

**Mercersburg Borough Council Meeting**  
**Borough Hall, Mercersburg, PA 17236**  
**April 8, 2024**  
**MINUTES**

**Attending:** Council President Donald E. Stoner, Mayor Dr. Michael Pedersen, Vice President Anthony Frisby, Paul Sipes, Kelani Monismith-Craig, Jacob Morgan, Tom Heefner, Police Chief John Zechman, Borough Manager Dawn Scheller and Solicitor Rachel Hepp

**Absent:** Council Member Joe Burkot and Engineer Lance Kegerreis

**Public/Press:** See sign in sheet.

Vice-President Frisby called the meeting to order at 7:00 pm and began the meeting with the Pledge of Allegiance

Donald Stoner entered the meeting at 7:01 pm and opened the floor for Public Comment.

**PUBLIC COMMENT:**

Ramond Minton, 49 South Main Street, wanted to thank Borough Council and the community for the opportunity to serve on Council and the various committees. He said that it was an enjoyable time and a true privilege. Council Member Craig thanked him for his service and the time he spent dedicating to the Borough. She said that he would be missed.

Preston Spahr, 101 South Main Street, provided an update and recap of the recent Steering Committee Meeting. Manager Scheller provided a copy of the notes from that meeting in the Council Member's packets. Mr. Spahr reviewed that phase one is going well and provided information regarding the recent tours. Preston noted that they will set up a table at Townfest in front of the Mansion House from 1-3 pm on May 11th. Mr. Spahr also reviewed that he would share future meeting dates and times with Council Members and thanked them for their contribution to the Steering Committee.

Rick Frisby, 127 South Fayette Street, spoke regarding concerns about properties with tall grass, snakes, and rodents. He asked that the community be reminded to take care of these issues. Mr. Frisby also said that he had heard residents asking for a recreational facility and thought that the John Deere building was available for lease. President Stoner noted that the building was outside Borough limits and located in the township.

Erin Martin, 13167 Karper Road, was present and spoke on the Mercersburg Lions Community Park Association fundraising efforts. She provided a brief overview of the status of the efforts and noted that the playground was installed in 1970 and not much has been done about it since. Erin reviewed that they are very thankful for the Borough's Partnership and Dusty's assistance in applying for grants, but they are still awaiting the award notifications. She requested that the Borough consider becoming an Impact Builder Sponsor at the \$25,000 level. She requested that this could be a commitment of funding divided over the next three years. Council President requested that this be added to the May Borough Council Meeting Agenda for further discussion.

**MEETING MINUTES:**

**MOTION:** to approve the Meeting Minutes from March 11, 2024, as presented, was made by Sipes, second by Morgan, all ayes, motion carried.

**TREASURER's REPORT / BILLS PAYABLE:**

A Treasurer's Report and Bills Payable List for the month ending March 31, 2024, was not available for approval. Manager Scheller will follow up with the Accountants Office for more information.

**MAYOR's REPORT:**

Council President asked for the Mayor's Report.

Mayor Dr. Pedersen reviewed that he anticipates having the New Officer starting in May. He believed that was a positive step for the Police Department. The mayor thanked the volunteers who recently assisted with planting flowers and reported that he had received a healthy donation for Beautification. Dr. Pedersen noted that he is searching for grants that could be used for the Police Department as he wants to obtain more funding for the department.

**POLICE REPORT:**

Council President moved to the Police Report.

A Council Member asked Chief about an incident noted in his report. Chief Zechman said that he would have to investigate it and would get back to them with more information. Mayor Pedersen thanked Chief for his efforts and noted that Mercersburg needs a local police force.

No additional questions were asked of the Chief and he left the meeting at 7:24 pm.

**SOLICITOR's REPORT:**

Council President moved to the Solicitor's Report.

Solicitor Hepp had nothing to report on at this time.

**BOROUGH MANAGER's REPORT:**

Council President moved on to the Borough Manager's report.

Manager Scheller reviewed that Council will hold a concurrent hearing during the May 13<sup>th</sup> Council Meeting to receive public comments on and act on the Zoning Ordinance Amendment. She noted that she has provided a copy to both the County Planning Office and the Borough's Planning Commission for review and comment. She relayed the advertisements were to run in the April 17<sup>th</sup> & 24<sup>th</sup> editions of the paper. Dawn relayed information regarding the status of Borough Grants and noted that the 2023 Library Tax had not been paid in 2023, so this year will show an overpayment of tax money as the Borough will need to pay the Library for two years 2023 and 2024. Manager Scheller noted that one parade and three land-use permits were issued during March.

