

Mercersburg Borough Council
Borough Hall, Mercersburg, PA
October 21, 2013
MINUTES

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

Absent: Donald Stoner, and Betty Stenger

Press: Jordan Krom, Mercersburg Journal

Guest: John Kittredge, Mercersburg PA

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

President McClintick asked for Public Comment, no public comments were made. President McClintick asked for a motion to approve the meeting minutes.

MOTION: to approve the Meeting Minutes from September 9, 2013 with one correction on page 2, 5th paragraph from the bottom, changing hey to they was made by John Freeland, second by Jeff Main, all ayes, motion carried.

MOTION: to approve the Meeting Minutes from the September 23, 2013 meeting as presented was made by Jeff Main, second by John Freeland, 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 September 30, 2013 was made by Chris Frisby, second by John Freeland, all ayes, motion carried.

MOTION: to approve the Bills Payable/Invoice List for the Month ending September 2013 was made by Jeff Main, second by John Freeland, all ayes, motion carried.

President McClintick asked for the Mayor's Report.

Mayor Zeger spoke about October being the Breast Cancer Awareness Month and encouraged women to get checked. He announced that Mercersburg Trick-or-Treat was scheduled for Sunday, October 27, 2013 from 5-7 pm.

President McClintick asked for the Police Chief's Report.

Police Chief Zechman reviewed the activity for the month of September which was a total of 120 Complaints and Service Calls, 3 Borough Ordinance Investigations, 14 Criminal Investigations, 5 Criminal Arrests, 5 Accident Investigations, 46 Citations Issued, 48 Parking Tickets, and zero Right to Know Requests. Police Chief Zechman informed Borough Council that Officer Angelini tendered his resignation. Chief Zechman reviewed that the only remaining shifts are hearings at District Court. He informed Borough Council that the Mayor has prepared a letter of thanks and honorable discharge from the Mercersburg Police Department. He also provided money which has been turned to the Borough.

MOTION: to accept Angelini's resignation with the understanding that he will attend any hearings to wrap up any cases he is involved in was made by Tom Suddeth, second by John Freeland, all ayes, motion carried.

Mayor spoke that the Police Department will be short another Part-Time Officer. Chris Frisby asked how long he was employed with the Borough. Mayor belied that he was employed for about 2 years.

President McClintick asked for the Solicitor's Report.

Sam Wisner spoke about that he received an approval for the PIB Loan and that it has moved on to Penn DOT for processing.

President McClintick asked for the Engineer's Report.

Lance Kegerreis reported that Recon has substantially completed their work and would be present at a meeting scheduled for 10/22 with P&W to review the project. Lance reviewed that there was still a crew in town working on manhole risers. Lance Kegerreis provided detail on items needing attention and provided Council with information as to when P&W would be in to complete the top coat. Lance also reviewed that the Borough Maps should be updated with and that Tammy and Sam would be assisting with that process.

President McClintick asked for the Borough Manager's Report.

Tammy Oberholzer reviewed that the Judge's lease agreement was approved by the County with a few verbiage revisions and she would bring it back to the Borough for final approval and signature. She reviewed that the Finance Committee met and the Preliminary Budget was included in the Council Packets for review. Tammy asked that Council Members submit any questions or concerns to Amy prior to the November Council Meeting. She reviewed information from the Rotary concerning Santa's Toy Box and the amount of children which benefit from this program. Tammy asked Council to approve the cost and her attendance at a Health Insurance Compliance Seminar on November 21st and 22nd. Tammy reviewed that there is money in the budget for the cost for her to attend. Tammy also asked that an Executive Session to be called later in the meeting. She reviewed that she received the Fire Boards Meeting Minutes and they are on File for review at the Borough Office.

MOTION: to approve the cost of \$233.90 for lodging plus travel for Tammy Oberholzer to attend Seminar was made by Jeff Main, second by Chris Frisby, all ayes, motion carried.

President asked for the Secretary's Report.

Dawn Scheller provided information regarding the Land Use Permits, the Water and Sewer work completed by A&S Excavating on W. California Street and the costs for that work was paid by both Authorities. She reviewed information about the inlet box work being additional items that needed to be completed prior to the Streets Project beginning. Dawn reviewed that A&S was called in to assist the Public Works Department. The additional cost for these items totaled \$7160. Dawn asked for a motion to approve the expense of \$7160 for this work.

MOTION: to approve the \$7160 paid to A&S Excavating for inlet work completed on Constitution and Mercer was made by John Freeland, second by Jeff Main, all ayes, motion carried.

