

**Mercersburg Borough Council Meeting
Borough Hall, Mercersburg, PA
April 10, 2023
MINUTES**

Attending: President Donald Stoner, Vice-President Tom Heefner, Mayor Michael Pedersen, Raymond Minton, Paul Sipes, Anthony Frisby, Jacob Morgan, Joe Burkot, Borough Manager Melissa Price, Borough Secretary Tessa Holtry, and Solicitor Steve Coccorese

Absent: Engineer

Guest(s)/Press: See attached sign-in sheet.

President Stoner called the meeting to order at 7:00 pm and invited Tessa Holtry to lead the Pledge of Allegiance. He then opened the floor for public comment.

PUBLIC COMMENT:

Lisa Minton, 49 S. Main Street, asked if there has been any progress made with the crosswalks on the square. Borough Manager Melissa Price answered no. Mayor Pedersen reviewed that they were looking into it. Manager Price clarified her response stating they are looking into it, that they need grants, and if they are going to do it, they want to do it right. Donald Stoner also noted that the Borough has to follow state guidelines as it is a state roadway.

Preston Spahr, 101 South Main Street, spoke in favor/support of a Resolution with Mercersburg and include Peters Township and Montgomery Township.

Gary Louder, 10655 Church Hill Road, Director of the Mercersburg Area Community Band, requested to reserve his Public Comment when the building is discussed.

Jayne A. Metcalfe, 5208 Mercersburg Road, Treasurer of the Mercersburg Area Community Band read a statement she prepared regarding the Band, the history of the organization, locations where they practice, and that a building had been donated and relocated behind the Borough building. She noted that sometime in the early 1940's the building was torn down and replaced. Unfortunately, due to the current building having a padlock on it, she was not able to obtain any financial records that might indicate the amount of funds contributed to the rebuilding of the building.

MINUTES:

MOTION: to approve the Meeting Minutes from March 13, 2023, with one correction on page 3 removing the statement that Councilman Raymond Minton said that he never heard anyone being turned down for a loan, but that someone should inquire about it, this statement should be stricken from the record, was made by Tom Heefner, seconded by Raymond Minton, all ayes, motion carried.

TREASURER'S REPORT:

MOTION: to approve the Treasurer's Report for the month ending March 31, 2023, was made by Tom Heefner, seconded by Paul Sipes, all ayes, motion carried.

MOTION: to approve the Bills Payable Report for the month ending March 31, 2023, was made by Tom Heefner, seconded by Paul Sipes, all ayes, motion carried.

MAYOR'S REPORT:

Mayor Pedersen noted that both he and Manager Price attended a good round table discussion at the John Allison Public House last week. This was also attended by the Hagerstown Mayor, three other Mayors in the area, John Flamery, Mike Ross, various police department representatives, and other state representatives. He said that the new Mayor of Hagerstown organized the meeting to assist with building relationships between Franklin County, PA and Washington County, MD. He reminded Council that the Food Truck festival is coming up on April 30th and requested a meeting with Dusty to discuss the hiring of another officer. Mayor would like to suggest to the Streets Committee revising the Free Parking Day from Wednesday to Saturday.

POLICE REPORT:

The Police Chief Report was provided in the Council Meeting Packets, and no additional items were discussed. Police Chief Zechman left the meeting at 7:11 pm.

SOLICITOR'S REPORT:

Attorney Coccoresse had nothing to report at this time.

ENGINEER'S REPORT:

The Engineer was not scheduled to be present, and no report was provided to Council.

BOROUGH MANAGER'S REPORT:

Manager Price reviewed that the Red Lights have been damaged four times during the last two months. She reviewed that only one truck driver claimed responsibility for hitting the light and their insurance company covered the repair cost. Melissa noted that the light that keeps getting hit is the light at the corner of Park and Main when the trucks make a right on the turn. It was also noted that this was the only light on a pole and not an arm. Manager Price said that another driver took a photo of the truck that hit the light most recently, including the license plate, and DOT information which she has turned over to the Police Department. Melissa is hopeful that the truck's insurance will be able to reimburse the repairs. She noted that this would be something that would be discussed at the next Streets Committee Meeting.

Manager Price relayed a request from M. McDuff from the Tuscarora PTO regarding sharing the costs of refurbishing the basketball courts at the Elementary School. Some discussion occurred noting that her request should be a School District request, not a Borough Council request since it is School District property. Melissa noted that she was asked to forward this information to Council. Council President noted that it could be added to the next meeting's agenda.

