOTION:** to approve the Assistant Manager to proceed forward with plans to install a new salt storage building in the area of the blue building not to exceed a planning cost of \$10,000 was made by Jonathan Kittredge, second by Amy Burkot, Lisa McCoy abstained from the vote as she was unfamiliar with the project, remaining ayes, motion carried.

Vice-President Main moved on to the OLD/NEW Business Agenda Items.

Council Members had zero letters of interest to consider for any of the vacant positions. It was noted that a Vacancy Board Meeting would be scheduled and advertised to occur Monday, May 16, 2016. Dawn Scheller was asked to advertise the meeting. Steve Coccoresse noted that if the Borough did not have any interest Council would need to petition the Court of Common Pleas.

Borough Council Members discussed the Shade Tree Planting. During the discussion it was noted that additional specific location and tree species was needed for the meeting. Members of the Public added suggestions that the property owners be invited to the meeting to discuss the tree planting. Borough Council Members discussed that the Borough would be responsible to maintain the planted trees, but should a tree need to be removed, Council could meet and determine that it would be the property owner's responsibility to remove the tree. Council Members discussed if they should update the current Ordinance. After much discussion this item was tabled, as the Council Members did not have enough information to authorize the planting. Amy Burkot said that she would work with a forester and bring more detailed information back to Council for approval at another meeting later in the year. It was noted that a meeting notice advertisement would need to be published listing the specific tree planting information. It was suggested that a July Meeting would be appropriate for the October planting. The advertisement would need to run two consecutive weeks prior to the July Shade Tree Meeting.

**MOTION:** to authorize the transfer of \$25,000 from General Fund to the Payroll Account was made by Donald Stoner, second by Lisa McCoy, all ayes, motion carried.

**MOTION:** to approve the Resolution 12-16 Designation of Agent for Dawn Scheller to act on behalf of the Borough for the PEMA Application for Emergency Funding for the DR-4267 / Snow Storm Jonas was made by Jonathan Kittredge, second by Donald Stoner, all ayes, motion carried.

Vice-President Main reviewed the correspondence items in the packet.

**MOTION:** to enter into executive session for possible litigation matters with action to be taken at 8:15 pm was made by Donald Stoner, second by Jonathan Kittredge, all ayes, motion carried.

Regular session resumed at 8:30 pm.

**MOTION:** to approve the Solicitor to draft a Settlement and Release Agreement between the Borough and the owner of 202 South Fayette Street for the repair of foundation anchor bolts not to exceed \$100 was made by Jonathan Kittredge, second by Donald Stoner, all ayes, motion carried.

Council Member Lisa McCoy noted that a group of residents were scheduled to meeting House of Representative Topper and Senator Eichelberger on May 27, 2016 to discuss concerns that they had. She communicated that many residents were calling action to "Stop the Stink".

**MOTION:** to adjourn at 8:32 pm was made by Donald Stoner, second by Jonathan Kittredge, all ayes, motion carried.

*These meeting minutes have been transcribed and respectfully submitted by Dawn L. Scheller with the use of her meeting notes and audio recording.*

Date approved: \_\_\_\_\_ Motion made by: \_\_\_\_\_ Second by: \_\_\_\_\_

