

**Mercersburg Borough Council**  
**Borough Hall, Mercersburg, PA**  
**October 22, 2012**  
**MINUTES**

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

**Absent:** Assistant Borough Manager Dawn Scheller

**Press:** None

**Guest(s):** None

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

September 10, 2012 and September 24, 2012 meeting minutes were presented for review

**MOTION: to approve the September 10, 2012 and the September 24, 2012 Meeting Minutes was made by Betty Stenger and seconded by John Freeland, all ayes, motion carried.**

The Technology Committee will be reviewing audio recording equipment at their next committee meeting

The Treasurers Report month ending September 30, 2012 was presented for review.

**MOTION: to approve the Treasurer's Report for the month ending September 30, 2012 was made by Betty Stenger second by Tom Suddeth, all ayes, motion carried.**

Bills payable list September 30, 2012 was presented.

**MOTION: to approve the Bills Payable List for the Month of September 30, 2012 was made by Jeff Main, second by John Freeland, all ayes, motion carried.**

President McClintick asked for the Mayor's Report.

Mayor Jim Zeger announced that the premier @ the Mercersburg Theatre Dorothy & the Witches of Oz was a successful fund raiser for the Fendrick Library. A director and an actor from the movie was present for the premier and the reception following. Trick or Treat will be held Sunday October 28, 2012 from 5:00 pm to 7:00 pm. The Parade will be held on Monday October 29, 2012 at 8:00 pm. The parade is a big effort on behalf of the Borough, the Police Department and all organizations. The Mayor announced there will be a meeting of the Christmas Committee with local businesses on Thursday October 25, 2012 at 5:15 pm.

President McClintick asked for the Chief's Report.

Chief John Zechman reported that during the month of September there were 101 Complaints and Service Calls, 17 Criminal Investigations, 9 Criminal Arrests, 2 Accident Investigations, 56 Citations Issued, and 24 Parking Tickets. Chief reviewed his estimate of needed equipment purchases at last month's meeting, he was actually able to purchase for \$62.96. Chief Zechman reported the department will be sending out a news release to local

papers on Halloween Parade parking restrictions. The Lion's Club presented a donation to the Mercersburg Police Department in the amount \$400.00. Chief turned the check over to the bookkeeper for deposit.

President McClintick asked for the Solicitor's Report.

Solicitor Sam Wisner noted that the Manager had distributed the new Borough Code to each Council Member and the Mayor.

President McClintick asked for the Engineer's Report.

Engineer Lance Kegerreis commented on a relatively new street reconstruction method that he observed being done in Chambersburg. It is a cold in place recycling process, in line equipment is used to mill up the road and the emulsified asphalt along with an additive is rolled out as a reconstruction base course, a hot mix wearing course would then be applied. He is researching for the life expectancy of this process as well as the cost comparison. He also reported that the storm water issue at Food Lion is in their hands and we are waiting for the work to be completed.

President McClintick asked for the Manager's Report.

Manager Tammy Oberholzer reported on the progress of the Bennett Avenue Street Restoration, the base coat has been completed; the application of the wearing course will be dependent on the weather. A curb that needed corrected has been completed as well.

The Manager reported she has names of two (2) companies that do traffic signal maintenance that she will contact for RFP for maintenance agreement.

Assistant Manager Dawn Scheller was not present at meeting but supplied a written report to Council. She reported one (1) land use permit was issued in September. She also distributed calendars for 2013 meetings and Trash & Recycling.

The written Public Reports was provided for review.

Under Committee reports HARB supplied information on two (2) COA's reviewed and acted upon. COA 12-09-01 for Window Sign for Hip Hydrangea at 13 N Main Street and COA 12-09-02 Window Sign for The Sewing Studio at 13 S Main. HARB recommended approval of both applications as submitted with the authorization for the Manager to send letters of reprimand to both Sign Installers and the property owner of 13 N Main as the signs were installed without prior approval, and the 13 N Main property owner had instructed tenant that no authorization from HARB was required. HARB consultant noted both signs meet the Secretary of the Interior Standards.

**MOTION: to approve COA 12-09-01 & COA 12-09-02 as presented and to authorize the Manager to send a letter of reprimand to each sign installer, informing them if they install any signs in the historic district without prior approval from HARB and Borough Council, they will be required to remove the signs at their costs and risk possible penalties of the HARB Ordinance, as well as a letter to the 13 N Main property owner reminding him of the HARB district guidelines was made by Tom Suddeth and seconded by John Freeland, all ayes, motion carried.**

John Freeland reviewed the Property Committee meeting with Council. The Committee discussed the appraisal of all property owned by the Borough and felt the need was warranted as there had not been an appraisal before. This will help with properly insuring buildings with the correct values.

**MOTION: TO approve an appraisal on all of Borough Properties at a cost of \$1,900.00 to be paid out of capital improvement fund was made by John Freeland and seconded by Tom Suddeth, all ayes, motion carried.**

John Freeland reported the Street Committee met with no new action at this time for recommendations.

President Liz McClintick reviewed with Council the Finance Committee met to review the preliminary budget figures, reviewing the 1 Million dollar in street repairs with the 1 Mill increase needed to cover the expense, and an addition one half mill increase to cover insurance premium increase for 2013. The draft budget was presented and a copy supplied for each Council Member. The President urged each member to review and to contact Amy Hershey Bookkeeper with any questions prior to the November Council Meeting.

The preliminary Budget and corresponding 1 ½ (one and one half) mill tax increase will be ready to act on at the November meeting. The Action will be to approve the advertisement of the 2013 budget for adoption at the December meeting as well as to approve the Tax Levy Ordinance for 2013 for advertisement for adoption at the December meeting.

Manager Tammy Oberholzer reiterated that Council members should contact Amy Hershey with “any” questions regarding the preliminary budget. President Liz McClintick offered that if one person had a question others may also, so ask prior to meeting so the answers can be provided to everyone at the November meeting.

There was no old business.

There was no new business to act on.

President McClintick reviewed the meeting schedule prior to November 12, 2012 council meeting. The Property & Streets Committee confirmed their meeting for Wednesday November 7, 2012 at 11:00 am.

No other business was discussed.

**MOTION: to adjourn at 8:15pm was made by Jeff Main and seconded by, John Freeland, all ayes, motion carried.**

*These meeting minutes were transcribed by Tammy Oberholzer, using her meeting notes.  
Respectfully submitted by Tammy M. Oberholzer*

*Date Approved: \_\_\_\_\_ Motion made by: \_\_\_\_\_ Second by:*  
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