

Mercersburg Borough Council

Borough Hall, Mercersburg, PA

May 14, 2012

Minutes

Attending: President Elizabeth McClintick, Vice-President John Freeland, Mayor Jim Zeger, Betty Stenger, Chris Frisby, Jeff Main, Tom Suddeth, Assistant Borough Manager Dawn Scheller, Solicitor Sam Wiser, Engineer Lance Kegerreis, and Police Chief John Zechman

Absent: Donald Stoner and Borough Manager Tammy Oberholzer

Guests: Laura Pucket- 136 Faust Street and Dr. Liz George 10825 McFarland Rd.

Meeting began at 7:00 p.m. with the Mayor leading everyone in the Pledge of Allegiance.

President McClintick invited Dr. George to speak during the Public Comment Session.

Dr. George provided information to Council regarding the Feasibility Study and a grant proposal for capacity building for local governments for waterway assessment and trail planning. MPMC is requesting collaboration with Peters Township, Montgomery Township, and Mercersburg Borough to apply for this grant. Dr. George stated that Montgomery Township has already made the commitment to support this and that Peters Township is very interested. Dr. George stated that they would work with land owners and utilize the Grant to assist with this process especially with right of ways, and liability concerns. Council asked if matching funds would be required for the grant. Dr. George stated that there would be no funding matching required. This grant opportunity would require commitment of time and the grant writing was free. Borough Council discussed the opportunity further.

MOTION: to support and authorize Council President to sign documents needed regarding the National Fish and Wildlife Foundation Chesapeake Bay Small Watershed Grants Program was made by Tom Suddeth, second by Chris Frisby, all ayes, motion carried.

A copy of the document was included in the official meeting packet maintained in Borough Hall.

MOTION: to authorize Dawn Scheller to provide Dr. George with the Borough DUN's Number and EIN Number for the purpose of applying for the grant was made by Tom Suddeth, second by Chris Frisby, all ayes motion carried.

MOTION: to approve the meeting minutes from April 9, 2012 as presented was made by Betty Stenger, second by John Freeland, all ayes, motion carried.

President McClintick asked for a motion to approve the Treasurer's Report for the month ending April 30, 2012.

MOTION: to approve the Treasurer's Report for the month ending April 30, 2012 was made by John Freeland, second by Tom Suddeth, all ayes, motion carried.

President McClintick asked for a motion to approve the Bills Payable and Invoice Lists for April 30, 2012.

MOTION: to approve the Bills Payable and Invoice Lists for April 30, 2012 was made by John Freeland, second by Jeff Main, all ayes, motion carried.

MOTION: to transfer \$50,000 from the General Operating Fund back to the General Fund Reserve, to transfer \$8,000 to the Police Capitol Improvement Fund to satisfy the 2012 contribution, to transfer \$10,000 to the Capitol

Improvement Fund, and transfer the remaining budgeted funds monthly to the Capital Improvement Fund per the recommendation of the Treasurer was made by Betty Stenger, second by Jeff Main, all ayes, motion carried.

President McClintick asked for the Mayor's Report.

Mayor Zeger reminded everyone of Armed Forces Day and Memorial Day. He invited everyone to attend the Parade and encouraged everyone to wear Red, White, and Blue. Mayor Zeger added that he would send an article to the Journal for publication. He asked that everyone support all of the Veterans by participating because they have made the greatest commitment and ultimate sacrifice.

President McClintick asked for the Police Chief's Report.

Chief Zechman reviewed the Police Department responded to 88 Complaints and Service calls during April 2012, One Borough Ordinance Investigation, 12 Crimes Investigated, 6 Criminal Arrests, 4 Accident Investigations, 74 Citations Issued, and 62 Parking Tickets Issued.

Chief Zechman proposed that Officer Soffe attend training to become a Fire Arms Instructor which will enable the Police Department access to its own instructor saving the department valuable time and resources. The total estimated cost of the training is \$718.50. District Attorney Office has approved to pay \$300.00 of the training, so the Borough would be responsible to pay the remaining \$418.50. Chief Zechman stated that Officer Soffe (if attended training and became an instructor) would be obligated to the Mercersburg PD and the County Detectives to provide Qualification Services for 5 years regardless of his employment status with the Borough. Officer Soffe would receive regular pay compensation should the County Detectives need to schedule a different qualifying date than that of Mercersburg PD paid by the County. Chief Zechman stated that they would utilize a local Sportsman's Club as the location to complete the qualifications. Borough Council reviewed the information and discussed the proposal. It was recommended that changes be made to the MOU regarding Officer Soffe including specifics on Liability Release for the Borough, a repayment scale by Officer Soffe should he not provide services, and clarification on Salary paid should Officer Soffe not be employed by the Borough when performing the duties.