Melissa Price reviewed that she has noted 54 properties with sidewalk violations. She has drafted a letter that she would like the Streets Committee to review and approve prior to issuing them. Melissa said that no other violation notices were sent out during the month of March. Any concerns that she had; she made a courtesy call which prompted them to resolve the concerns. Melissa reviewed that

the process is working well. She reported that no Land-Use Permits were issued during the month of March.

She received two Right-to-Know Requests, both were forwarded to the Solicitor's office to assist with. Solicitor Coccorese quickly reviewed the RTK process. Steve reviewed, and said that any request for documents should have an RTK form and at minimum a brief discussion with him. He stated some requests are simple and can be released quickly, while other documents require redaction prior to them being made public. He added that if for some reason you are not providing the documents requested, there is certain appeal rights information that needs to be provided to the requestor at that time.

Manager Price noted that Boyer Ritter has completed their onsite review of the Borough's Financial Records. They are beginning to build the annual audit document. To date she has no outstanding task requests from the auditor, however as they work through their review process, Melissa will respond to any new requests in a timely manner. She will keep the Borough Council informed of the progress.

Manager Price stated she has been in contact with the truck driver's insurance company regarding the recent accident along Main Street. The insurance company has been very responsive to the requests she has made noting the damages including but not limited to the parking meters and such.

DEPARTMENT OF PUBLIC WORKS REPORT:

Council President noted that the written report was included in the meeting packet for Council Member's review.

COMMITTEE REPORTS:

FIRE BOARD:

Mayor Pedersen reviewed that they have run into some situations, but they are taking care of them, and they have a back-up plan. He reviewed that at this time they have an Interim Fire Chief Rodney Granky. They have an Interim Assistant Fire Chief Mark Click and they had to make some changes to the Deputy due to not being a member. They have some meetings scheduled and are hopeful that they will come to an agreement perhaps with a mediator.

PROPERTY/TECHNOLOGY COMMITTEE:

Councilman Burkot reviewed that the Committee Members discussed a few security camera options available to the Borough. He noted that Melissa has discovered that the camera located in the Borough hallway has real-time viewing capability upstairs in the old MDJ office. One suggestion to Council was to direct Melissa to check to see if that wiring can be run downstairs, bringing down the monitors. This would provide the employees the ability to view who is in the hallway noting that this is one of the blind spots for Borough office staff.

Joe also provided two different wireless camera purchase options; 1) Ring and 2) Blink Wireless. Councilman Burkot reviewed that the better/less expensive option was to purchase the Blink Wireless cameras. He reviewed that the Borough would get three Wi-Fi cameras for \$250.00. These cameras are not required to be hard wired in as they run on lithium batteries. He reviewed that they can be connected to a phone, and Blink Wireless has an annual premium cloud storage option at a cost of \$100 per year. He reviewed that mounts for the cameras would cost \$25 per mount and would

allow the camera to be pivoted if desired. Councilman Burkot noted that this would be a low-cost way to add camera security to the Borough Office. Borough Council could then discuss/determine who they would like to have access to the video/alerts.

The Committee discussed the need for paving the Borough Hall parking lot. They discussed the paving company would be here paving the alley. Councilman Burkot asked if Council wished the Borough Manager to contact that company to obtain a quote to pave the rear parking lot since they will be here.

Councilman Burkot reviewed that they reviewed and discussed the Cloud v. Server matter. He noted that Ryan was present for the discussion and ultimately the Committee recommends holding off on the Cloud for right now. The Committee recommends that Council move forward with the purchase of the server replacement at an approximate cost of \$9,500.

Melissa Price reviewed the findings of the Band Building inspection. She noted that the Inspector found asbestos in the building, that the floor has detached from the structure, and various animals were noted to have been in the dwelling for unknown periods of time. The Committee asked if the Council wished to authorize the Engineer to inspect and provide a cost estimate for repair, demo, and replacement as the Committee does not have all of the information needed to make a recommendation to Council at this time.

Council President requested that Melissa Price look to see if the wiring from upstairs can be run downstairs accessing the real-time view of the hallway camera and bring that information back to Council at next month's meeting. He also requested that Melissa add the purchase of the Blink Cameras to next month's Meeting agenda. Donald Stoner directed Melissa to contact structural engineers to obtain price quotes for the Band Building's structural evaluation and remediation and to bring that back to Council at their next meeting.

Council discussed the need for an agreement with the Mercersburg Community Band following receipt of the price quote information and restoration plan moving forward. Manager Price noted that she would keep the Mercersburg Community Band Members updated on the progress of the matter and noted that if they need to access any of the items inside the building, they can contact her directly.

