

Mercersburg Borough Council Meeting
113 South Main Street, Mercersburg, PA 17236
Monday, August 28, 2023

MINUTES

The meeting was called to order at 7 p.m. by Councilman Sipes.

Present were Councilmen Joe Burkot, Anthony Frisby, Raymond Minton, Jacob Morgan, Paul Sipes, Mayor Pederson, Borough Manager Melissa Price, Solicitor Steve Coccoresse, and Borough Secretary Donna Irons-Zimmerman. President Dusty Stoner and Vice President Tom Heefner were absent.

Lisa Minton led the Pledge of Allegiance at the request of Sipes.

Public Comment/Guests

Lisa Minton, 49 S. Main Street, asked about the status of crosswalks in the borough and Price said the project is likely occur in 2024.

Andy Abel, 300 E. Seminary Street, asked about interest in a park at the site of the borough reservoir and asked that Council request the Water Authority investigate it. A discussion followed among Abel, Mayor Pedersen, and Morgan regarding public help in developing such a project. Price stated that the first priorities would be drilling wells to support the water supply demand. Sipes suggested a regional park authority be created for those outside the borough that would use the park.

Minutes

Solicitor Coccoresse said that Solicitor Hepp's name was misspelled.

On a Minton/Burkot motion, Council unanimously approved the corrected Meeting Minutes from August 14, 2023.

Treasurer Report/Bills Payable: No report submitted.

Mayor's Report

Mayor Pederson provided a summary of his recent activities including attendance at the PA Mayor's Conference and various community events. He mentioned a concern by the PTO regarding school bus accessibility on W. Seminary Street and wished all area students a great year.

Police Report: No report submitted.

Solicitor

Coccoresse suggested updating the Parking Ordinance as meter zones are included.

Lannie Gordon, 105 S. Main Street, asked that meters not be removed at his business. Sipes said meters were not being pulled. Morgan asked if a two-hour meter would be helpful, and

Gordon said yes, if it was enforced.

Engineer Report: No report submitted.

Borough Manager's Report: No report submitted.

Department of Public Works Report: No report submitted.

Committee Reports

Act 537- N/A

Finance – N/A

Fire Board – No minutes provided.

HARB – N/A

Nominating – N/A

Personnel – N/A

Planning – N/A

Property/Technology – N/A

Police/Safety Committee- N/A

Streets: Sipes presented a summary of the August 23, 2023, meeting (minutes included in Council packets). Council then discussed the type of meter best suited for borough demographics, two-hour limits, and hiring additional enforcement staff.

Price said that Brenden Bos, Distribution/Transportation Manager, Herbruck's, had visited the borough and met with her that afternoon. She told Bos that the borough needs to be included in any municipal discussions.

Coccorese said that all changes to the Parking Ordinance could be updated at once, including meter removal and California Street, with potential future changes done via Resolution. He said that Council could authorize advertising the proposed changes to the parking ordinance for the second September or October meeting, but Sipes said he was not able to make a recommendation at this time.

Minton asked when sidewalk letters would go out and Sipes said the borough must first begin the process of transferring the loan program to an alternate bank.

Sipes asked for a motion to amend the ordinance to include the removal of those parking meters outlined in that map provided to Council and eliminating parking on the south side of E. California Street.

Minton began to enter a motion but then rescinded his request.

Coccorese said Council needed a motion to advertise an amendment to the ordinance, pending receipt and approval of any input from the Mayor and Chief.

Morgan asked that the crosswalk at the Post Office not be removed, and that the Streets Committee work with PennDOT to resolve the signage issues.

Zoning Hearing Board – N/A

Old Business –

Ongoing: solicit area banks regarding sidewalk loan program.

New Business

Mark Sanders: Fire Chief to attend when available.

Review Bids Received to include Notice of Intent to Award the Bid for Jailhouse, Myers Alley & Borough Parking Lot - Streets Committee recommendation to proceed with awarding Fayetteville Contractors, Inc. (FCI), the lowest responsible bidder, for the repaving of Jail House Alley for the contracted price of \$12,175.80; Meyers Alley for the contracted price of \$11,967.90; and, paving of the Borough Hall parking lot for the contracted price of \$10,175.52.

Sipes noted that FCI's bid was significantly lower than the other bid. Morgan asked if FCI was only applying the asphalt top after the borough completes their portion of the project and Sipes said that was correct.

On a Minton/Frisby motion, Council unanimously voted to accept the bids from Fayetteville Contractors, Inc. for all three parts.

Morgon asked if the bids met Prevailing Wage and Irons-Zimmerman said yes.

Discussion to Authorize and Advertise Trash RFP.

Solicitor Coccorese provided the comments received from Morgan and Irons-Zimmerman.

Council comments and action italicized.

- Borough residents (excluding apartments, businesses) are required to have trash service using the designated contractor, enforceable by the Zoning Officer.
- Can the borough have a three-year contract with multiple one-year options? *Do two years with two one-year renewal options.*
- Add Juneteenth as a holiday. *Yes.*
- Extend the collection window before the current 7 a.m. to noon. *Yes; extend start time to 6 a.m.*
- Contractor reports. The missed service report is a burden on the contractor. Recycling Education and selling trash bags is not done. *Remove if the borough is not doing or enforcing.*
- Is the indemnification language legal; Coccorese said it is.
- The contractor/bidder is responsible for verifying the number of dwelling units served. The borough can provide a current estimate and require the contractor/bidder to solidify the number. *If the borough can get that number, Coccorese will add.*
- Missed pick-ups, such as occur on the square, should be treated as a missed service. *The borough's trash collection is a free service so there is limited recourse.*
- Coccorese said the \$200,000 Performance Bond guarantees the work the vendor is contracted to do and can be adjusted. *Lower Performance Bond to \$150,000.*
- The Certificate of Non-Segregated facilities is probably tied to federally funded projects and potentially any state work. *It should stay in just in case it is ever needed.*
- The requirement that the borough be notified every time a new customer opens or closes an account is a heavy burden on the contractor. *Remove.*

Coccorese said he would like Council to authorize advertising the RFP to keep moving forward. If needed, more time can be taken, but the RFP should go out soon.

On a Morgan/Burkot motion, Council unanimously voted to advertise the RFP for trash pick-up with changes as discussed.

Correspondence

On a Minton/Burkot motion, Council unanimously voted to allow the Franklin/Fulton County Drug and Alcohol Program to put purple lights on the square for *Recovery Month*.

Confirm Meetings

Council: September 11, 2023; September 25, 2023; 7 p.m.

Finance: August 21, 2023; 1 p.m.

HARB: September 5, 2023; 7 p.m.

Nominating: TBA

Personnel: September 18, 2023; 7 p.m.

Planning: TBA

Property: September 6, 2023; 7 p.m.

Sewer: September 14, 2023; 7 p.m.

Water: September 21, 2023; 7 p.m.

Streets: September 27, 2023; 7 p.m.

ZHB: TBA

On a Minton/Frisby motion, the meeting adjourned at 8:25 p.m.

Respectfully submitted,

Donna E. Irons-Zimmerman

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