

Mercersburg Borough Council Meeting
113 South Main Street, Mercersburg, PA 17236
Monday, March 11, 2024
AGENDA
7:00 PM

- I. Call To Order**
- II. Public Comment/Guest**
- III. Minutes**
 - A. To approve the meeting minutes from February 12, 2024
- IV. Treasurer Report/Bills Payable**
 - A. To approve the Treasurer’s Report for the month ending February 29, 2024
 - B. To approve the Bills Payable/Invoice List for the month ending February 29, 2024
- V. Mayor’s Report** – Scheduled to be present.
- VI. Police Report** – Report included in the meeting packet.
- VII. Solicitor** – Scheduled to be present.
- VIII. Engineer Report** – Not scheduled to be present.
- IX. Borough Managers Report** – Scheduled to be present and report provided at the meeting.
- X. Secretary Report** – Not scheduled to be present.
- XI. Department of Public Works Report** – Report included in the meeting packet.
- XII. Committee Reports**
 - A. Act 537-** No Meeting
 - B. Finance** – No Meeting
 - C. Fire Board** – Update provided at the meeting.
 - D. HARB** – No Meeting
 - E. Nominating** – No Meeting
 - F. Personnel** – Met in executive session for personnel matters on March 11, 2024
 - G. Planning** – No Meeting
 - H. Property/Technology – March 6, 2024** – Meeting packet, notes, and recommendations included.
 - I. Streets – February 28, 2024** – Meeting packet, notes, and recommendations included.
 - J. Zoning Hearing Board** – No Meeting
- XIII. Old Business** –
 - A. To approve Ordinance 3-15 Amending the Borough Manager Ordinance, this was duly advertised in the February 28, 2024, edition of the Journal.
 - B. To approve and authorize Council President to sign the KLS Developer’s Agreement and the Professional Consultant Services Agreement as presented.

- C. To authorize the Borough Manager to open an escrow account with the funds received from KLS at Orrstown Bank.

XIV. New Business

- A. To authorize the advertisement of the Proposed Zoning Ordinance Amendment amending the table set forth in section 306 to permit Restaurant, Retail Store, and Tavern as permitted uses within the Industrial District
- B. To authorize submitting the Proposed Zoning Ordinance Text Amendments to the Borough's Planning Commission and the County for review and approval.
- C. To review the nominations received for the James Buchanan Award and choose the 2024 award winner.
- D. Consideration of an offer of employment for a part-time police officer.
- E. Consideration of employment status of probationary employee.
- F. To approve quote by Glessner Technologies (Quote #24592) in the amount of \$1,755.00 repairing the damaged line and submit all costs to the at-fault driver's insurance company for reimbursement.
- G. To discuss file retention and consideration of adjusting the Borough Office schedule with regards to public hours v. hiring a part-time Employee to assist with reviewing and organizing the files in Borough Hall and in the Sewer Plant in accordance with the Records Retention Act.
- H. To discuss what the Borough is willing to support regarding the Band Building and the removal of contents due to the due to the continued deterioration of the structure.
- I. To obtain an evaluation/consultation for fire safety and fire suppression/remediation on the borough owned properties.
- J. To authorize the office staff to contact the Borough Engineer seeking assistance with a curb sidewalk evaluations/inspection project for Linden Avenue, Park Avenue, Oregon Street, and West Seminary Extended and then to provide a report to the Streets Committee at a future meeting.
- K. To authorize the Borough Engineer to inspect the drainage along West Seminary St. Extended and the area of West Fairview/Grandview with providing recommendations to the Streets Committee at a future meeting.
- L. To authorize the office staff to forward information to the Authorities regarding the proposed curb/sidewalk project along Linden Avenue, Park Avenue, Oregon Street, and West Seminary Ext. as utility curb box work may require attention in advance of the curb/sidewalk repairs.
- M. To approve the Solicitors Office to review the various Streets and Parking Ordinances identifying which Ordinances would need to be amended for the removal of selected parking meters.
- N. Authorize Council Vice-President to send out letters seeking donations for the 2024 Summer Playground Program and authorize the Borough Office to secure an insurance policy for the program.
- O. Authorize the Borough Office to update the Award Name Plates in Borough Council Chambers for the Harriet Lane and James Buchanan Award Winners and order name plates for the benches on the square.
- P. Appointment of a member to the Comprehensive Planning Steering Committee and discussion on providing three topics that the Borough wishes to focus on.

XV. Correspondence

- A. January 5, 2024, letter from PSAB re: Nominations for Second Vice-President
- B. January 16, 2024, letter from the Borough re: HARB Application # 2024-01-01

- C. February 8, 2024, letter from PMCA re: Building Permits, Use and Occupancies Issued, and Inspections performed.

XVI. Meeting Schedule -

- A. COUNCIL: 3/25/2024, 4/8/2024, 4/22/2024
- B. HARB: 4/2/2024 & 5/7/2024
- C. PERSONNEL: 3/18/2024, 4/15/2024, & 5/20/2024
- D. PROPERTY: 4/3/2024 & 5/1/2024
- E. SEWER: 3/14/2024 & 4/11/2024
- F. STREETS: 3/27/2024 & 4/24/2024
- G. WATER: 3/21/2024 & 4/18/2024

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