

Mercersburg Borough Council
Borough Hall, Mercersburg, PA
June 11, 2012
Minutes

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

Absent: Borough Manager Tammy Oberholzer

Guests/ Press: None

President McClintick called the meeting to order at 7:00 p.m.

Mayor Zeger led the Pledge of Allegiance

There was no public comment or guests.

President McClintick asked for a motion to approve the meeting minutes from May 14, 2012.

MOTION: to approve the meeting minutes from May 14, 2012 as presented was made by Jeff Main, second by John Freeland, President McClintick asked for any questions /comments, none were provided, all ayes, motion carried.

President McClintick asked for a motion to approve the Treasurer's Report.

MOTION: to approve the Treasurer's Report for the month ending May 31, 2012 was made by Tom Suddeth, second by John Freeland, President McClintick asked for any questions / comments, none were provided, all ayes, motion carried.

President McClintick asked for a motion to approve the Bills Payable for the month ending May 31, 2012 including the updated invoice sheet.

MOTION: to approve the Bills Payable List for the month ending May 31, 2012 was made by Tom Suddeth, second by Jeff Main, all ayes, motion carried.

President McClintick asked for the Mayor's Report.

Mayor Zeger reviewed that the Senior Class decorated the James Buchanan Statue and Mayor shared photos that he had taken. Mayor stated that it was in good fun and not destructive in any way. Mayor stated that summer is here and it is getting hot out. He asked that the community continue to manicure their yards and pull any weeds that they come across.

President McClintick asked for Chief Zechman's Report.

Chief Zechman reported that the Police Department responded to 99 complaints and service calls; 1 Borough Ordinance, 13 Criminal Investigations, 1 Criminal Arrest, 5 Accident Investigations, 90 Citations Issued and 73 Parking Tickets Issued. Chief Zechman stated that Officer Soffe completed the Firearms Instructor Training and was Top Gun in his class. Chief stated that the new vehicle has been ordered and the vehicle is awaiting the lighting package to be installed. Chief Zechman reviewed the PA CHIEF's TRAINING CONFERENCE information with Council.

MOTION: to approve Chief Zechman to attend the PA Chief's Conference; including a \$200 registration fee, overnight accommodations, and meals and mileage to be paid from the Police Training account was made by Tom Suddeth, second by John Freeland, all ayes, motion carried.

Chief Zechman provided Council with financial information for Council to review. Chief Zechman also stated that he would be introducing a retired State Police Officer to the Personnel Committee with his recommendation for hire at the Personnel Meeting to be held on June 18, 2012. The Mayor and the Chief indicated that the Officer is experienced with Tractor Trailer Violations and would bring a needed resource to the department.

President McClintick asked for the Solicitor's Report.

Sam Wiser stated that the Borough Code Amendment was approved and would be implemented. Sam stated that some changes would be put in effect and the Borough could see some differences in operation of items such as Ordinances. Sam stated that he will keep Borough Council informed as things come up.

President McClintick asked for the Engineers Report.

Lance Kegerreis provided Council with information regarding Food Lion and the Property on Fox Rd. Lance stated that Food Lion has offered the Borough that the Contractor KMD Construction would be willing to write Borough Council a check for \$5500 for the construction of the swale needed on Fox Rd and would allow for KMD Construction not to be responsible for the construction or design of the swale. Lance asked that Borough Council make a motion accepting the \$5500 and then award the Swale project to Mr. Mills to complete.

MOTION: to accept the check of \$5500 for the purpose of constructing the Swale on Fox Rd was made by John Freeland, second by Jeff Main, all ayes, motion carried.

MOTION: to award the Construction of the Swale to Mr. Mills and Authorize Lance to contact the contractor to schedule the work was made by Chris Frisby, second by Tom Suddeth, all ayes, motion carried.

Lance Kegerreis reviewed a concern that he received from the School District's Engineer concerning the Elementary Project that is underway. The School District Engineers asked Lance to review the Pervious Pavement Calculations and asked that the underground drains be removed as a requirement by the Borough. They had concerns with the previous Engineer's Requirements discussed after the project had gone out for bid. Lance reviewed that the addition of the underground drains would be a change order that may be very costly to the School District. Lance stated that he reviewed the calculations and verified that the additional drains are not needed. Lance stated that he believes that the pervious pavement would work as it should and the additional channels are not necessary. Lance stated that he would request the School District to clean out the trench drains and maintain the pervious pavement as the agreements state. Lance stated that he would communicate that information with the school district. Borough Council supported Lance's expertise with this matter.

President McClintick asked for the Assistant Manager's Report.

Dawn Scheller reviewed that there were 5 Land Use Permits issued in May. Dawn Scheller reviewed that the Summer Playground Program was scheduled, planned and ready to occur as scheduled on June 18 and run until July 13, 2012. Dawn stated that the XEROX Contract was up for renewal and provided Council with the Contract information, Century Link created a new Bundle Package that the Borough would qualify for and save the Borough money each month, and the Audit Document was provided to Council members at the meeting and available for review. Dawn Scheller thanked everyone for their support and assistance with this matter.

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

President McClintick asked for the Committee Reports.

Betty Stenger provided an update about the HARB Meeting held on June 5, 2012. Betty presented John Flannery's Requests and additional information.

MOTION: to approve COA 12-06-01 using approved material for the following; the Dressing Room Sign being a Free Standing Sign, The Chamber of Commerce (old previously approved sign) hung using brackets as a projecting sign, the Historical Sign with the HARB Approved Wording provided by Betty Stenger and qualify it as an Official Sign, the Directory Sign with the Change of the Irwin House Titling, and the Tourist Sign as proposed was made by Chris Frisby, second by Jeff Main, President McClintick asked for any concerns or questions, a concern with the wording using "Restored" was a concern, it was agreed that the usage of "Stabilized" would be used on the Historic Sign, it was also asked that Betty would review the wording on the Historic Sign at the next meeting, all agreed to the changes, a vote was taken, all ayes, motion carried.

President McClintick asked for any other Committee Notes.

John Freeland stated that a brief overview was included in the packets for Council's review. He stated that the Streets Committee would work on the Plan and have it available for review at the Council Meeting in August as requested.

A discussion took place with concerns about vacant properties, weeds, tall grass, and the condition of the streets. Betty recommended that people report properties if they do not comply with the Ordinances.

President McClintick moved on to New Business.

MOTION: to approve the XEROX Contact for renewal on July 1, 2012 with the pricing as the monthly charge of \$38.84, excess copies charge 1 (black & white) \$0.0129, and excess copies charge 2 (color copies) \$0.1153 was made by Tom Suddeth, second by Jeff Main, all ayes, motion carried.

MOTION: to authorize Borough Staff to research and compare pricing for phone services between available carriers including Century Link and table the Century Link proposal until the research is complete was made by Jeff Main, second by John Freeland, all ayes, motion carried.

MOTION: to enter into executive session with possible action to be taken at 8:15 p.m. was made by John Freeland, second by Jeff Main, all ayes, motion carried.

Regular Session resumed at 8:30 pm

MOTION: to advertise for the Billing Clerk Opening as a Full-Time Position and accept Applications and Resumes until June 29, 2012 was made by Donald Stoner, second by Betty Stenger, questions/concerns were asked and a question if it was possible to have the position as a part-time position, a vote was taken, Tom Suddeth opposed the motion, remaining ayes, motion carried.

President McClintick reviewed the Correspondence, Calendar, and it was determined that Council would need to meet on Monday, June 25, 2012.

MOTION: to adjourn at 8:40 p.m. was made by Donald Stoner, second by Chris Frisby, all ayes, motion carried.

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

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