

**Mercersburg Borough Council**  
**113 South Main Street**  
**Mercersburg, PA 17236**  
**November 8, 2021**  
**MINUTES**

**Attending:** Paul Sipes, Raymond Minton, Michael Pedersen, Anthony Frisby, Borough Manager Derek Stoy, Borough Secretary Stacey Golden and Solicitor Steve Coccorese

**Absent:** President Donald (Dusty) Stoner Jr., Vice-President Tom Heefner, Mayor Roger Defibaugh

**Guests/Press:** Lisa Minton, Andy Abel, Joe Burkot, Cynthia Schaich, Kurt Schaich, Roy Schaich, Carl Schiach

Solicitor Steve Coccorese explained how to run the meeting since the President, Vice-President and the Mayor were all absent and said that would normally be the order in which they preside over the meeting. Coccorese suggested that the council members nominate one of the present members to preside over the meeting.

**MOTION: To nominate Dr. Michael Pedersen to preside over the council meeting was made by Paul Sipes, second by Anthony Frisby. All ayes, motion carried.**

Dr. Michael Pedersen called the meeting to order at 7:00 PM and asked Boy Scout Troop 28 if they would lead in the pledge of allegiance and then opened the floor for public comments.

Scout Carl Schaich introduced himself and explained to council that he is working on his eagle scout project of making 14 blue bird houses and 8 bat houses for Johnston's Run Trail. Schaich said all of the lumber for the project was donated and wanted to present them to council so they can be put up. Scout Schaich thanked council for putting up the boxes for him. Borough Manager Derek Stoy said the bat boxes will be put up in the spring.

Preston Spahr gave an update on the Mercersburg Vibrancy Steering Committee. Spahr said he spoke with Janet Pollard at the Franklin County Tourism Bureau and said a date is needed for the 2022 Johnny Mercer Music Festival and stated that it is the main source of income for the capital campaign on an annual basis so that MVSC can hire a planner. Spahr said he is working together with Andy Abel to get a date in October for the festival. Janet Pollard asked if she could get support for the "America 250 PA Project" which is the 250<sup>th</sup> anniversary of the Declaration of Independence celebrated in Pennsylvania. Spahr said he offered to help her meet with borough council in about February and to follow up with something that happened with the county commissioners who provided a supporting statement and a resolution. Pollard is asking if our municipalities could each join together and provide a supporting statement and resolution as well. Borough Manager Derek Stoy asked Spahr to keep in mind that the Chamber

of Commerce is looking at the first Saturday in October for the 'Beer and Wine Festival' saying they will probably be using the same facility. Andy Abel commented that he had communication with Chris Ardinger from the Chamber of Commerce and they both prefer that both events be rolled together to one event but a date hasn't been released yet.

Borough Manager Introduced Pennsylvania State Trooper Herman Hofacker who was assigned to the council meeting. Corporal Hofacker shared some information about himself and stated that he covers two townships. Corporal Hofacker also stated he was also a boy scout and spoke to Troop 28.

**MOTION: To approve the October 11, 2021 meeting minutes as written was made by Raymond Minton, second by Paul Sipes. All ayes, motion carried.**

**MOTION: To approve the Bills Payable and Treasurer's Report A & B for month ending October 31, 2021 was made by Paul Sipes, second by Anthony Frisby. All ayes, motion carried.**

No Mayor's Report.

Borough Manager Derek Stoy passed along the information from the police department that there will be free parking for the borough starting November 22, 2021 through January 3, 2021.

Police report in packet.

Council moved into the Borough Manager's Report.

Borough Manager Derek Stoy reported that the Green Light Go grant application is processing. Stoy said PennDOT is requiring a scoping form to be submitted for review before the actual grant submission. Stoy added that the Low Volume Road grant through the Franklin County Conservation District also looks "promising". Manager Stoy stated that the Meyers Alley repaving grant was the only submission the district had and it is possible that the borough will be awarded 100% of that grant. Manager Stoy reported that Just Wood Industries was contacted for a quote to replace the existing office countertops, Mr. Aholt gave a "great price" to do the project. Stoy said the plan is to paint and recarpet the administrative offices as well and plans to have the countertops replaced during President's Day holiday and have one office completed during the Martin Luther King Jr. holiday and the other office completed on President's Day to cut down on office closures. Stoy noted that the Tax Levy Ordinance will need approved for advertisement and concluded his report with dates he will be on vacation.

Council moved into the Committee Reports. The Personnel and HARB recommendations were both reviewed under New Business.

No Old Business.

Council moved onto Committee Reports.

Council reviewed the Personnel Packet, Manager Stoy explained the recommendations made at the meeting regarding health insurance and changes to the employee handbook.

**MOTION: To pay \$2,500 out of the Health Insurance Surplus savings account for each of the 6 non-uniformed employees to assist with offsetting health insurance premium share payments was made by Paul Sipes, second by Anthony Frisby. All ayes, motion carried.**

**MOTION: To have the solicitor review and recommend changes to the background check policy of the Borough of Mercersburg Employee Handbook was made by Anthony Frisby, second by Raymond Minton. All ayes, motion carried.**

Council moved onto the HARB packet, HARB member Raymond Minton explained what the recommendations made at the meeting.

**MOTION: To approve the Application for Certificate of Appropriateness COA 2021-11-01 to include the demolition of the concrete block structure to the North side of the project and for the restoration and renovation of the exterior building(s) of the property known as 13 Seminary Street, Mercersburg, PA with the following stipulations:**

- All work not otherwise addressed must follow the Department of Interior Guidelines for historic restorations.
- Approval of some features, materials, and methods is hereby granted on a one time job specific basis, due to the extenuating circumstances presented. Nothing in this approval is to be construed as general policy of Council either now or for future projected.
- It is further understood that some of the changes may be temporary and that future work might change the needs relating to the exterior renovation. Any future work must be approved through the HARB process prior to that work being performed.
- Mortar samples are required to be prepared to match the various areas be done in low visibility locations. These should be done in low visibility areas.
- Borough/HARB Consultant/HARB members must approve Mortar Samples before the work is undertaken.

Council moved into New Business.

**MOTION: To approve proposed JWI Architetural Millwork, Inc. quote for a new countertop for the borough office in the amount of \$1,320.00 and \$600 for installation to be paid out of Capital Improvement was made by Anthony Frisby, second by Raymond Minton. All ayes, motion carried.**

**MOTION: To approve Tax Levy Ordinance 2-32 and the 2022 budget for advertisement was made by Raymond Minton, second by Anthony Frisby. All ayes, motion carried.**

Solicitor Steve Coccorese confirmed three consecutive weeks to advertise.

Council reviewed committee meeting dates.

**MOTION: To adjourn the regular session meeting at 7:30 PM was made by Paul Sipes, second by Raymond Minton. All ayes, motion carried.**

*These meeting minutes were transcribed and respectfully submitted for approval by Stacey Golden with the use of her meeting notes and audio recording.*

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