Dawn reviewed the Public Works Department was in need of a Hammer Drill. She reviewed that this tool would be used for Borough, Sewer and Water projects. Dawn reviewed that Water and Sewer approved the purchase of this tool using the joint equipment fund. Dawn asked Borough Council to approve 1/3 of the cost (\$641.77) of the equipment to come from the joint equipment fund. She also provided a 2014 tentative meeting calendar.

MOTION: to approve 1/3 of the total cost of the Hammer Drill equipment Borough's share of \$641.77 to be paid from the Joint Equipment Fund was made by Jeff Main, second by John Freeland, all ayes, motion carried.

President McClintick reviewed that the Public Works Department Report was included for review and asked for the Committee Reports.

President McClintick reviewed the meeting information from the Finance Committee. She reviewed that the Committee was proposing a 1.25 mill increase. One mill would be added to the special road fund tax for repayment of the PIB Loan, and the .25 mill would be added to the tax rate for general purposes. President McClintick reviewed that Amy takes an average of previous year(s) expenses for items that she does not have an actual cost estimate. Tammy Oberholzer reviewed the Salaries and the divisions between the Borough, Water and Sewer employees. President McClintick reviewed the Library Tax Increase request received. Minutes from a prior meeting were read concerning this subject. It was reviewed that Borough had not received any additional information from the Library regarding their request. Borough Council was encouraged to review the budget and submit questions and concerns to Amy and Tammy prior to the next Borough Council meeting scheduled on November 25, 2013.

Jeff Main provided Council with an update from MMP&W Fire Department. He reviewed that the Bunk Room and Kitchen were moving forward. He reviewed that the Fire Company sold Tower 9 for \$80,000. It was a process that began in February. He reported that they doubled the number of Ladder Trucks to the Borough for any fires. He reviewed that they were looking for another tower truck, but this would be something that is three years out. He reported that the new Ambulance is here and should be in service soon. Tom Suddeth reviewed that Medic 2 was working out well.

President McClintick reviewed information from the Police Safety Committee meeting held on October 16, 2013. It was discussed that cameras would be beneficial for the public and the police department. Cost information regarding cameras and additional equipment needed was reviewed. Council discussed the current budget and it was recommended to purchase one camera at this time with the understanding that the Chamber is looking for additional funding to support the purchase of cameras. It was also discussed that any donations could be used to replenish the budget. The Committee also discussed traffic control information and would continue this discussion at a future meeting.

MOTION: to approve the purchase of (1) camera and software to outfit the marked police vehicle, funds to be paid from the capital improvement fund for 2013 with the hopes that the business community will come forward, was made by Tom Suddeth, second by John Freeland, questions and comments were asked for, Jeff Main noted that Mary-Anne, Bill and Joel were not present at the meeting and that the committee was formed for the community at their request and reviewed he was opposed to the lack of interest by the community, President McClintick reviewed that she felt that this committee was also felt that there was a need for this committee and asked the Chief for the benefits for the camera, Chief Zechman reviewed that it can be used to protect the Officer, the Citizen, gather evidence for court and as a training tool, a vote was taken, all ayes, motion carried.

John Freeland reviewed that they had a couple of on lookers during the street work. John reviewed the information from the Streets Committee Meeting held on September 11, 2013. President McClintick thanked Lance Kegerreis and the Streets Committee for all of the work that had been done on this project.

President McClintick moved on to items listed under New Business.

MOTION: to Adopt Resolution 5-13 retroactive to 8/26/2013 for the Greenways, Trails, and Recreation Program Grant from the Commonwealth of PA was made by Chris Frisby, second by Jeff Main, all ayes, motion carried.

MOTION: to approve the Fire Police Assistance for the following; 1) Fulton Fall Folk Festival Parade 10/19, 2) Greencastle Halloween Parade 10/25/13 and Greencastle Christmas Parade 11/23/13, 3) Greencastle Tree Lighting 11/22/13 was made by Tom Suddeth, second by Jeff Main, all ayes, motion carried.

Tom Suddeth asked if the Borough would send flowers to a local memorial service for a former employee, Jerry Bennett. Tammy Oberholzer said that she would look into the service information.

President McClintick reviewed the correspondence included in the Council Packet.

MOTION: to enter into executive session at 8:23 for potential litigation matters was made by Jeff Main, second by John Freeland, all ayes, motion carried.

Regular session resumed at 8:45 pm.

President McClintick reviewed the upcoming meetings. It was noted that Harb was expected to meet. Tom would contact the Borough Office to set a time for the Property Committee meeting. Both the Streets Committee meeting would be held on 11/13 at 4:00 pm, and Personnel Committee would meet on 11/18 at 7:00 pm.

MOTION: to adjourn at 8:50 pm was made by Jeff Main, second by John Freeland, all ayes, motion carried.

These meeting minutes were transcribed and respectfully submitted for review and approval by Dawn Scheller with the use of her meeting notes.

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