

Mercersburg Borough Council Meeting
113 South Main Street, Mercersburg, PA 17236
Monday, July 14, 2025
AGENDA
7:00 PM

- I. Announcement:** Borough Council met in executive session prior to tonight's meeting for Personnel Matters with possible action to be taken.
- II. Public Comments/Guests –**
- III. Minutes**
 - A. June 9, 2025, Meeting Minutes
 - B. June 30, 2025, Meeting Minutes (provided at meeting)
- IV. Treasurer Report/Bills Payable –**
 - A. To approve the Treasurer's Report for the month ending June 30, 2025 (provided at meeting)
 - B. To approve the Bills Payable List for the month ending June 30, 2025 (provided at meeting)
- 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. Link for images provided.
- 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 –** No Meeting
 - G. Planning -**No Meeting
 - H. Property/Technology –** July 2, 2025 – Recommendations listed under New Business
 - I. Steering Committee –** No updates.
 - J. Streets –** No Meeting
 - K. Summer Playground –** No Meeting
 - L. Zoning Hearing Board –** No Meeting
- XII. Old Business –**
 - A. Update regarding Car Wash previous noise discussion
 - B. Accept the resignation of Pete Stotemyer as Administrative Professional effective July 11, 2025.

XIII. New Business –

- A. To approve the installation of Breast Cancer Awareness Ribbons on Meters for the month of October
- B. Approve to close the Borough Office daily at 2:00 pm for administrative time until further notice and authorize borough staff to close the office whenever necessary during the staffing shortage period.
- C. Approve the Borough Manager to hire a temporary part-time employee to assist with various administrative items with an hourly salary of \$15.00 per hour.
- D. To retroactively approve revised Liberty Auto & Tire Invoice# A44172 in the amount of \$1,958.48 to include additional wheel bearing repair.
- E. To approve quote dated June 23, 2025, from McIntire HVAC for preventative maintenance on the HVAC system at the Borough Office in the amount of \$1,000.00.
- F. To approve quote from Ace Hardware for M18 Grease Gun for PWD in the amount of \$229.00
- G. To review estimates and approve the purchase of a new PWD lawnmower
- H. To approve estimate for a new Window AC Unit for the PWD Garage in the amount of \$569.99 from Ace Hardware.
- I. To consider the reimbursement for the Borough Manager Office Furniture – receipts provided.
- J. To approve Resolution 16-25: A Statement of Non-Discrimination of the Borough of Mercersburg
- K. To complete and return the UCC-29 form for change of BCO dated 6/30/2025
- L. To approve Mark Doffelmyer quote to repair stone tree wells on square
- M. Enter into executive session for personnel matters

XIV. Correspondence –

- A. DL Marting Co. Letter dated 7/1/2025
- B. Sanctuary Dance Company letter dated 5/1/2025
- C. PMCA letter dated 6/18/2025
- D. PMCA letter dated 6/3/2025
- E. PMCA letter dated 6/4/2025
- F. Register and Recorder of Franklin County letter dated 7/3/2025

XV. Meeting Schedule -

- A. Council: 7/14/2025 & 7/28/2025
- B. Sewer: 8/14/2025 & 9/11/2025
- C. Water: 7/17/2025 & 8/21/2025
- D. Finance: TBD
- E. HARB: 8/5/2025 & 9/2/2025
- F. Personnel: 7/21/2025 & 8/18/2025
- G. Planning: 7/16/2025 & 8/20/2025
- H. Streets: 7/23/2025 & TBD
- I. Property: 8/6/2025 & TBD

ALL GUEST/CORRESPONDENCE IN CHRONOLOGICAL ORDER PER REQUEST/RECEIPT