MOTION: to support Chief Zechman's request to approve Officer Soffe's expense to attend the Fire Arms Instructor Training for the amount of \$418.50 provided the Chief receives the Solicitor's approval for the MOU between Mercersburg Borough, Officer Soffe, the Franklin County District Attorney's Office, and the Franklin County's Detective's Office was made by Jeff Main, second by John Freeland, all ayes, motion carried.

MOTION: to approve the purchase of a 2013 Ford Interceptor for the amount of \$30,979.21 from a Co-Stars approved contract as recommended by the Property Committee was made by Tom Suddeth, second by Jeff Main, all ayes, motion carried.

President McClintick asked for the Solicitor's Report.

Sam Wisner stated that he spoke with a representative from DEP and they have requested that the Borough schedule and meet with the local Township Representatives regarding the Act 537 Plan. Sam Wisner stated that he would schedule that meeting and contact the necessary parties encouraging them to adopt the plan.

President McClintick asked for the Engineer's Report.

Lance Kegerreis provided Borough Council with information about the swale needed at the property located on Fox Rd behind Food Lion. Lance Provided the Borough with the estimate from Troy Mills Excavating in the amount of \$5,200.00. Lance stated that he is still communicating with the Representatives from Foodlion and is hopeful that something will be worked out. Foodlion's contractor is very anxious to finish the project. The Bond Funds are still being held along with the

Borough still would require as built drawings and the Conservation District has items that they would like them to complete. Lance said that he would continue to keep Council informed of the progress concerning this matter.

President McClintick asked for the Secretary's Report.

Dawn Scheller stated that there was one Land Use Permit was issued for the month of April. Dawn Scheller stated that she has sent out 3 letters regarding Ordinance Violations and would continue to mail letters out addressing concerns as needed. Dawn Scheller stated the Fire Hydrants are scheduled to be flushed beginning on May 21, 2012. Dawn Scheller is still in the process of contacting Residential Rental Property Owners to comply with the Rental Ordinance. Dawn Scheller provided council with information regarding the Summer Playground Program and asked for a motion to authorize her to advertise, organize, hire and oversee the program as completed in the past.

MOTION: to authorize Dawn Scheller to advertise, organize, hire, and oversee the Summer Playground Program as completed in the past was made by Tom Suddeth, second by Betty Stenger, all ayes, motion carried.

President McClintick stated that the Public Works Department Report was included in everyone's packet for review.

President McClintick asked for the Committee Reports.

President McClintick stated that the Personnel Committee met, and she reviewed the meeting notes provided in Council member's packets. There were no recommendations for Council at this time.

Betty Stenger reviewed the Property Committee Meeting notes. A copy of the notes from the meeting was provided to Council for review. Mayor Zeger provided information/discussion on the renaming of the Council Room after James Winston Smith II. Mayor stated that he would like to have a presentation with the Members of his family invited to the presentation. Mayor stated that he would contact his family if approved by Council.

MOTION: to approve renaming the Council Room after James Winston Smith II was made by Betty Stenger, second by Jeff Main, all ayes, motion carried.

John Freeland reviewed the Streets Committee Meeting notes which were provided in Borough Council Packets for review. Borough Council discussed the information provided. There were no recommendations from the Committee at this time.

Dawn Scheller stated that she received an estimate from GANOE to complete the Road Work on Church Street. This information was provided to Council when they arrived for the meeting.

MOTION: to approve GANOE's estimate number 1370 for the remaining work on Church Street was made by John Freeland, second by Chris Frisby, all ayes, motion carried.

President McClintick moved on to New Business.

MOTION: to approve the Mercersburg Library Association, Inc. request for the .8 mills tax rate collected on their behalf in the amount of \$10,243.67 was made by Chris Frisby, second by Betty Stenger, all ayes, motion carried.

President McClintick reviewed the Correspondence included in the packets.

MOTION: to enter into executive session at 8:01 p.m. for personnel matters with possible action to be taken was made by Chris Frisby, second by Betty Stenger, all ayes, motion carried.

Regular session resumed at 8:25 p.m.

President McClintick reviewed the Calendar with Council. Memorial Day Parade on Memorial Day beginning at 8:30 am. Personnel plans on meeting on Monday, May 21, 2012. Property and Street Committees would plan to meet on June 6, 2012 at 1:00 and then 2:00.

MOTION: to adjourn at 8:30 pm was made by Tom Suddeth, second by Jeff Main, all ayes, motion carried.

These meeting minutes were transcribed by Dawn Scheller using her meeting notes and recording of the meeting. Respectfully submitted by Borough Secretary, Dawn Scheller.

Date Approved: _____ Motion Made By: _____ Second By: _____