

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

- I. Public Comments/Guests –**
- II. Treasurer Report/Bills Payable –**
 - A. To approve the Treasurer’s Report for the month ending June 30, 2025
 - B. To approve the Bills Payable List for the month ending June 30, 2025
- III. Mayor’s Report –** Scheduled to be present.
- IV. Solicitor’s Report –** Scheduled to be present.
- V. Borough Manager’s Report -** Scheduled to be present
- VI. 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 –** July 21, 2025 – Recommendations listed under New Business
 - G. Planning –** July 16, 2025 – Meeting notes included in the packet.
 - H. Property/Technology –** No Meeting
 - I. Steering Committee –** No updates.
 - J. Streets –** July 23, 2025 – Recommendations listed under New Business
 - K. Summer Playground –** No Meeting
 - L. Zoning Hearing Board –** No Meeting
- VII. Old Business –**
 - A. To consider extending a Conditional Offer of Employment to a full-time Police Officer Candidate.
- VIII. New Business –**
 - A. to approve a conditional offer of employment (conditions of a successful passage of a background check including a criminal history search, consumer credit analysis, a drug screening, along with an executed Employment Agreement, and successfully securing bonding by a surety company in the amount determined by Borough Council) to Jarred Schumacher to fill the Borough Manager position at an annual salary of \$75,000 with three weeks of vacation per year.
 - B. to approve a conditional offer of employment (conditions of a successful passage of a background check including a criminal history search, consumer credit analysis, and a drug screening) to Angela Alleman to fill the Administrative Professional position at an hourly rate of \$23.00 per hour.
 - C. to authorize the Solicitors’ Office to amend the Borough Manager’s Ordinance to include the ability to hire budgeted non-supervisory non-uniformed employees as vacancies occur example to fill the Public Works Department Laborer position.
 - D. to authorize the Solicitors’ Office to draft a non-compliance letter to the remaining property owners that did not comply with the curb/sidewalk notice and inform them that the

Borough will be seeking to hire a contractor to complete the work and then invoice the owners accordingly.

- E. to authorize the Solicitors Office to update the Curb/Sidewalk RFP with the new date for the selected contractor to complete the curb/sidewalk work by May 25, 2026, to also list the properties which did not comply in the scope of work providing the contractors a determined amount of work to complete, to remove the mandatory pre-bid meeting as now the quantity of work is defined, and the bids are due back to the Borough on September 24, 2025, at 9:00 am.
- F. to authorize the Solicitors' Office to prepare the required amendments to the various parking ordinances.
- G. To retroactively approve Ryan's quote in the amount of \$1,560.00 allowing remote access for the Borough Manager and COHICK to access the various programs including QuickBooks.
- H. Authorize Dawn Scheller to complete and return the total loss documents for the 2009 John Deere lawn mower with the value of \$9,233.34 which after deductible the amount received will offset the cost of the replacement mower.

IX. Correspondence –

- A. List of Legislative Contacts
- B. Annual Audit Letter from Solicitors Office dated 7/14/2025
- C. Letter regarding David Stauffer Insurance Agency, Inc.
- D. Email dated 7/17/2025 regarding Blighted Properties on South Fayette Street from Regina Marks-Lee
- E. M.M.P. & W. Fund Drive

X. Meeting Schedule -

- A. Council: 8/11/25 & 8/25/2025
- B. Sewer: 8/14/2025 & 9/11/2025
- C. Water: 8/21/2025 & 9/18/2025
- D. Finance: TBD
- E. HARB: 8/5/2025 & 9/2/2025
- F. Personnel: 8/18/2025 & 9/15/2025
- G. Planning: 8/20/2025 & 9/17/2025
- H. Streets: 8/27/2025 & TBD
- I. Property: 8/6/2025 & TBD
- J. General Purpose Authority: 7/30/2025

ALL GUEST/CORRESPONDENCE IN CHRONOLOGICAL ORDER PER REQUEST/RECEIPT