

Mercersburg Borough Council Meeting
113 South Main Street, Mercersburg, PA 17236
Monday, April 28, 2025
AGENDA
7:00 PM

- I. Public Comments/Guests**
- II. Minutes**
 - A. March 10, 2025, Meeting Minutes
- III. Treasurer Report/Bills Payable**
- IV. A. To approve the Treasurer's Reports for the months ending January 31, 2025, February 28, 2025 & March 31, 2025.**
 - B. To approve the Bills Payable Lists for the month ending January 31, 2025, February 28, 2025, & March 31, 2025.
- V. Mayor's Report** – Scheduled to be present.
- VI. Police Report** - Report sent electronically. Paper copy available for viewing at meeting
- VII. Solicitor's Report** – Scheduled to be present.
- VIII. Engineer's Report** – Not scheduled to be present.
- IX. Borough Manager's Report** - Scheduled to be present
- X. Department of Public Works Report** – Reports sent electronically. Paper copy available at meeting.
- XI. Committee Reports** –
 - A. Act 537- No Meeting
 - B. Finance – No Meeting
 - C. Fire Board – Update provided at meeting
 - D. HARB – No Meeting
 - E. Nominating Committee – No Meeting
 - F. Personnel – Meetings held on March 17, 2025, & April 21, 2025. Recommendations listed under New Business.
 - G. Planning -No Meeting
 - H. Property/Technology - Meeting held on April 9, 2025. Meeting packet and notes included. Recommendations listed under new business.
 - I. Steering Committee – No updates.
 - J. Streets – Meetings held on March 26, 2025 & April 23, 2025. Recommendations listed under new business.
 - K. Summer Playground – No Meeting
 - L. Zoning Hearing Board – No Meeting
- XII. Old Business** –
- XIII. New Business** –
 - A. To authorize the Solicitor's Office to draft a policy regarding PWD emergency phone call matter.

- B. To appoint Pete Stotelmyer, Administrative Professional, as also the Assistant Borough Secretary and Assistant Treasurer (job description update required). Pete would secure a bond for the additional roles matching the current required amount of \$150,000.00. Once approved and the bond has been secured, he would receive a pay increase of \$2.00 per hour.
- C. To approve the quote from AWG in the amount of \$5,636.63 for the purchase of a welder paid from Joint Equipment Fund.
- D. To approve the cost repairing the suspension and complete an alignment re: Liberty Auto & Tire invoice A43371 in the amount of \$1,497.80
- E. To consider the bid from Rockwell Construction for the Band Building Demo pending Solicitor's review and approval paid from Capital Reserve Fund.
- F. To approve the 2025 service proposal from Hopwood Enterprises for street sweeping dated March 20, 2025 to be paid from the Liquid Fuels Account.
- G. To consider and approve the revised TPD Task List dated April 7, 2025, and the Price Proposal from Susquehanna Civil dated March 12, 2025, related to the RTE 75/RT 16 Intersection Herbruck/Borough Project to be paid by the grant.
- H. To retroactively approve the annual subscription to Rave Alert System Order# Q-53106 in the amount of \$2,000.
- I. To accept HARB resignation with regret from Avery Cook
- J. To retroactively approve proposal for Signal Services to subcontract broken conduit repair at the intersection of Main/Fry to C.M. High Inc for the amount of \$7,500.
- K. To approve Pete Stotelmyer to serve as the Voting Delegate and Patricia Brownell to serve as the Alternate Voting Delegate at the 2025 Pennsylvania Association of Boroughs Conference.
- L. To approve confirmation letter dated April 15, 2025, from Boyer & Ritter to serve as the Accounting Firm for the 2024 Borough Audit estimate totaling \$27,800, cost shared between Borough, Water, and Sewer.
- M. To consider and approve the Ordinance authorizing and approving the Borough to enter into a bond agreement to guarantee a loan in the amount of \$6,201,822 for the improvement projects for the Mercersburg Water Authority.
- N. To authorize the solicitor to prepare a trash service bid proposal to be brought back to Council at the June Meeting.
- O. To discuss and determine the planning details for the 2025 Summer Playground Program
- P. To enter into executive session for Personnel Matters with no action to be taken.

XIV. Correspondence -

- A. Letter to TPD dated March 10, 2025, requesting a 12-month extension for the L00611 Ft. Loudon Rd/Main St Intersection Project
- B. Letter from PENNDOT confirming Liquid Fuels Tax Fund payment of \$44,990.69 on March 24, 2025.
- C. Monthly reports from PA Municipal Code Alliance for permits issued in February and March 2025.
- D. Invitation to attend 2025 EMS Week at the Franklin County Training Center on May 20, 2025 from 5-7pm.

XV. Meeting Schedule -

- A. Council: 5/12/2025 & 5/27/2025
- B. Sewer: 5/8/2025 & 6/12/2025
- C. Water: 5/15/2025 & 6/26/2025
- D. Finance: TBD
- E. HARB: 5/6/2025 & 6/6/2025

- F. Personnel: 5/19/2025 & 6/16/2025
- G. Planning: 5/21/2025 & 6/18/2025
- H. Streets: 5/28/2025 & 6/25/2025
- I. Property: 5/7/2025 & 6/4/2025

ALL GUEST/CORRESPONDENCE IN CHRONOLOGICAL ORDER PER REQUEST/RECEIPT