

**Mercersburg Borough Council**  
**Borough Hall, Mercersburg, PA**  
**July 9, 2012**  
**MINUTES**

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

**Absent: None**

**Guests: Dr. George, Mercersburg PA; Naome Weller, Mercersburg PA; Laura Puckett, Mercersburg PA**

**Press: None**

Meeting was called to order at 7:00 p.m. Mayor Zeger led the Pledge of Allegiance.

President McClintick asked for Public Comment.

Dr. George, Naome and Laura were present and reviewed a presentation on the final draft of the Feasibility Study. Dr. George welcomed comments and suggestions and stated that they would be passed on to the architect. Dr. George stated that they have developed a long range plan which would occur over the next 20 years. The Plan is organized in phases and would require strong public participation. The goal is to make southwestern Franklin County a model of healthy rural community for walking and bicycling. M.P.M. C. reviewed a plan where they would look to expand and combined bike and walking paths for the community to enjoy and utilize. It would connect Mercersburg Borough, Peters and Montgomery Townships together. Dr. George stated that they received a technical grant to assist with this project and they are hopeful for continued support. Dr. George announced an important meeting scheduled for July 28, 2012 with a rain date August 11, 2012 and invited all to attend. Jeff Main entered at 7:15 and Donald Stoner at 7:18. Dr. George reviewed the presentation and stated that a copy of the information would be provided to the Borough. A question was asked about how they will be funding this project. Dr. George is hopeful that future grants will become available and Public Leaders will come forward to support the efforts. Dr. George also stated that they received a list of possible funding sources that they will utilize for this objective. Sam Wisner asked if there was an additional Grant Agreement that would require Councils Approval and Signature. Dr. George stated that she would review the information that she received on the grant and contact the Borough Office with that information. The presentation ended at 7:35 p.m.

President McClintick moved on to the other items on the Agenda.

President McClintick asked for any additional Public Comment. She then asked for a motion to approve the meeting minutes.

**MOTION: to approve the Meeting Minutes from June 11, 2012 and June 25, 2012 was made by Betty Stenger, second by John Freeland, one correction on June 11, 2012 minutes was to change contact to contract in the XEROX Motion, 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 June 30, 2012 was made by John Freeland, second by Betty Stenger, all ayes, motion carried.**

President McClintick asked for a motion to approve the Bills Payable.

**MOTION: to approve the Bills Payable and Invoice List for June 30, 2012 was made by Donald Stoner, second by Chris Frisby, all ayes, motion carried.**

President McClintick asked for the Mayor's Report.

Mayor Zeger stated that he had just returned from a nice vacation and brought Salt Water Taffy from OBX. Mayor spoke about Andy Griffith and his passing. Mayor Zeger commented that he appreciates the residents efforts in caring for their lawns and asked that everyone assist neighbors by pulling weeds as they see them. Mayor stated that if everyone did that the town would look prettier.

President McClintick asked for the Chief's Report.

Chief Zechman reported that during the month of June the Police Department responded to 104 Complaints and Service Calls, 3 Borough Ordinance Violations, 18 Criminal Investigations, 10 Criminal Arrests, 5 Accident Investigations, 101 Citations Issued, and 45 Parking Tickets. Chief stated that the new vehicle has been ordered and is expected to arrive shortly.

**MOTION: to authorize Chief John Zechman to sign all documents for the new vehicle as the Agent for the Borough of Mercersburg was made by Jeff Main, second by Tom Suddeth, all ayes, motion carried.**

Chief stated that he has received complaints about some bicycle riders being reckless. Tammy stated that she would look at the current ordinances regarding yielding to pedestrians and have the Streets Committee review that information.

Chief stated that he completed all of Mr. Jason Reed's background checks following the interview with the Personnel Committee. Chief stated that they are awaiting his CPR and First Aid Certification Card. Chief Zechman recommends to hire Mr. Jason Reed with the salary to be determined at the Personnel Committee Meeting on July 20, 2012.

**MOTION: to appoint Mr. Jason Reed as a Part-Time Police Officer for the Borough of Mercersburg with salary to be established based upon the recommendation of the Personnel Committee at the meeting following the Borough Council Meeting was made by Tom Suddeth, second by Jeff Main, all ayes, motion carried.**

President McClintick asked for the Solicitors Report.

Sam Wiser had nothing to report.

President McClintick asked for the Engineer's Report.

Lance Kegerreis stated that the Swale work was completed and that he wasn't sure how the grass was going to grow with it being dry, however it was completed. Sam Wiser stated that the check the Borough had received was slightly more than the project and the extra money would allow for the Borough to purchase grass seed for the swale if needed. Lance reviewed that he hadn't heard any response from APX on the email that Lance had sent them and he had nothing else to report.

President McClintick welcomed back Tammy and asked for the Manager's Report.

Tammy Oberholzer reported that she returned back to work on July 2, 2012. She reported that the office received 91 applications for the Billing Clerk Position and that Tammy and Dawn would conduct initial interviews for approximately 15%. The goal is to narrow them down to 5 finalists for the Personnel Committee to interview. Tammy asked Borough Council for direction regarding the background check. Sam Wiser stated that once the candidates are narrowed to the

top 1-2 candidates, he would recommend that Chief Zechman complete a background check and he would have the two candidates sign the waiver form authorizing the background checks to be preformed. Chief would then forward that information. Tammy asked that the Personnel Committee meet at 6:00 pm to conduct the interviews they agreed. President McClintick asked Tammy to relay the invitation to the Sewer Authority since their representative would not be available for that meeting they could have another member represent them at the Personnel Meeting to assist in interviewing the candidates.

President McClintick asked for the Secretary's Report.

Dawn Scheller reported that there were 5 Land Use Permits issued in June. That the PWD was working on painting curbs and crosswalks in the Borough. Dawn reviewed that calendars were placed at everyone's seats. Dawn thanked everyone for their support while Tammy was out.

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

President McClintick reviewed that the Committee Meeting information was included in the packets.

President McClintick asked if anyone had any Old Business or New Business. Nothing was presented.

President McClintick reviewed the Coorespondence and upcoming Meeting Schedule.

Personnel Committee would meet 7/20/12 at 6:00.

Property & Streets Committee would meet 8/1 beginning at 1:30 and the following at 2:30.

Borough Council would meet at 8/27 at 7:00

President McClintick asked if anyone had any additional business to discuss.

Donald Stoner asked Tammy to verify the payment of the tax money to the Fire Department. Tammy stated that she would check on that information. Donald Stoner stated that he was asked why the municipalities don't contribute toward the Full-Time Workman's Compensation expense and that we only contribute to the part-time workman's comp expense. Donald Stoner stated the Borough's portion of this expense would be \$874.16 and asked the Borough to assist with this expense. Donald Stoner provided Council with a letter for review.

**MOTION: to authorize the Payment of \$874.16 to M.M.P. & W. for the Paid Fire Department's Workman's Compensation Insurance coverage to come from the account that the Manager determines is appropriate, was made by Tom Suddeth, second by Chris Frisby, discussion occurred as to have the motion contingent upon other municipalities paying, no adjustments to the motion was made, all ayes, motion carried.**

No other business was discussed.

**MOTION: to adjourn was made at 8:20 by Donald Stoner, second by John Freeland, all ayes, motion carried.**

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

Date Approved: \_\_\_\_\_ Motion Made By: \_\_\_\_\_ Second Made By: \_\_\_\_\_