Mayor Pederson asked if there was any progress made on the repair/replacement of the Borough Hall Building Front doors. Manager Price reported they had obtained a quote, but it needed to be revisited as additional detail on the hardware was needed for HARB. Council President asked that Melissa add that to the agenda for an upcoming meeting.

OLD BUSINESS:

None

NEW BUSINESS:

MOTION: to award the James Buchanan to D. Clifford Meyers, Jr. of 38 N. Main Street with the Mayor to make the presentation was made by Tom Heefner, seconded by Paul Sipes, all ayes, motion carried.

MOTION: to award the Harriet Lane Award to Jay Thompson was made by Tom Heefner, seconded by Paul Sipes, all ayes, motion carried.

MOTION: to authorize the Borough Manager to move forward with planning and completing any required items for the Summer Playground Program, including but not limited to the Advertisement, Applications, hiring seasonal staffing and work closely with Anthony was made by Raymond Minton, seconded by Jacob Morgan, all ayes, motion carried.

MOTION: Authorize the Borough Solicitor to revise the Borough Trash Collection RFP as the Parks Garage Contract ends in November 2023 was made by Anthony Frisby, President Stoner noted that if they wish to have discussion he needed a second, seconded by Raymond Minton, discussion occurred Jacob Morgan asked what changes would we be making, Council reviewed that they updated the hours of collection, added bulk pick-up day twice a year, and some other items in the RFP. Jacob Morgan noted that he thinks that they should discuss whether it is still useful to have one contractor for the whole town or if the residents should be able to choose their own trash company, President Stoner stated that they can do that however he believes that they would pay a lot more money for the trash collection. Manager Price asked if they want to bring in all the different trash companies/trucks into town if everyone chose their own company, additional discussion occurred regarding if some residents might choose to have their trash pile up before they would take it to the dump which could lead to rodent infestation. Manager Price reviewed that she would really like to hear from the residents so she plans to create a poll on the website, she announced to the guests that one would be available on the Borough Website for the month of May. President Stoner cautioned Melissa and noted that she should include the possibility that the residents might have to pay more for their trash services if residents individually choose their own. Council asked how would residents know that this poll was available they discussed adding a link on a Facebook page and running an advertisement in the paper, ultimately this motion was withdrawn with Melissa Price to bring back the poll questionnaire information to Council at the May meeting.

MOTION: to Authorize the Borough Manager to obtain price quotes on Street Sweeping for 2023 was made by Raymond Minton, seconded by Paul Sites, all ayes, motion carried.

Council discussed if they wished to move the May Council Meeting due to her vacation from May 2nd-10th, Council decided that they did not wish to do so and would have the meeting without her.

MOTION: Authorize a Resolution 2023-04-01 in support of the development of a Multi-Municipal Comprehensive Plan was made by Jacob Morgan, seconded by Tom Heefner, all ayes, motion carried.

MOTION: Authorize a Resolution 2023-04-02 Amending the fine for Parking Ordinance Violations from \$5.00 to \$10.00 was made by Paul Sipes, seconded by Tom Heefner, one nay made by Anthony Frisby, remaining ayes, motion carried.

MOTION: to amend the Meeting Agenda to include letter H authorizing Melissa Price to obtain quotes for structural analysis and remediation from a Structural Engineer was made by Raymond Minton, seconded by Paul Sipes, all ayes, motion carried.

MOTION: to approve Melissa Price to obtain quotes for structural analysis and remediation from a Structural Engineer was made by Raymond Minton, seconded by Paul Sipes, all ayes, motion carried.

Council President Stoner reviewed the correspondence included in the meeting packet.

MOTION: to amend the agenda to authorize up to three individuals to attend the PSAB May 18th Budgeting and Finance training was made by Paul Sipes, seconded by Raymond Minton, all ayes,

motion carried.

MOTION: to authorize three individuals to attend the PSAB May 18th Budgeting and Finance training was made by Raymond Minton, seconded by Paul Sipes, all ayes, motion carried.

Jacob Morgan asked how they would schedule future Parks and Recreation Committee Meetings. Manager Price requested that she contact her after reviewing the meeting calendar to proposed dates/times and she would ensure that the meetings are properly advertised.

MOTION: to adjourn into Executive Session for personnel matters with no action to be taken and will not reconvene at 8:33 pm was made by Tom Heefner, seconded by Joe Burkot, all ayes, motion carried.

These meeting minutes were transcribed and respectfully submitted for the Council's review and approval.

Date approved: 5-8-23 Motion made by: Tom Heefner Seconded by: Raymond Minton

