

Mercersburg Borough Property/Tech Committee
Borough Hall, 113 South Main Street, Mercersburg, PA 17236
March 6, 2024
9:00 AM
Agenda

- I. Call the Meeting to Order:**
- II. Public Comment/Guests:**
- III. Notes:** A copy of the meeting notes from the last meeting on June 7, 2023, provided.
- IV. Old Business:**
- V. New Business:**
 - A. Discussion and authorization to reschedule the Property Committee Meetings from April-August to occur the first Wednesday each month at 9:00 AM
 - B. Approve a recommendation to Borough Council to repair the Cat5 Cable from Borough Hall to Pole to PWD Garage by Glessner Technologies, a quote for the repair was provided #24592 in the amount of \$1,755.00.
 - C. To approve a recommendation to Borough Council to authorize the appropriate Borough Personnel to submit all cost information including the Glessner Technologies Quote #24592 to the insurance company of the at fault driver whose vehicle damaged the pole.
 - D. Tour of Borough Hall (Basement – Old Magistrates Office)
 - E. Tour of Police Department
 - F. Tour of Band Building
 - G. Tour of Borough Garage
 - H. Tour of the Blue Building
 - I. Tour of the Salt Shed
 - J. Tour of Sewer Plant particularly where the Borough keeps other files.
 - K. Discussion on creating categories for future project planning – suggestions listed below.
 - 1. Develop a Building Maintenance Plan
 - 2. Develop an Equipment Purchasing Plan
 - 3. Develop a Technology Plan
 - 4. Develop a File Retention Plan
 - 5. Any other suggestions
- VI. Meeting Schedule:**
 - A. Council: 3/11/2024, 3/25/2024, 4/8/2024, 4/22/2024
 - B. Sewer: 3/14/2024 & 4/11/2024
 - C. Water: 3/21/2024 & 4/18/2024
 - D. HARB: 4/2/2024 & 5/7/2024
 - E. Personnel: Executive Session 3/11/2024, Regular Meetings 3/18/2024 & 4/15/2024

F. Streets: 3/27/2024 & 3/24/2024
G. Property: 4/3/2024 & 5/1/2024

VII. Adjourn:

****ALL GUEST/CORRESPONDENCE IN CHRONOLOGICAL ORDER PER REQUEST/RECEIPT****