**DEPARTMENT OF PUBLIC WORKS REPORT:**

A report was included in the packet for review.

**COMMITTEE REPORTS:**

**FINANCE:** Council Member Morgan reviewed the notes from the meeting and noted the recommended items listed under New Business on tonight's agenda.

**FIRE BOARD:** President Stoner reviewed that their fundraiser projects are going very well and that they will be getting a new tanker and that they sold the old one to a community in Manitoba, Canada.

**PERSONNEL:** The notes from the Personnel Committee Meeting were reviewed and the recommendations were listed under New Business for action. Member Morgan asked if the committee had a recommendation regarding the employee health benefits. Manager Scheller noted that the Committee is still reviewing/ obtaining additional information and that no recommendations have been made yet. She also noted that they are still reviewing and making revisions on the Employee Manual.

**STEERING COMMITTEE:** One additional item was discussed, and Mr. Spahr requested that Council Members complete and submit their answers to the survey that was provided. He requested that those be returned to him in May.

**STREETS:** Council Member Sipes reviewed the notes from the meeting and noted the recommended items listed under New Business on tonight's agenda.

**OLD BUSINESS:**

No old business was listed on the Agenda for approval.

**NEW BUSINESS:**

**MOTION:** to nominate Betty Jane Lee to receive the 2024 Harriet Lane Award was made by Member Heefner, second by Vice-President Frisby, all ayes, motion carried.

**MOTION:** to authorize Member Morgan to attend future tax reassessment discussion meetings on behalf of the Borough was made by Member Heefner, second by Vice-President Frisby, all ayes, motion carried.

**MOTION:** to increase each PWD Employee's clothing allowance from \$250.00 to \$300.00 was made by Vice-President Frisby, second by Member Sipes, all ayes, motion carried.

**MOTION:** to authorize the Borough Engineer to review the study that was received regarding the Traffic Light/Green Light Go Grant and submit to PENNDOT per his recommendation, to add to his review list speed/safety concerns with Ensminger Alley and parking along 16 as you enter town from Greencastle, and to review identified areas with line of site challenges example provided was in the area of South Fayette Street and East California Street was made by Member Sipes, second by Member Heefner, all ayes, motion carried.

**MOTION:** to authorize the Solicitors Office to investigate whether the Borough can restrict the parking of tractor trailers on Borough Streets was made by Member Heefner, second by Member Monismith-Craig, all ayes, motion carried.

**MOTION:** To authorize the Borough to contract with CLEAN-A-LOT, Inc. for Street Sweeping needs for the year, 2024, at an hourly rate of \$135.00 per hour/per unit was made by Member Heefner, second by Member Sipes, all ayes, motion carried.

**MOTION:** to authorize the purchase of drill and battery equipment needed for the PWD not to exceed \$600 and to be paid from the Joint Equipment Fund was made by Member Sipes, second by Member Monismith-Craig, all ayes, motion carried.

**MOTION:** to authorize the purchase of a tablet for the PWD at a cost of \$199.00 with a data plan of \$19.74 per month was made by Member Sipes, second by Member Heefner, a discussion of whether

a data plan was necessary for the tablet and concern of ongoing/contract cancellation costs were noted, a vote was taken, all ayes, motion carried.

**MOTION:** to approve Resolution 18-24 adopting the Franklin County 2023 Hazard Mitigation Plan was made by Member Heefner, second by Vice-President Frisby, all ayes, motion carried.

**MOTION:** to forward the letter received from Tim Stanton dated 3/28/2024 to the Streets Committee for review/discussion was made by Member Monismith-Craig, second by Member Sipes, all ayes, motion carried.

**MOTION:** to approve the extension with Traffic Planning and Design, Inc. regarding L00611 Project was made by Vice-President Frisby, second by Member Sipes, all ayes, motion carried.

**MEETING SCHEDULE:**

There are currently no applications for HARB to consider at this time, but Borough Manager would reach out to the HARB Board cancelling the meeting if necessary.

No other items were brought before Council.

**MOTION:** to adjourn the meeting at 8:15 p.m. was made by Member Monismith-Craig, second by Member Heefner, all ayes, motion carried.

*These meeting minutes were transcribed by Dawn Scheller, Borough Manager, with the use of her meeting notes and meeting recording and have been respectfully submitted for approval.*

Date approved: 5/13/2024 Motion by: Heefner Second by: Morgan

  
Signature

SEAL